



# Elite Academic Academy - Mountain Empire

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pwd=dVJiSVBTbTNIeGZobGduSk1NZINyZz09 Meeting ID:  
943 3932 2461 Passcode: 517181 One tap mobile  
+16699009128,,94339322461#,,,,\*517181# US (San Jose)

February 2, 2023 at 11:15 am

43414 Business Park Drive, Temecula, CA 92590

In Person at: 3649 Mission Inn Ave Riverside, CA 92501

3406 Winona Ave., Burbank CA 91504



## Elite Academic Academy - Mountain Empire -February 2nd, 2023

Elite Academic Academy - Mountain Empire

### Meeting Location

Due to the ongoing COVID-19 pandemic, this meeting will be held via teleconference and 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/94339322461?pwd=dVJiSVBTbTNleGZobGduSk1NZINyZz09> Meeting ID: 943 3932 2461  
Passcode: 517181 One tap mobile  
+16699009128,,94339322461#,,,,\*517181# US (San Jose)

Time:

### 1.0 Call To Order

Roll Call:  
Morgen Oelckers, Lindsey Burkett, Ronnie Jackson

### 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: Second:  
Vote:

### 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 - Mountain Empire.

Motion: Second:  
Vote:

#### 3.2 Election of Board Vice President

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

Motion: Second:  
Vote:

#### 3.3 Election of Board Treasurer / Clerk

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

Motion: Second:  
Vote:

### 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:

### 7.0 Pledge Of Allegiance

Led By:

### 8.0 Open Session

## 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.

## 10.0 General Functions

### 10.1 Informational Items

#### A. CEO Authorizer Report

EAA-ME CEO Report Jan. 2023.pdf

#### B. 21-22 Audit Report

21.22 CLA Signed Final Report and Financial Statements - Mt Empire.pdf

### 10.2 Consent Agenda

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

Motion: Second:  
Vote:

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

EAA-ME 12.01.22.pdf

#### B. Warrant Register

WarrantRegisterME\_Dec.Jan\_2223.pdf

#### C. New Instructional Materials Community Partners

Elite Academic Instructional Service Community 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

## 11.0 Personnel Services

### 11.1 Employee Contracts

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

22230397.pdf

Motion: Second:  
Vote:

### 11.2 Employee Changes of Relationship

It is recommended that the board ratify the following Employee

Motion: Second:  
Vote:

Changes of Relationship for Elite Academic Academy - Mountain Empire.

22230293.pdf

## 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 - Mountain Empire.

Motion: Second:  
Vote:

Elite Academic Academy ME 37 68213 0136978  
\_CTEIG\_Financial\_Expenditure\_Report\_23.xlsx

Elite Academic Academy Mountain Empire Signature Page (1).pdf

### 12.2 Professional Development Vendor Contracts

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

Motion: Second:  
Vote:

Elite Academic Academy Professional Development Contract.pdf

Elite Academy Banquet Checks.pdf

### 12.3 UPK Grant Collection Survey

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

Motion: Second:  
Vote:

ME-Round 1 Expt. Report UPK Expenditure Report (1).pdf

### 12.4 Funding Determination for 2022-23

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

Motion: Second:  
Vote:

FY23\_EAA\_ME\_FundingDetermination.pdf

### 12.5 Video Approach Contract

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

Motion: Second:  
Vote:

VideoApproachEliteContract2023.pdf

## 13.0 Educational Services/Policy Development

### 13.1 Internship MOU Agreement

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

Motion: Second:  
Vote:

2023 Internship MOU (1).pdf

### 13.2 SARC Report

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

Motion: Second:  
Vote:

2022\_ME\_School\_Accountability\_Report\_Card\_Elite\_Academic\_Academy\_-\_Mountain\_Empire\_20230125.pdf

### 13.3 School Calendars for 2023-2024

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

Motion: Second:  
Vote:

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



### 13.4 Elite Blooms Proposal

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

Motion: Second:  
Vote:

Proposal EliteX Blooms Pricing 1.27.23.pdf

Systems and Innovation Architect Pricing 1.27.23.pdf

### 14.0 Report of Action Taken in Closed Session

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

### 15.0 Calendar

The next regularly scheduled meeting is March 2nd, 2023 at 10:00 am.

### 16.0 Board Comments and Future Planning

### 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.

Motion: Second:  
Vote:

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.

Time:



# CEO REPORT



"Offering personalized education with unparalleled flexibility, support, and learning options."



## January Celebrations

Elite Academic Academy-Mountain Empire has earned the honor of becoming a California Distinguished School.



This honor is a prestigious two-year honor given to the state's top-performing schools using performance indicators specified on the California School Dashboard. This is only possible due to the innovative and collaborative efforts of our fantastic teaching staff, students, parents, classified staff, community partners, and the administrative team.

## Staff Highlight | Danielle Gregus



**Danielle truly embodies the spirit of excellence in education.** Not content to simply rely on traditional methods, she takes the initiative to constantly learn and integrate new technology tools and applications into her teaching. Not only does she utilize this knowledge to benefit her students, but she also generously shares her newfound expertise with colleagues. But perhaps most impressively, this teacher is always seeking new opportunities for self-improvement, ensuring that she provides the best possible education for her students. **She's become a Nearpod Certified Educator and our in-house Canvas LMS expert, too! She is a true asset to our school and the profession.**

## Essential Highlights

Six Elite Essentials



Celebrate On Target

Aligned Resources



Professional Development



Parents and Community



Responsive Instruction



Student Work and Data



Shared Leadership



# ACADEMIC INNOVATION

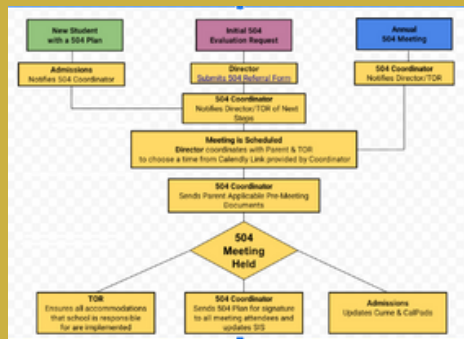
45 TEACHERS ARE USING NEARPOD TO ENGAGE STUDENTS DURING LIVE AND SYNCHRONOUS INSTRUCTION.

## CHROMEBOOKS



Our Tech Department, in partnership with T-Mobile, has issued 80 devices that have embedded LTE capabilities. This has increased access and connection for students in need. The department is working closely with the Assessment Department to ensure there are enough devices for upcoming CAASPP testing in May.

## 504 PROCESS



Our Systems Coordinator, Michelle Wood, finalized a new 504 Process, including streamlining the Initial Referral process so that students get support for physical or mental impairment impacting their equal access to their education. She also worked with various depts, including the new Level Up team, to create systems to ensure a more productive and efficient work day.

## COLLABORATION!



Under the direction of Ashly Steele our team members are hard at work building our Level Up program for students in Credit Recovery, Credit Acceleration, and Peak Performance during our first Learning Period.

New courses, gamified learning, and opportunities to explore student interests and passions will be woven into the program.

PLEASE WELCOME OUR NEW MIDDLE SCHOOL ELA TEACHER  
KALLI JOSEPH!

## ~New Courses!~

Ashly Steele, Sara Zitney, and Marisa Thompson rewrote four English Courses to increase transferable skill practice & student choice and voice while embedding Tier 1 supports into the assignments. We know students will enjoy the updated content!

Additionally, all virtual Canvas courses now have Elite Assignment Templates like the example shown here. These templates have been created to increase student choice, focus skill practice, embed resources and supports, and target learning goals. By having consistent templates across all courses, students can focus on learning and not be worried about how each teacher has set up their course. Templates will continue to be refined as we receive student and teacher feedback.

**thinkers & writers.** RESPONSE TASK

**Author's Purpose Practice: The Power of Empathy**

Estimated Completion Time: 30-45 minutes

Message: [Listen here!](#)

Resource(s) to Help You:

- [Author's Purpose with PIE](#)

**Skills:**

- Identifying Author's Purpose
- Making Connections

**Student Skill Practice**

Please watch [this video](#)

and respond to the following questions.

1. What is the author's purpose? (Persuade, Inform, Entertain)
2. How do you know? Give 2-3 examples from the text that helped you figure out the purpose.
3. Based on what the speaker had to say, what is a time in your life where you have experienced empathy? This can be a time when someone else had empathy for you or when you had empathy for another person. Describe the impact empathy had on the situation.

Remember, Eagles! Quality matters more than quantity, but don't leave out anything you think is worth noting.





15 STUDENT CLUBS CURRENTLY SERVE ELITE STUDENTS. EACH CLUB FOSTERS CREATIVE THINKING, COMMUNICATION SKILLS, STUDENTS NETWORKING, AND WORKING EFFECTIVELY WITH ONE ANOTHER.

**VAPA**



In December, we had 3 students perform in **Debbie Allen's Nutcracker** at the Redondo Beach Performing Arts Center! Elite families and staff came to the show to show support for their fellow Eagles. We are so proud of our students that worked hard all semester towards their performance, and for our families who represented our school in the audience!

**STUDENT FIELD TRIPS**



Our **Quest Crew Club** took over 60 students to learn how to ice skate at **Ice Town in Carlsbad**. Students were able to take **lessons from a professional skate coach** and enjoyed their time on the ice. Students learned how to work together as a team, rely on one another for help, and learned some awesome lessons about the **process of freezing**.

**CAREER TECH ED**



In our **CTE Drawing class**, Ella challenged herself by replicating the **physical art media using digital art!** Her drawings are phenomenal; she is working on emulating charcoal, ink, pen, and pencil using digital art software and the result is amazing. She has excelled at every assignment and has shown a strong understanding of perspective, control of value, and composition.

**PEAK PERFORMANCE ATHLETICS**

**Elite Peak Performance Athletics** would like to recognize **Paige M.** as our Spotlight Athlete of the Month for January. This is Paige's second year in the Virtual Academy and one of our rising senior student-athletes. **She trains hard and travels a lot for softball. It comforts her to know she can access her coursework whenever and wherever she goes.** She excels both in the classroom and on the softball field. We want to also **congratulate her on her recent commitment to Central Christian College to play for their softball team.** Keep up the great work Paige and we are so proud of you!



# OPERATIONS

WE HAVE SUCCESSFULLY COMPLETED THE CALPADS FALL 1 REPORTING. WE CONTINUE TO REVIEW CALPADS INFORMATION FOR OVER 1500 STUDENTS, IN PREPARATION FOR CALPADS FALL 2!

## ADMISSIONS



As we end our first semester, we have seen a common trend of families returning to their school of residence for the remainder of the school year. With these enrollment losses we continue to see gains in new enrollments of families looking to start with us for this second semester. **Our current enrollment is 1548.** We are also gearing up for our next open enrollment window for the 23/24 school year, with families contacting us for information.

## COMPLIANCE



As we continue to refine our **compliance training**, the Operations Team is working closely with our teachers to make sure they have the tools and knowledge to complete their files successfully. We continue to search out the most efficient processes - currently we are piloting a bridge from our student information system to our learning management system which may make a significant time saver for our teachers.

## STATE REPORTING



**P1 Attendance reporting was submitted mid-December, including ADA counts from July 1st through November 18th.** Also, our Immunization reporting, which includes data on our TK, Kindergarten, 1st-grade, 7th-grade, and 8th-grade students has been submitted. And finally, we have successfully completed the final certification of our Calpads Fall 1 reporting, which includes all our students' demographics and program information. Next on our list is Calpads Fall 2!

## TEAM MEMBER HIGHLIGHT

Speaking of Calpads, we think the timing is perfect for giving Prime Team member Vincent Heredia a shout-out. **Vincent has worked with Elite/Prime since opening our "doors."** He set up and manages our student information system, which includes account setup for all staff, creation, and updates to our course catalogs, Calpads, and other state reporting. With over 1500 students, Vincent spends most of his day working in Calpads, ensuring our data is up-to-date and correct. This is no easy task, as Calpads has undergone significant changes in this school year alone. Vincent has had to learn many new reporting guidelines and changes to the system itself. Needless to say, we wouldn't want to do this without you, Vincent. Thank you for being so dedicated to our organization!



# COMMUNITY RELATIONS

CURRENT ELITE COMMUNITY PARTNERS: 160 VCI/130 EMR  
 REIMBURSEMENT TRANSACTIONS: 650+  
 INVENTORY/CURRICULUM ITEMS SHIPPED: 850+

## COMMUNITY PARTNERS



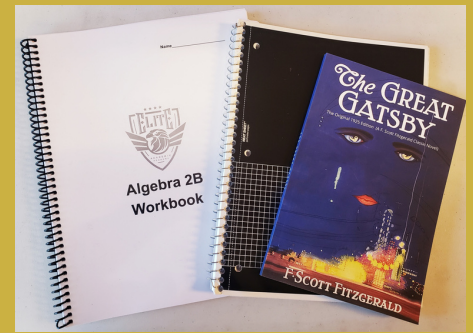
The Community Relations Department has **increased the number of instructional services community partners by 5% and educational materials partners by 13% within one year!** These numbers show the amount of productivity that the CR team has been making to provide more educational resources for our students.

## REIMBURSEMENTS



The Community Relations Department has received and processed **over 300 New Pre-Approvals, 200 Reimbursement Submissions and 150 Reimbursements for payment.** These are all vetted to ensure alignment to **personalized plans and common core standards.** Parents/Guardians and Elite staff are glad to know that only one pre-approval is required per semester for a student's ongoing enrichment activities!

## INVENTORY

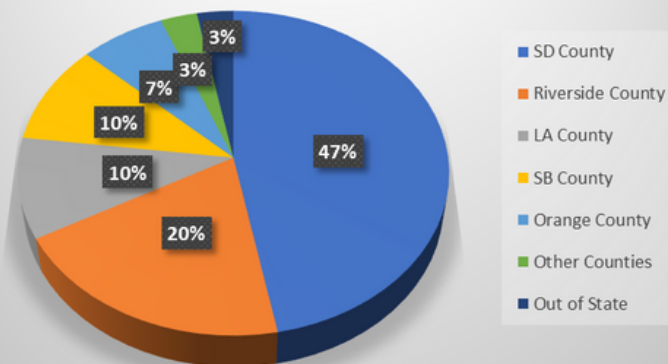


The Community Relations Department has packed and shipped **over 850 envelopes/boxes for Spring Curriculum, Inventory Items, and Minor Project Requests.** Thank you to the Elite families and staff that continue to return their curriculum and items to our office before the end of the school year. Other students are able to use these resources because of your thoughtfulness!

# BUILDING BRIDGES



## Instructional Services Community Partners (VCI's)



The Community Relations Department is determined to **build bridges between Elite families, staff, and community partners.** Almost half of our current instructional services community partners are located in San Diego county alone, which shows how much work we have to do to increase the number of community partners in the San Bernardino County area. **Bridge the Gap** has become **one of our top three initiatives this year and ongoing.** This initiative was designed to build bridges with prospective local vendors to bridge the gap with Elite families that would not have happened organically. We look forward to building long-lasting bridges that will become fundamental to Elite's educational resources!



# HOMESCHOOL

ENROLLMENT:

LU: 239 STUDENTS | ME: 510 STUDENTS



**STUDENT HIGHLIGHT:  
LUKE TOUPET**



Luke Toupet is a 7-year-old Elite Homeschooler. After intensive Testing through MENSA, **Luke has been officially accepted into MENSA San Diego as a 2nd Grader!**

To qualify for Mensa, an individual must score at or above the top 2% of ALL general population.

**We are so proud of your achievement, Luke! Thank you Toupet Family for trusting us with your Homeschool Partnership!**

**HOMESCHOOL FIELD DAY  
SUCCESS**

Before Winter Break, our Homeschool Academy Hosted a Thematic Field Day at FOUR different park locations throughout Southern California.

As part of our Tactical Planning, Field Days had multi-faceted goals for our Academy:

- 1) Provide Parents with opportunity to engage with each other and Elite Staff
- 2) Model Lessons and Homeschool Engagement
- 3) Build Community and have fun!

Our next Homeschool Park Day is **Thursday, March 9th, from 11 am-1 pm at FIVE parks.** The theme is SCIENCE!



**HAPPY 100TH DAY OF  
SCHOOL!**

**Happy 100th Day of School from our Elite Homeschool Eagles!** Below are Homeschool students Ellie and Henry Jaffe dressed as their 100-year-old selves to celebrate the occasion!



## HOMESCHOOL EAGLE EXPLORER CLASSES

"Eagle Explorer Classes" are Homeschool Enrichment & Core Classes Offered weekly as Synchronous Sessions for students in K-8 grade. We have a wide range of classes taught by our Elite Educators.



Session 1 runs from January 9th - March 10th, and we are already gearing up for course offerings for Session 2!

- |                          |                           |
|--------------------------|---------------------------|
| <b>TK-3:</b>             | <b>4-8:</b>               |
| Rising Readers           | Wonder: Novel Exploration |
| Fun with Phonics         | Writer's Workshop         |
| Superstar Writers        | Meet The Masters          |
| LEGO Around The World    | LEGO Challenge            |
| Magical Science          | Virtual Escape Room       |
| ABC's of Animals         | Inquiring Innovators      |
| Future Writers & Artists | ...and more!              |
| Super Yoga               |                           |



Check us out here:  
[sites.google.com/eliteacademic.com/eagleexplorers](https://sites.google.com/eliteacademic.com/eagleexplorers)





# FLEX

NEW STUDENTS: 23  
CURRICULUM BOXES: OVER 100

## SEMESTER 2 NOVEL STUDY



Flex students are excited to start their semester 2 novels. During novel study discussions, students do the following.

- Review **key vocabulary**
- Discuss/analyze **literary elements**
- Make **connections** to prior/current experiences
- Make **predictions, inferences, & more**

## MOY ASSESSMENTS



Students were elated to review their MOY **assessment data**. Many students have not experienced academic **success** in quite some time. In Flex, students are taught to **celebrate growth**, both big and small. We believe that students can and will grow with targeted **support and instruction**. Here is the % of students who have already met 100% of their **annual growth goal!**

**Reading:** 41% met annual growth goal  
**Math:** 30% met annual growth goal

## FLEXPERIENCE SCRATCH CODING



Students are learning how to **design** their own **games or story animations** using coding formulas. Students will vote on the top design and the winning student(s) gets to teach the class how to create their design/animation.



## WINTER EXPERIENCES



Flex students enjoyed a variety of **winter experiences** in December and January. We believe in making every experience a **learning opportunity**.

- Candy Cane Experiment
- Snowman Project
- Winter Clouds/Storms Art
- Hot Chocolate Nutcracker
- Winter Treats & Recipes
- Winter Stories & More







# VIRTUAL

ENROLLMENT:

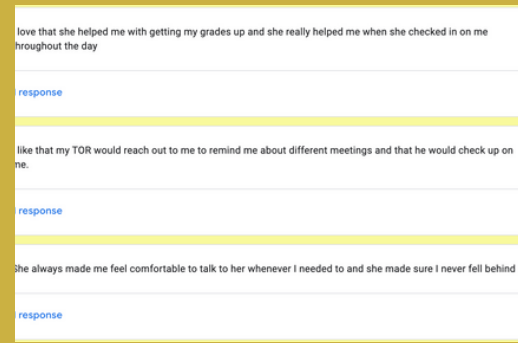
LU: 260 STUDENTS | ME: 149 STUDENTS

33 NEW STUDENTS SINCE JANUARY 9TH AND COUNTING!

**HIGH SCHOOL GRADUATES!**

**BUILDING A COMMUNITY OF LEARNERS**

**STUDENT SURVEY - LOVE TO BE ELITE!**



We are SO proud of our seniors for working hard to reach their goals and **graduate high school!** Many students come to our academy extremely credit deficient and their success is championed by the hard work of our teachers and school counselor!

Last school year we had 38 graduates.

This school year:

**Fall Graduates - 16 students**

Projected:

**Spring Graduates - 60 students**

In addition to academics, our teachers focus on **development of the whole child.** Building a community of learners is crucial to students' sense of belonging in school, which leads to overall well-being, connectedness, and success (especially in an independent study program). In **weekly Advisory classes**, teachers focus on social-emotional learning lessons. During **monthly Assemblies**, students engage with one another through games, competitions, team building activities, and more!

Students completed a Semester 1 reflection survey. What shined brightly is **students' love for their teachers and love for Elite!**

"She is very supportive and helpful"

"I really appreciate my TOR for being understanding"

"She helps me with everything including encouraging and boosting my confidence"

"Making weekly checklists to keep on track with my assignments and giving me help when I need it"

**WELCOME NEW TEACHER OF RECORD RUTH CHATTON!**

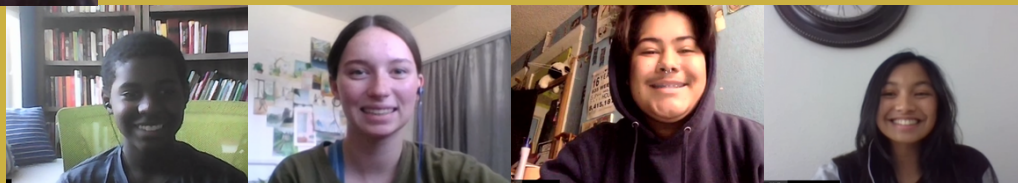
**ACADEMIC SUPPORT SESSIONS**



*#BeElite*



In addition to weekly check-in meetings, Teachers of Record provide academic support sessions every day. During these meetings, teachers help students complete course assignments, provide intervention tutoring to bolster content area knowledge and skills, and facilitate peer-to-peer collaboration.





# STUDENT SUPPORT

163 SPECIAL EDUCATION STUDENTS  
229 IEPS HELD THIS SCHOOL YEAR  
4540 SPED SERVICE SESSIONS

162 STUDENTS IN LEARNING LABS  
53 CURRENT SSTs

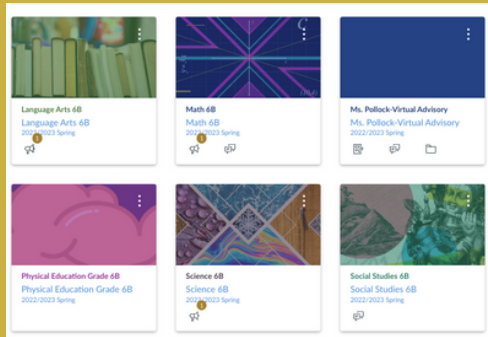
## CONGRATS!

## PROGRESS CHECKS

## COUNSELING SVCS



**Jeremiah, who previously had 3 SST meetings and was in our noncompliance process, completed his graduate requirements in Fall!** We are so proud of him, his TOR Crystal Casey, as well as his entire team of supporters for helping him pull through and GRADUATE!!! WOOHOO!!!! This makes us all so proud!!!




All Elite students in Canvas courses will be closely monitored weekly by Student Support Services Spring Semester. **If students are not earning a 65% or greater in their core courses by week three the MTSS team will ensure tiered supports** are put in place to make sure the student finds success in their courses.

10+ students attended “Lunch Bunch” and “Middle School Hangout” and actively engaged and participated in games and activities. This is a great opportunity for students to build new friendships and take a break from academic stress.

### January Stats

- 38+ hours of direct counseling
- 16 new referrals
- Spring course recommendations completed for 380+ high school students

We are so proud of one of our students who is in the RAD READERS and earning straight A's!




### STUDENTS ELIGIBLE FOR STATE TESTING:

SUMMATIVE ELPAC - LUCERNE 22, MOUNTAIN 23  
CAASPP (MATH/ELA) - LUCERNE 401, MOUNTAIN 438  
PHYSICAL FITNESS - LUCERNE 171, MOUNTAIN 186

To determine whether students can apply the ELA and/or Math skills they practiced in Learning Labs last term, the coaches administer a benchmark assessment and issue progress reports.

60% of the students have completed benchmark testing thus far. **20 students have scored 100%** demonstrating that they understand and can apply the skills practiced in the labs.

Overall **school benchmark assessment data** shows promising results, too.

**Math 32%** (314) of students tested were one grade level below. With the individualized support and targeted intervention, these students can reach grade level proficiency by the end of the year.

**Reading. 25%** (231) of students tested were one grade level below. With the individualized support and targeted intervention, these students can reach grade level proficiency by the end of the year.





<b>Mountain Empire</b>	
Tk -5	444
6-8	183
9-12	182
<b>Total*</b>	809

\*This number is not reflective of credit recovery/acceleration enrolment.

# NEXT MONTH

### Shared Leadership



Cabinet is working hard on finalized the last steps of Level 1 Highly Reliable Schools application. This is Marzano Educational Research driven distinction is only awarded to schools who are exemplary at implementing research driven practices.

### Student Work/Data



MOY 1 Ready assessments are under way. This mid-year check point will allow for our staff to determine the level of academic progress made by students so far this year. This data drives instructional practice and support for students.

### Celebration



We are very excited to attend the CA Distinguished awards ceremony next month on Feb. 16th. We are so honored to operating in the top 6% of schools in the state!

**ELITE ACADEMIC ACADEMY - MOUNTAIN EMPIRE**

**CHARTER SCHOOL NUMBER: #1924**

**FINANCIAL STATEMENTS AND  
SUPPLEMENTARY INFORMATION**

**YEAR ENDED JUNE 30, 2022**



CPAs | CONSULTANTS | WEALTH ADVISORS

[CLAcconnect.com](http://CLAcconnect.com)

**ELITE ACADEMIC ACADEMY - MOUNTAIN EMPIRE  
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## INDEPENDENT AUDITORS' REPORT

Board of Directors  
Elite Academic Academy - Mountain Empire  
Temecula, California

### Report on the Financial Statements

#### **Opinion**

We have audited the accompanying financial statements of Elite Academic Academy - Mountain Empire (the Academy), a California nonprofit public benefit corporation, which comprise the statement of financial position as of June 30, 2022, and the related statements of activities, cash flows, and functional expenses for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Academy as of June 30, 2022, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### **Basis for Opinion**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Elite Academic Academy - Mountain Empire and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### **Responsibilities of Management for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Academy's ability to continue as a going concern for one year after the date the financial statements are available to be issued.

### ***Auditors' Responsibility for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Academy's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Academy's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

### ***Other Matters***

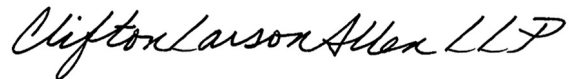
#### ***Supplementary Information***

Our audit was conducted for the purpose of forming an opinion on the School's financial statements as a whole. The accompanying supplementary schedules are presented for purposes of additional analysis and are not a required part of the financial statements. Such information, except for the portion marked "unaudited", was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records

used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole. The Local Education Agency Organization Structure, which is marked "unaudited", has not been subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

**Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued a report dated November 26, 2022 on our consideration of the Academy's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Academy's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Academy's internal control over financial reporting and compliance.



**CliftonLarsonAllen LLP**

Glendora, California  
November 26, 2022



**ELITE ACADEMIC ACADEMY - MOUNTAIN EMPIRE  
STATEMENT OF FINANCIAL POSITION  
JUNE 30, 2022**

**ASSETS**

**CURRENT ASSETS**

Cash and Cash Equivalents	\$ 1,101,132
Accounts Receivable - Federal and State	514,759
Prepaid Expenses and Other Assets	<u>478,629</u>
Total Current Assets	<u>2,094,520</u>
 Total Assets	 <u><u>\$ 2,094,520</u></u>

**LIABILITIES AND NET ASSETS**

**CURRENT LIABILITIES**

Accounts Payable and Accrued Liabilities	\$ 482,726
Due to Related Parties	151,637
Revolving Loan Payable, Current Portion	62,494
Deferred Revenue	127,031
Factored Receivables Liability	<u>250,043</u>
Total Current Liabilities	1,073,931

**NET ASSETS**

Without Donor Restriction	<u>1,020,589</u>
Total Net Assets	<u>1,020,589</u>
 Total Liabilities and Net Assets	 <u><u>\$ 2,094,520</u></u>

See accompanying Notes to Financial Statements.

**ELITE ACADEMIC ACADEMY - MOUNTAIN EMPIRE  
STATEMENT OF ACTIVITIES  
YEAR ENDED JUNE 30, 2022**

**REVENUES, WITHOUT DONOR RESTRICTION**

State Revenue:	
State Aid	\$ 6,056,571
Other State Revenue	493,392
Federal Revenue:	
Grants and Entitlements	526,440
Local Revenue:	
In-Lieu Property Tax Revenue	1,639,527
Other Revenue	823
Total Revenues	<u>8,716,753</u>

**EXPENSES**

Program Services	6,510,901
Management and General	2,176,005
Total Expenses	<u>8,686,906</u>

**CHANGE IN NET ASSETS WITHOUT RESTRICTION**

29,847

Net Assets Without Donor Restriction - Beginning of Year

990,742

**NET ASSETS WITHOUT DONOR RESTRICTION - END OF YEAR**

\$ 1,020,589

*See accompanying Notes to Financial Statements.*

**ELITE ACADEMIC ACADEMY - MOUNTAIN EMPIRE**  
**STATEMENT OF FUNCTIONAL EXPENSES**  
**YEAR ENDED JUNE 30, 2022**

	<u>Program Services</u>	<u>Management and General</u>	<u>Total Expenses</u>
Salaries and Wages	\$ 3,268,781	\$ 668,149	\$ 3,936,930
Pension Expense	469,481	95,964	565,445
Other Employee Benefits	304,029	62,144	366,173
Payroll Taxes	68,475	13,997	82,472
Accounting Fees	-	11,865	11,865
Legal Fees	-	18,539	18,539
Other Fees for Services	915,578	922,565	1,838,143
Advertising and Promotion Expenses	-	175,373	175,373
Office Expenses	-	4,396	4,396
Information Technology	222,005	40,976	262,981
Occupancy Expenses	-	75,784	75,784
Travel Expenses	17,553	-	17,553
Conference and Meeting Expenses	20,214	-	20,214
Interest Expense and Financing Costs	-	28,187	28,187
Instructional Materials	1,220,881	-	1,220,881
Insurance	-	20,050	20,050
Other Expenses	3,904	38,016	41,920
	<u>\$ 6,510,901</u>	<u>\$ 2,176,005</u>	<u>\$ 8,686,906</u>
Total	<u>\$ 6,510,901</u>	<u>\$ 2,176,005</u>	<u>\$ 8,686,906</u>

See accompanying Notes to Financial Statements.

**ELITE ACADEMIC ACADEMY - MOUNTAIN EMPIRE  
STATEMENT OF CASH FLOWS  
YEAR ENDED JUNE 30, 2022**

**CASH FLOWS FROM OPERATING ACTIVITIES**

Change in Net Assets	\$ 29,847
Adjustments to Reconcile Change in Net Assets to Net Cash	
Used by Operating Activities:	
Change in Operating Assets:	
Accounts Receivable - Federal and State	271,479
Prepaid Expenses and Other Assets	(456,954)
Change in Operating Liabilities:	
Accounts Payable and Accrued Liabilities	103,427
Due to Related Parties	(2,966)
Deferred Revenue	(94,402)
Net Cash Used by Operating Activities	(149,569)

**CASH FLOWS FROM FINANCING ACTIVITIES**

Net Change in Factored Receivables	250,043
Repayments of Debt	(62,502)
Net Cash Provided by Financing Activities	187,541

**NET CHANGE IN CASH AND CASH EQUIVALENTS**

37,972

Cash and Cash Equivalents - Beginning of Year

1,063,160

**CASH AND CASH EQUIVALENTS - END OF YEAR**

\$ 1,101,132

**SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION**

Cash Paid for Interest	\$ 28,187
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*See accompanying Notes to Financial Statements.*

**ELITE ACADEMIC ACADEMY - MOUNTAIN EMPIRE**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2022**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Nature of Activities**

Elite Academic Academy - Mountain Empire (the Academy) is a California nonprofit public benefit corporation and is organized to manage and operate a public charter school.

The Academy is funded principally through the state of California public education monies received through the California Department of Education and the Mountain Empire Unified School District (the District).

The District has granted the charter through June 30, 2025. The charter may be revoked by the District for material violations of the charter, failure to meet pupil outcomes identified in the charter, failure to meet generally accepted standards of fiscal management, or violation of any provision of the law.

**Basis of Accounting**

The financial statements have been prepared on the accrual method of accounting and accordingly reflect all significant receivables and liabilities.

**Basis of Presentation**

The accompanying financial statements have been prepared in conformity with accounting principles generally accepted in the United States of America as prescribed by the Financial Accounting Standards Board.

**Use of Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities, and disclosures. Accordingly, actual results could differ from those estimates.

**Functional Allocation of Expenses**

Costs of providing the Academy's programs and other activities have been presented in the statement of functional expenses. During the year, such costs are accumulated into separate groupings as either direct or indirect. Indirect or shared costs are allocated among program and support services by a method that best measures the relative degree of benefit. Therefore, expenses require allocation on a reasonable basis that is consistently applied. The expenses that are allocated include salaries and wages, pension expense, other employee benefits, payroll taxes, other fees for services, office expenses, information technology, and other expenses, which are allocated on the basis of estimates of time and effort.

**Cash and Cash Equivalents**

The Academy defines its cash and cash equivalents to include only cash on hand, demand deposits, and liquid investments with original maturities of three months or less.

**ELITE ACADEMIC ACADEMY - MOUNTAIN EMPIRE**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2022**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Net Asset Classes**

Net assets, revenues, gains, and losses are classified based on the existence or absence of donor or grantor-imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

*Net Assets Without Donor Restrictions* – Net assets available for use in general operations and not subject to donor (or certain grantor) restrictions.

*Net Assets With Donor Restrictions* – Net assets subject to donor- (or certain grantor-) imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both.

**Accounts Receivable**

Accounts receivable primarily represent amounts due from federal and state governments as of June 30, 2022. Management believes that all receivables are fully collectible, therefore, no provisions for uncollectible accounts were recorded.

**Revenue Recognition**

Amounts received from the California Department of Education are conditional and recognized as revenue by the Academy based on the average daily attendance (ADA) of students. Revenue that is restricted is recorded as an increase in net assets without donor restriction, if the restriction expires in the reporting period in which the revenue is recognized. All other restricted revenues are reported as increases in net assets with donor restriction.

**Contributions**

All contributions are considered to be available for use unless specifically restricted by the donor. Amounts received that are restricted to specific use or future periods are reported as contributions with donor restrictions. Restricted contributions that are received and released in the same period are reported as contributions without donor restrictions. Unconditional promises to give expected to be received in one year or less are recorded at net realizable value. Unconditional promises to give expected to be received in more than one year are recorded at fair value at the date of the promise. Conditional promises to give (those with a measurable performance or other barrier and a right of return) are not recognized until they become unconditional, that is, when the conditions on which they depend are substantially met.

**ELITE ACADEMIC ACADEMY - MOUNTAIN EMPIRE**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2022**

**NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**Conditional Grants**

Grants and contracts that are conditioned upon the performance of certain requirements or the incurrence of allowable qualifying expenses (barriers) are recognized as revenues in the period in which the conditions are met. Amounts received are recognized as revenue when the Academy has incurred expenditures in compliance with specific contract or grant provisions. Amounts received prior to incurring qualifying expenditures are reported as deferred revenues in the statement of financial position. As of June 30, 2022, the Academy has conditional grants of \$288,840, of which \$127,031 is recognized as deferred revenue in the statement of financial position.

**Property Taxes**

Secured property taxes attach as an enforceable lien on property as of January 1. Taxes are levied on September 1 and are payable in two installments on or before November 1 and February 1. Unsecured property taxes are not a lien against real property and are payable in one installment on or before August 31. The County bills and collects property taxes for all taxing agencies within the County and distributes these collections to the various agencies. The sponsor agency of the Academy is required by law to provide in-lieu property tax payments on a monthly basis, from August through July. The amount paid per month is based upon an allocation per student, with a specific percentage to be paid each month.

**Income Taxes**

The Academy is a nonprofit entity exempt from the payment of income taxes under Internal Revenue Code Section 501(c)(3) and California Revenue and Taxation Code Section 23701d. Accordingly, no provision has been made for income taxes. The Academy is subject to income tax on net income that is derived from business activities that are unrelated to the exempt purposes. The Academy is subject to income tax on net income that is derived from business activities that are unrelated to the exempt purposes. The Academy files an exempt Academy return and applicable unrelated business income tax return in the U.S. federal jurisdiction and with the California Franchise Tax Board.

**Evaluation of Subsequent Events**

The Academy has evaluated subsequent events through November 26, 2022, the date these financial statements were available to be issued.

**NOTE 2 LIQUIDITY AND AVAILABILITY**

Financial assets available for general expenditure are those without donor or other restrictions limiting their use within one year of the statement of financial position date. Financial assets available for general expenditures comprise cash and cash equivalents and accounts receivable for the total amount of \$1,615,891.

As part of its liquidity management plan, the Academy monitors liquidity required and cash flows to meet operating needs on a monthly basis. The Academy structures its financial assets to be available as general expenditures, liabilities and other obligations come due.

**ELITE ACADEMIC ACADEMY - MOUNTAIN EMPIRE**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2022**

**NOTE 3 CONCENTRATION OF CREDIT RISK**

The Academy maintains its cash in bank deposit accounts at various institutions. Accounts at these institutions are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000. At times, cash in these accounts exceeds the insured amounts. The Academy has not experienced any losses in such accounts and believes it is not exposed to any significant credit risk on its cash and cash equivalents.

**NOTE 4 REVOLVING LOAN PAYABLE**

In August 2018, the Academy received a revolving loan from the California Department of Education (CDE) in the amount of \$250,000. The loan requires annual principal payments of \$62,502. The loan has a term of four years and carries an interest rate of 2.232%. Annual payments of principal and interest are deducted from the Academy's apportionment.

The loan repayment is as follows:

<u>Year Ending June 30,</u>	<u>Amount</u>
2023	<u>\$ 62,494</u>

**NOTE 5 FACTORED RECEIVABLES**

On May 10, 2022, the School entered into an agreement with Charter Asset Management to factor attendance and grant receivables. The amount of factored receivables due as of June 30, 2022 is \$250,043.

**NOTE 6 OPERATING LEASES**

In December 2018, the Academy entered into a lease agreement to occupy an office building in Temecula, California. The site will be used as administrative offices for the school to utilize in operating the charter school. The lease agreement covers a term of four years, which commenced on January 1, 2019 and is set to end on December 31, 2022. The Academy paid a total of \$72,636 in lease payments in the fiscal year ended June 30, 2022

Future lease payments are as follows:

<u>Year Ending June 30,</u>	<u>Amount</u>
2023	<u>\$ 25,808</u>



**ELITE ACADEMIC ACADEMY - MOUNTAIN EMPIRE  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2022**

**NOTE 7 EMPLOYEE RETIREMENT**

**State Teachers' Retirement System (STRS)**

Plan Description

The Academy contributes to the State Teachers' Retirement System (STRS), a cost-sharing multi-employer public employee retirement system defined benefit pension plan administered by STRS. The plan provides retirement, disability and survivor benefits to beneficiaries. Benefit provisions are established by State statutes, as legislatively amended, within the State Teachers' Retirement Law. According to the most recently available Comprehensive Annual Financial Report and Actuarial Valuation Report for the year ended June 30, 2021, total STRS plan net assets are \$310 billion, the total actuarial present value of accumulated plan benefits is \$414 billion, contributions from all employers totaled \$5.744 billion, and the plan is 73% funded. The Academy did not contribute more than 5% of the total contributions to the plan.

Copies of the STRS annual financial reports may be obtained from STRS, 7667 Folsom Boulevard, Sacramento, CA 95826, and [www.calstrs.com](http://www.calstrs.com).

Funding Policy

Active plan members hired before January 1, 2013 are required to contribute 10.25% of their salary and those hired after are required to contribute 10.21% of their salary. The Academy is required to contribute an actuarially determined rate. The actuarial methods and assumptions used for determining the rate are those adopted by the STRS Teachers' Retirement Board. The required employer contribution rate for year ended June 30, 2022 was 16.92% of annual payroll. The contribution requirements of the plan members are established and may be amended by state statute.

The Academy's contributions to STRS for the past three years are as follows:

<u>Year Ending June 30.</u>	<u>Required Contribution</u>	<u>Percent Contributed</u>
2020	\$ 298,776	100%
2021	372,927	100%
2022	565,445	100%

**Defined Contributions Benefit Plan**

We sponsor a tax-deferred annuity plan (the Plan) qualified under IRC Section 403(b) covering substantially all full-time employees. The plan provides that employees who have attained the age of 21 and completed one year of service may voluntarily contribute from 3% to 10% of their earnings to the Plan, up to the maximum contribution allowed by the IRS. Employer contributions are discretionary and are determined and authorized by the board of directors each Plan year. During the year ended June 30, 2022, the Academy matched contributions amounting to \$8,255.

**ELITE ACADEMIC ACADEMY - MOUNTAIN EMPIRE**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2022**

**NOTE 7 EMPLOYEE RETIREMENT (CONTINUED)**

**SchoolFirst Federal Credit Union 401(a) Plan**

In July 2020, the Academy adopted a 401(a) plan administered by SchoolsFirst Plan Administration. The Academy makes discretionary employer non-elective contributions as defined in the 401(a) plan and eligible employees are vested based on years of service as defined in the 401(a) plan. Contributions to the 401(a) plan for the year ended June 30, 2021 was \$21,435.

**NOTE 8 RELATED PARTY TRANSACTIONS**

The Academy has a sister school, Elite Academic Academy – Lucerne, which has an independent board of directors from Elite Academic Academy - Mountain Empire and do not require consolidation under accounting principles generally accepted in the United States of America. At June 30, 2022, the amounts due to Elite Academic Academy – Lucerne totaled \$151,637.

**NOTE 9 CONTINGENCIES AND COMMITMENTS**

The Academy has received state and federal funds for specific purposes that are subject to review and audit by the grantor agencies. Although such audits could generate disallowances under terms of the grants, it is believed that any required reimbursement would not be material.

In prior fiscal year, the World Health Organization declared the spread of Coronavirus Disease (COVID-19) a worldwide pandemic. Subsequent to year-end, the COVID-19 pandemic continues to have significant effects on global markets, supply chains, businesses, and communities. Specific to the Academy, COVID-19 may impact various parts of its 2022 operations and financial results, including, but not limited to, loss of revenues, additional bad debts, costs for increased use of technology, or potential shortages of personnel. Management believes the Academy is taking appropriate actions to mitigate the negative impact. However, the full impact of COVID-19 is unknown and cannot be reasonably estimated as these events are still developing.

**NOTE 10 FUNCTIONALIZED EXPENSES**

The financial statements report certain categories of expenses that are attributed to more than one program or supporting function. Therefore, expenses require allocation on a reasonable basis that is consistently applied. The expenses that are allocated include salaries and wages, pension expense, other employee benefits, payroll taxes, other fees for services, office expenses, printing and postage, information technology, and other expenses, which are allocated on the basis of estimates of time and effort.

**SUPPLEMENTARY INFORMATION**

**ELITE ACADEMIC ACADEMY - MOUNTAIN EMPIRE  
 LOCAL EDUCATION AGENCY ORGANIZATION STRUCTURE – UNAUDITED  
 YEAR ENDED JUNE 30, 2022  
 (SEE INDEPENDENT AUDITORS' REPORT)**

The Academy began serving students in September 2018 and is sponsored by the Mountain Empire Unified School District (the District).

Charter school number authorized by the State: 1924

The board of directors and the administrators as of the year ended June 30, 2022 were as follows:

**BOARD OF DIRECTORS**

<u>Member</u>	<u>Office</u>	<u>Term End (Length)</u>
Morgen Oelcker	Board President	September 2022 (1 Year)
Patrick Keeley	Board Vice President	September 2022 (1 Year)
Ronald Jackson	Board Treasurer/Secretary	March 2022 (1 Year)

**ADMINISTRATORS**

Meghan Freeman	Chief Executive Officer
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**ELITE ACADEMIC ACADEMY - MOUNTAIN EMPIRE  
SCHEDULE OF INSTRUCTIONAL TIME  
YEAR ENDED JUNE 30, 2022**

N/A – The Academy is a non-classroom based school.

**ELITE ACADEMIC ACADEMY - MOUNTAIN EMPIRE  
SCHEDULE OF DAILY AVERAGE ATTENDANCE  
YEAR ENDED JUNE 30, 2022**

**P-2 Report - Nonclassroom Average Daily Attendance**

	Apportionment Days Claimed through P-2	Number of School Calendar Days through P-2	Average Daily Attendance P-2 Report
Track A	10,664	107	99.66
Track B	76,452	123	621.56
ADA Totals			721.22
			Average Daily Attendance
Grades K-3			233.07
Grades 4-6			162.06
Grades 7-8			100.45
Grades 9-12			225.65
ADA Totals			721.23

**P-Annual Report - Nonclassroom Average Daily Attendance**

	Apportionment Days Claimed through P-Annual	Number of School Calendar Days through P-Annual	Average Daily Attendance P-Annual Report
Track A	12,677	175	72.44
Track B	108,664	175	620.94
ADA Totals			693.38
			Average Daily Attendance
Grades K-3			231.72
Grades 4-6			161.87
Grades 7-8			100.21
Grades 9-12			199.57
ADA Totals			693.37

There is no Average Daily Attendance generated through classroom-based instruction.

**ELITE ACADEMIC ACADEMY - MOUNTAIN EMPIRE  
RECONCILIATION OF ANNUAL FINANCIAL REPORT WITH  
AUDITED FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2022**

June 30, 2022 Annual Financial Report Fund Balances (Net Assets)	\$ 1,001,684
Adjustments and Reclassifications:	
Decrease of Fund Balance (Net Assets):	
Cash and Cash Equivalents	(1,481)
Prepaid Expenses and Other Assets	2,081
Accounts Payable and Accrued Liabilities	18,305
Net Adjustments and Reclassifications	<u>18,905</u>
June 30, 2022 Audited Financial Statement Fund Balances (Net Assets)	<u><u>\$ 1,020,589</u></u>

*See accompanying Independent Auditors' Report and Notes to Supplementary Information.*

**ELITE ACADEMIC ACADEMY - MOUNTAIN EMPIRE**  
**NOTES TO SUPPLEMENTARY INFORMATION**  
**JUNE 30, 2022**

**PURPOSE OF SCHEDULES**

**NOTE 1 SCHEDULE OF INSTRUCTIONAL TIME**

This schedule presents information on the amount of instructional time offered by Academy and whether Academy complied with the provisions of the Education Code.

**NOTE 2 SCHEDULE OF AVERAGE DAILY ATTENDANCE**

Average daily attendance is a measurement of the number of pupils attending classes of Academy. The purpose of attendance accounting from a fiscal standpoint is to provide the basis on which apportionments of state funds are made to charter schools. This schedule provides information regarding the attendance of students at various grade levels.

**NOTE 3 RECONCILIATION OF ANNUAL FINANCIAL REPORT WITH AUDITED FINANCIAL STATEMENTS**

This schedule provides the information necessary to reconcile the net assets of the charter schools as reported on the Annual Financial Report form to the audited financial statements.





**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS  
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED  
IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

Board of Directors  
Elite Academic Academy - Mountain Empire  
Temecula, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States of America, the financial statements of Elite Academic Academy - Mountain Empire (the Academy), a nonprofit California public benefit corporation, which comprise the statement of financial position as of June 30, 2022, and the related statements of activities, functional expenses, and cash flows, for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated November 26, 2022.

**Report on Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Academy's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Academy's internal control. Accordingly, we do not express an opinion on the effectiveness of the Academy's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency or a combination of deficiencies in internal control such that there is a reasonable possibility that a material misstatement of the financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

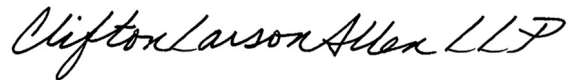
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Academy’s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity’s internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity’s internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



**CliftonLarsonAllen LLP**

Glendora, California  
November 26, 2022



## INDEPENDENT AUDITORS' REPORT ON STATE COMPLIANCE

Board of Directors  
Elite Academic Academy - Mountain Empire  
Temecula, California

### Opinion on State Compliance

We have audited Elite Academic Academy - Mountain Empire's (the Academy) compliance with the types of compliance requirements described in the *2021-2022 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel for the year ended June 30, 2022. The Academy's State compliance requirements are identified in the table below.

In our opinion, the Academy complied with the laws and regulations of the state programs referred to above in all material respects for the year ended June 30, 2022.

### Basis for Opinion

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and *2021-2022 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel. Our responsibilities under those standards and *2021-2022 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Academy and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion. Our audit does not provide a legal determination of the Academy's compliance with the compliance requirements referred to above.

### Responsibilities of Management for Compliance

Management is responsible for the compliance with the state laws and regulations as identified below.

### Auditors' Responsibility for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to below occurred, whether due to fraud or error, and express an opinion on the Academy's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in

accordance with GAAS, *Government Auditing Standards*, and *2021-2022 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Academy's compliance with the requirements of the government program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and *2021-2022 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Academy's compliance with the compliance requirements referred to below and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the Academy's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with *2021-2022 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel, but not for the purpose of expressing an opinion on the effectiveness of the Academy's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

**Compliance Requirements Tested**

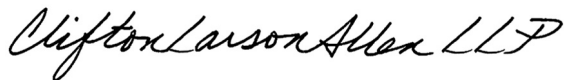
In connection with the audit referred to above, we selected and tested transactions and records to determine the Academy's compliance with the laws and regulations applicable to the following items:

<u>Description</u>	<u>Procedures Performed</u>
School Districts, County Offices of Education, and Charter Schools:	
California Clean Energy Jobs Act	Not Applicable
After/Before School Education and Safety Program	Not Applicable
Proper Expenditure of Education Protection Account Funds	Yes
Unduplicated Local Control Funding Formula Pupil Counts	Yes
Local Control and Accountability Plan	Yes
Independent Study-Course Based	Not Applicable
Immunizations	Yes
Educator Effectiveness	Yes
Expanded Learning Opportunities Grant (ELO-G)	Yes
Career Technical Education Incentive Grant	Yes
In Person Instruction Grant	Not Applicable

<u>Description</u>	<u>Procedures Performed</u>
Charter Schools:	
Attendance	Yes
Mode of Instruction	Not Applicable
Nonclassroom-Based Instruction/Independent Study	Yes
Determination of Funding for Nonclassroom-Based Instruction	Yes
Annual Instructional Minutes – Classroom Based	Not Applicable
Charter School Facility Grant Program	Not Applicable

**Purpose of this Report**

The purpose of this report on state compliance is solely to describe the results of testing based on the requirements of the *2021-2022 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel. Accordingly, this report is not suitable for any other purpose.



**CliftonLarsonAllen LLP**

Glendora, California  
November 26, 2022

**ELITE ACADEMIC ACADEMY - MOUNTAIN EMPIRE  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED JUNE 30, 2022**

All audit findings must be identified as one or more of the following categories:

<u>Five Digit Code</u>	<u>Finding Types</u>
10000	Attendance
20000	Inventory of Equipment
30000	Internal Control
40000	State Compliance
42000	Charter School Facilities Program
43000	Apprenticeship
50000	Federal Compliance
60000	Miscellaneous
61000	Classroom Teacher Salaries
62000	Local Control Accountability Plan
70000	Instructional Materials
71000	Teacher Misassignments
72000	School Accountability Report Card

Our audit did not disclose any matters required to be reported in accordance with *Government Auditing Standards* or the *2021-2022 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*.

**ELITE ACADEMIC ACADEMY - MOUNTAIN EMPIRE  
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS  
YEAR ENDED JUNE 30, 2022**

There were no findings and questioned costs related to the basic financial statements or state awards for the prior year.



CLA (CliftonLarsonAllen LLP) is a network member of CLA Global. See [CLAGlobal.com/disclaimer](http://CLAGlobal.com/disclaimer). Investment advisory services are offered through CliftonLarsonAllen Wealth Advisors, LLC, an SEC-registered investment advisor.





## Elite Academic Academy - Mountain Empire -December 1st, 2022

### Elite Academic Academy - Mountain Empire

#### 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/94339322461?pwd=dVJiSVBTbTNleGZobGduSk1NZINyZz09> Meeting ID: 943 3932 2461  
Passcode: 517181 One tap mobile  
+16699009128,,94339322461#,,,,\*517181# US (San Jose)

Time: 10:00 a.m.

#### 1.0 Call To Order

Roll Call:

Morgen Oelckers, Ronnie Jackson

**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 December 1st, 2022.

#### 2.1 Board Organization

##### A. Consideration of Board Vice President

It is recommended that the board consider Ms. Lindsey Burkett as Vice President for the Elite Academic Academy Mountain Empire Board of Directors.

Ms. Lindsey Burkett Resume.pdf

#### 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: 11:06 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](mailto:galtamirano@eliteacademic.com). Please complete and return the form for agendized or non-agendized items, prior to the

[Morgen](#) [Ronnie](#)

Motion: Second:

Vote: [Morgen; Aye, Ronnie: Aye.](#)  
Item carries 2-0.

[Morgen](#) [Ronnie](#)

Motion: Second:

Vote: [Vote: Morgen; Aye, Ronnie: Aye.](#)  
Item carries 2-0.

[Motion to amend language in item 2.1.A to read "approve" instead of "consider":](#)

[Motion: Morgen](#)

[Second: Ronnie](#)

[Vote: Morgen; Aye, Ronnie: Aye.](#)

[Item carries 2-0.](#)

[Motion to approve amended language in item 2.1.A:](#)

[Motion: Morgen](#)

[Second: Ronnie](#)

[Vote: Morgen; Aye, Ronnie: Aye.](#)

[Item carries 2-0.](#)

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 Authorizer Report

CEO Report EAA-ME Nov 2022.pdf

#### B. Data Review

Mountain Board Presentation.pdf

### 9.2 Consent Agenda

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

#### A. Meeting Minutes from November 3rd, 2022

EAA-ME 11.03.2022.pdf

#### B. Warrant Register

WarrantRegisterME\_Nov\_2223.pdf

#### C. New Instructional Materials Community Partners

Elite Academic Instructional Service Community  
Partner\_November\_2022 - VCI Community Partners.pdf

#### D. New Educational Materials Community Partners

Elite Academic Educational Materials  
Partner\_November\_2022.xlsx - EM Partners.pdf

## 10.0 Personnel Services

## 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.

ME-Resolution recognizing a state of emergency and authorizing teleconferenced meetings pursuant to AB 361.pdf

### 11.2 First Interim Report

It is recommended that the board approve the following First Interim Report for Elite Academic Academy - Mountain Empire.

FY 22.23\_First Interim\_ME Board Report.pdf

FY 22.23\_First Interim\_ME Cash Graph.pdf

FY23\_EAA\_ME\_FirstInterim County Report.xlsx

Morgen Ronnie

Motion: Second:

Vote: Morgen; Aye, Lindsey; Aye,  
Ronnie; Aye.  
Item carries 3-0.

Morgen Ronnie

Motion: Second:

Vote: Morgen; Aye, Lindsey;  
Aye, Ronnie; Aye.  
Item carries 3-0.

Morgen Ronnie

Motion: Second:

Vote: Morgen; Aye, Lindsey;  
Aye, Ronnie; Aye.  
Item carries 3-0.

### 11.3 Securely Contract

It is recommended that the board approve the following Securely Contract for Elite Academic Academy - Mountain Empire.

Elite Academic Academy - Securely Filter Renewal Aware (22) 3YR QUOTE\_V1 (1).pdf

### 11.4 Staff Equipment Orders

It is recommended that the board retroactively approve the following Staff Equipment Orders for Elite Academic Academy - Mountain Empire.

EAA Staff Equipment Baggar Sports (2).pdf

EAA Staff Equipment Baggar Sports.pdf

### 11.5 Lease Renewal for Elite Business Office 43414

It is recommended that the board approve the Lease Renewal for Business Office 43414 for Elite Academic Academy - Mountain Empire.

EAA Lease Renewal 22.23.pdf

### 11.6 Audit for the 21-22 School Year

It is recommended that the board approve the following Audit for the 21-22 school year for Elite Academic Academy - Mountain Empire.

## 12.0 Educational Services/Policy Development

### 12.1 Suicide Prevention Policy

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

EAA Suicide Risk Assessment - 2022.pdf

EAA Suicide Risk Assessment Procedures 2022.pdf

### 12.2 Obsolete Technology Items

It is recommended that the board approve the following Obsolete Technology Items for Elite Academic Academy - Mountain Empire.

Obsolete Technology Equipment - Whoop.pdf

### 12.3 Elite Title IX Policy

It is recommended that the board approve the following Elite Title IX Policy for Elite Academic Academy - Mountain Empire.

Elite Title IX Policy(pending board approval).pdf

## 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 February 2nd, 2023 at 10:00 am.

## 15.0 Board Comments and Future Planning

Time: 11:02 a.m.

## 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

Morgen Lindsey

Motion: Second:

Vote: Morgen; Aye, Lindsey;  
Aye, Ronnie; Aye.  
Item carries 3-0.

Morgen Ronnie

Motion: Second:

Vote: Morgen; Aye, Lindsey;  
Aye, Ronnie; Aye.  
Item carries 3-0.

Morgen Ronnie

Motion: Second:

Vote: Morgen; Aye, Lindsey;  
Aye, Ronnie; Aye.  
Item carries 3-0.

\*Item pulled from agenda

Motion: Second:

Vote:

Morgen Ronnie

Motion: Second:

Vote: Morgen; Aye, Lindsey;  
Aye, Ronnie; Aye.  
Item carries 3-0.

Morgen Ronnie

Motion: Second:

Vote: Morgen; Aye, Lindsey;  
Aye, Ronnie; Aye.  
Item carries 3-0.

Morgen Ronnie

Motion: Second:

Vote: Morgen; Aye, Lindsey;  
Aye, Ronnie; Aye.  
Item carries 3-0.

Morgen Ronnie

Motion: Second:

Vote: Morgen; Aye, Lindsey;  
Aye, Ronnie; Aye.  
Item carries 3-0.

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  
Laura Spencer  
Allison Watters  
Kris Mason  
Michelle Wood  
Scott Michaelson  
Jen Edick  
Ashlea Kirkland  
Adam Woodard  
Catherine Heredia  
Rachel Gonzalez  
Evan Jorgensen  
Antonette Sims  
Lauren Valdez  
Karen Makkai  
Monique Waithe  
Misty Cervantes

## Elite Academic Academy - Mountain Empire

Date	Vendor Name	Account Name	Ref Number	Amount
11/24/2022	PURCHASE INTEREST CHARGE	Banking Fees	CC 0348	\$276.01
11/29/2022	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1PYY-T1P6-97JT	\$27.71
11/29/2022	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1TKM-77DL-4JPY	\$30.75
11/29/2022	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	11CC-HN4J-J7FH	\$26.67
11/29/2022	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1PYY-T1P6-KKG1	\$67.76
11/29/2022	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1VQL-MKHY-P3QT	\$272.10
11/29/2022	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1LG9-KQGP-M3K3	\$32.31
11/29/2022	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1CFP-QVHJ-9LMP	\$45.83
11/29/2022	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1YYT-FQ93-73LY	\$165.73
11/29/2022	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1W6C-9XVM-3KXL	\$16.69
11/29/2022	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1MQD-CXWF-H337	\$5.38
11/29/2022	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1XYT-HKGX-4NKK	\$37.36
11/29/2022	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1L9X-F7KL-1YJV	\$18.31
11/29/2022	BYU Independent Study	Approved Core Curriculum, Teacher Manuals &	DCE-00012967	\$390.00
11/29/2022	Beautiful Feet Books, Inc.	Approved Core Curriculum, Teacher Manuals &	18508	\$266.75
11/29/2022	BookShark, LLC	Approved Core Curriculum, Teacher Manuals &	BI0015366	\$253.86
11/29/2022	Brave Writer	Approved Core Curriculum, Teacher Manuals &	527213308	\$229.00
11/29/2022	Dash Into Learning	Approved Core Curriculum, Teacher Manuals &	527027634	\$64.99
11/29/2022	Dash Into Learning	Approved Core Curriculum, Teacher Manuals &	527128896	\$161.98
11/29/2022	Dash Into Learning	Approved Core Curriculum, Teacher Manuals &	527142810	\$175.49
11/29/2022	Dash Into Learning	Approved Core Curriculum, Teacher Manuals &	527125712	\$175.49
11/29/2022	Dash Into Learning	Approved Core Curriculum, Teacher Manuals &	527022035	\$89.98
11/29/2022	Dash Into Learning	Approved Core Curriculum, Teacher Manuals &	527079836	\$174.99
11/29/2022	Dash Into Learning	Approved Core Curriculum, Teacher Manuals &	527146431	\$195.48
11/29/2022	Demme Learning LLC	Approved Core Curriculum, Teacher Manuals &	0797238-IN	\$248.05
11/29/2022	Elemental Science, Inc.	Approved Core Curriculum, Teacher Manuals &	IN-5062	\$36.00
11/29/2022	Generation Genius, Inc.	Approved Core Curriculum, Teacher Manuals &	GG159295	\$175.00
11/29/2022	Generation Genius, Inc.	Approved Core Curriculum, Teacher Manuals &	GG159844	\$175.00
11/29/2022	Hewitt Homeschooling Resources	Approved Core Curriculum, Teacher Manuals &	108391	\$39.95
11/29/2022	Logic of English	Approved Core Curriculum, Teacher Manuals &	SI-166453	\$196.89
11/29/2022	Miaplaza, Inc.	Approved Core Curriculum, Teacher Manuals &	3598	\$37.95
11/29/2022	Miaplaza, Inc.	Approved Core Curriculum, Teacher Manuals &	3599	\$37.95
11/29/2022	Miaplaza, Inc.	Approved Core Curriculum, Teacher Manuals &	3597	\$37.95
11/29/2022	Mimeo.com, Inc	Approved Core Curriculum, Teacher Manuals &	1864950	\$65.31

## Elite Academic Academy - Mountain Empire

11/29/2022	Mimeo.com, Inc	Approved Core Curriculum, Teacher Manuals &	1866879	\$151.33
11/29/2022	Outschool, Inc.	Approved Core Curriculum, Teacher Manuals &	12345708428	\$125.00
11/29/2022	Outschool, Inc.	Approved Core Curriculum, Teacher Manuals &	12345708431	\$12.00
11/29/2022	Outschool, Inc.	Approved Core Curriculum, Teacher Manuals &	12345708432	\$96.00
11/29/2022	Pandia Press	Approved Core Curriculum, Teacher Manuals &	38238	\$105.98
11/29/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3906905	\$62.79
11/29/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3906914	\$394.83
11/29/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3906907	\$30.07
11/29/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3906904	\$25.55
11/29/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3906912	\$34.56
11/29/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3906797	\$132.29
11/29/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3906902	\$121.83
11/29/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3908066	\$75.76
11/29/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3887066	\$112.11
11/29/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3909197	\$43.60
11/29/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3911269	\$35.41
11/29/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3911278	\$107.66
11/29/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3911282	\$67.72
11/29/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3911432	\$117.75
11/29/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3911431	\$25.55
11/29/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3911270	\$43.60
11/29/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3911433	\$135.29
11/29/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3911280	\$54.15
11/29/2022	Studies Weekly	Approved Core Curriculum, Teacher Manuals &	453710	\$64.54
11/29/2022	Studies Weekly	Approved Core Curriculum, Teacher Manuals &	464881	\$32.27
11/29/2022	Studies Weekly	Approved Core Curriculum, Teacher Manuals &	464884	\$32.42
11/29/2022	Studies Weekly	Approved Core Curriculum, Teacher Manuals &	464732	\$64.54
11/29/2022	Studies Weekly	Approved Core Curriculum, Teacher Manuals &	465907	\$32.27
11/29/2022	Studies Weekly	Approved Core Curriculum, Teacher Manuals &	465479	\$32.27
11/29/2022	Teacher Synergy LLC	Approved Core Curriculum, Teacher Manuals &	209785887	\$47.74
11/29/2022	Teacher Synergy LLC	Approved Core Curriculum, Teacher Manuals &	210460695	\$5.00
11/29/2022	Teacher Synergy LLC	Approved Core Curriculum, Teacher Manuals &	210464233	\$24.00
11/29/2022	Teacher Synergy LLC	Approved Core Curriculum, Teacher Manuals &	210623407	\$28.00
11/29/2022	Teacher Synergy LLC	Approved Core Curriculum, Teacher Manuals &	210758821	\$50.50
11/29/2022	Thinkwell Corporation	Approved Core Curriculum, Teacher Manuals &	206234	\$104.85

## Elite Academic Academy - Mountain Empire

11/29/2022	Zingy Learning	Approved Core Curriculum, Teacher Manuals &	24019	\$750.00
11/29/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1Q7D-HWLR-TKCJ	\$213.35
11/29/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1F9R-GWGK-PL4L	\$28.41
11/29/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1DJN-KFF9-FLC9	\$51.86
11/29/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1HVK-63VK-4QX6	\$18.03
11/29/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	163H-7QJP-X6WY	\$19.56
11/29/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1VDY-L4QV-MVPQ	\$305.63
11/29/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1CFP-QVHJ-V3QN	\$131.49
11/29/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1DKG-RYC9-KHD3	\$14.99
11/29/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	114Q-NCLD-CTW4	\$15.69
11/29/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1CFP-QVHJ-FL1N	\$57.34
11/29/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1K6D-RW1H-PXNL	\$79.33
11/29/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1DGJ -DG4W-QJVW	\$505.08
11/29/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1QXD-RW3J-7M1C	\$196.68
11/29/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1CXT-3FXV-GQTW	\$251.64
11/29/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	19W4-6VR9-XQRY	\$10.44
11/29/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	171K-QQV6-PVWF	\$61.81
11/29/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1WQQ-HMJ1-1HHG	\$70.63
11/29/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1LDJ-JNDH-G3DK	\$18.47
11/29/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1NJY-M36C-K63K	\$14.99
11/29/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1N79-F4RV-HHXM	\$16.15
11/29/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1CPQ-KXN6-6P9Y	\$19.55
11/29/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1XNP-XJRT-4WP3	\$7.49
11/29/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	17TJ-L1JD-GWMM	\$8.15
11/29/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1N9H-T1NF-39H7	\$35.65
11/29/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1793-TGYG-49DK	\$119.72
11/29/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1DXH-LKGM-DCC6	\$15.28
11/29/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	19QL-7NKC-7KGY	\$14.92
11/29/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1KD1-QDJ1-7NHJ	\$40.71
11/29/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1NFK-XW1N-GWTM	\$22.82
11/29/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	14PQ-TMPH-GD4N	\$99.10
11/29/2022	Blick Art Materials	Core Teaching/Student Supplies	9467649	\$63.90
11/29/2022	Candace Nielson	Core Teaching/Student Supplies	NIE110222	\$148.95
11/29/2022	Cristina Duke	Core Teaching/Student Supplies	DUK110122a	\$59.88
11/29/2022	Cristina Duke	Core Teaching/Student Supplies	DUK110122	\$59.88

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11/29/2022	KiwiCo, Inc.	Core Teaching/Student Supplies	KE-1109CBAB10272236	\$248.92
11/29/2022	KiwiCo, Inc.	Core Teaching/Student Supplies	KE-6A80CFA810312209	\$73.22
11/29/2022	Lakeshore Learning Materials	Core Teaching/Student Supplies	645029102722	\$61.86
11/29/2022	Lakeshore Learning Materials	Core Teaching/Student Supplies	684842110722	\$60.75
11/29/2022	Laura Twitchell	Core Teaching/Student Supplies	TWI111822a	\$14.05
11/29/2022	Little Passports, Inc	Core Teaching/Student Supplies	IN-0000992335	\$477.44
11/29/2022	Little Passports, Inc	Core Teaching/Student Supplies	IN-0000993098	\$180.70
11/29/2022	Mimeo.com, Inc	Core Teaching/Student Supplies	1866879	\$1,022.32
11/29/2022	Rainbow Resource Center	Core Teaching/Student Supplies	3906906	\$183.94
11/29/2022	Rainbow Resource Center	Core Teaching/Student Supplies	3898498	\$33.14
11/29/2022	Staples Business Credit	Core Teaching/Student Supplies	7367337516-0-1	\$71.26
11/29/2022	Staples Business Credit	Core Teaching/Student Supplies	7601651875-0-2	\$69.92
11/29/2022	Staples Business Credit	Core Teaching/Student Supplies	7367632027-0-1	\$131.94
11/29/2022	Therry Boissonneault	Core Teaching/Student Supplies	BOI110822	\$39.00
11/29/2022	A+ In Home Tutors dba Firefly Tutors	Educational Services	527222619	\$560.00
11/29/2022	Aerial Theory	Educational Services	527222533	\$80.00
11/29/2022	Amber Schreckengaust	Educational Services	527229328	\$658.75
11/29/2022	Amy Enger	Educational Services	ENG111822	\$150.00
11/29/2022	Amy Enger	Educational Services	ENG111822a	\$50.00
11/29/2022	Amy Enger	Educational Services	ENG110822	\$60.00
11/29/2022	Amy Enger	Educational Services	ENG110822a	\$187.00
11/29/2022	Ann D. Haynes	Educational Services	527229299	\$574.80
11/29/2022	Brain Builders STEM Education	Educational Services	527222569	\$310.40
11/29/2022	Branche Jones	Educational Services	108	\$1,500.00
11/29/2022	Caroline Beus	Educational Services	527230942	\$125.00
11/29/2022	Cece's Artistic Touch	Educational Services	527222573	\$225.00
11/29/2022	Coastal Music Studios	Educational Services	527229076	\$160.00
11/29/2022	Cristina Duke	Educational Services	DUK110822a	\$80.00
11/29/2022	Cristina Duke	Educational Services	DUK110822b	\$80.00
11/29/2022	Cristina Duke	Educational Services	DUK110822	\$80.00
11/29/2022	Debora Belardino	Educational Services	527222672	\$65.00
11/29/2022	EM Sports LLC	Educational Services	527229080	\$250.00
11/29/2022	Elaine Huffman	Educational Services	HUF111622	\$242.50
11/29/2022	Elaine Huffman	Educational Services	HUF111822	\$295.00
11/29/2022	Foundations Tutoring	Educational Services	527229281	\$319.00



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11/29/2022	Friends of Willow Tree	Educational Services	527229082	\$11,075.21
11/29/2022	Grace Mun	Educational Services	MUN111622	\$110.00
11/29/2022	Gymninny Kids Inc	Educational Services	527229312	\$1,148.30
11/29/2022	Gymninny Kids Inc	Educational Services	527232196	\$179.88
11/29/2022	HOPE Vision Center	Educational Services	360	\$2,270.00
11/29/2022	Head2Heart Partners in Education	Educational Services	527222624	\$1,400.00
11/29/2022	JKW Innovations LLC	Educational Services	527222640	\$533.30
11/29/2022	Jaclyn Hutchins*	Educational Services	527222637	\$415.00
11/29/2022	Jacob Coronado	Educational Services	COR110722a	\$500.00
11/29/2022	Jacob Coronado	Educational Services	COR110722	\$500.00
11/29/2022	Jacob Coronado	Educational Services	COR110822	\$323.00
11/29/2022	Jacquelynn Hoare	Educational Services	HOA110822b	\$256.00
11/29/2022	Jacquelynn Hoare	Educational Services	HOA110822a	\$144.00
11/29/2022	Jacquelynn Hoare	Educational Services	HOA110822	\$120.00
11/29/2022	Jacquelynn Hoare	Educational Services	HOA110822c	\$120.00
11/29/2022	Jacquelynn Hoare	Educational Services	HOA110822e	\$136.00
11/29/2022	Jennifer Doerrige	Educational Services	DOE110822	\$100.00
11/29/2022	Jennifer Doerrige	Educational Services	DOE110922	\$75.00
11/29/2022	Jennifer Doerrige	Educational Services	DOE110822a	\$75.00
11/29/2022	Jessica Sibole	Educational Services	SIB110222	\$25.00
11/29/2022	Joanie Mendenhall Studio Inc.	Educational Services	527222649	\$214.00
11/29/2022	Karin Leonard	Educational Services	527222676	\$197.50
11/29/2022	Karyn Colon	Educational Services	COL111822a	\$156.00
11/29/2022	Kelsey Jauregui	Educational Services	JAU111622a	\$175.00
11/29/2022	Kelsey Jauregui	Educational Services	JAU111622	\$175.00
11/29/2022	Kelsey Swann	Educational Services	SWA110822	\$75.00
11/29/2022	Kimberly Keeth	Educational Services	527222659	\$4,650.00
11/29/2022	Laura Twitchell	Educational Services	TWI111822	\$98.60
11/29/2022	Laura Twitchell	Educational Services	TWI111822a	\$98.60
11/29/2022	Laura Wedemeyer	Educational Services	527222662	\$560.00
11/29/2022	Loramy Caceres	Educational Services	CAC111622	\$774.00
11/29/2022	Loramy Caceres	Educational Services	CAC111622b	\$774.00
11/29/2022	Loramy Caceres	Educational Services	CAC111622f	\$774.00
11/29/2022	Loramy Caceres	Educational Services	CAC111622c	\$179.00
11/29/2022	Loramy Caceres	Educational Services	CAC111622d	\$179.00

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11/29/2022	Loramy Caceres	Educational Services	CAC111622a	\$774.00
11/29/2022	Loramy Caceres	Educational Services	CAC111622e	\$774.00
11/29/2022	Louvina Sheffield	Educational Services	527229030	\$1,390.00
11/29/2022	Marcelle Caratti	Educational Services	527229308	\$90.00
11/29/2022	Marcelle Caratti	Educational Services	527230949	\$480.00
11/29/2022	Mary Longbottom	Educational Services	527229306	\$383.00
11/29/2022	Melissa Cole	Educational Services	527222570	\$180.00
11/29/2022	Melissa J. Diwa Enterprises	Educational Services	527222561	\$1,756.00
11/29/2022	Melissa J. Diwa Enterprises	Educational Services	527229074	\$855.00
11/29/2022	Melissa J. Diwa Enterprises	Educational Services	527232184	\$720.00
11/29/2022	Melissa Leonard	Educational Services	527222685	\$455.00
11/29/2022	Mikala Aragon	Educational Services	527222537	\$205.00
11/29/2022	Miroslava Morrissey	Educational Services	MOR110822	\$135.00
11/29/2022	Mr. D Math, LLC	Educational Services	527229310	\$487.00
11/29/2022	Murrieta Academy of Music and Perfo	Educational Services	527222690	\$482.00
11/29/2022	Nabila Magdaleno	Educational Services	MAG110822	\$240.00
11/29/2022	Natalie Johnson	Educational Services	JOH110322	\$60.00
11/29/2022	Nicole the Math Lady, LLC	Educational Services	5635	\$59.00
11/29/2022	Nicole the Math Lady, LLC	Educational Services	5636	\$79.00
11/29/2022	Nicole the Math Lady, LLC	Educational Services	5634	\$59.00
11/29/2022	Oceanside Ivey Ranch Park Associati	Educational Services	527229303	\$840.00
11/29/2022	Oceanside Ivey Ranch Park Associati	Educational Services	527232190	\$120.00
11/29/2022	Play-Well TEKnologies	Educational Services	527232200	\$211.00
11/29/2022	Power of Leverage Brazilian Jiu Jitsu	Educational Services	527222696	\$495.00
11/29/2022	Rebecca Shue	Educational Services	527222705	\$771.53
11/29/2022	Rebecca Woolley	Educational Services	WOO110922	\$140.00
11/29/2022	Renea Ree	Educational Services	527222686	\$760.00
11/29/2022	Rock Creek Education Center	Educational Services	527222700	\$15,190.81
11/29/2022	Rock Creek Education Center	Educational Services	527229317	\$2,129.00
11/29/2022	Rock Rose School for Creative Learning	Educational Services	527229287	\$2,750.00
11/29/2022	Sandra Lund	Educational Services	527229324	\$282.00
11/29/2022	Sara Krause-Whyte	Educational Services	527232202	\$6,660.00
11/29/2022	Sean Pennington	Educational Services	527222707	\$140.00
11/29/2022	Selene A. Gomez	Educational Services	527222674	\$120.00
11/29/2022	SoCal STEM LLC	Educational Services	527229336	\$717.09

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11/29/2022	Stacie Marie Birky Greene	Educational Services	527222553	\$165.00
11/29/2022	Steffani Clark-Jijon	Educational Services	527222626	\$272.00
11/29/2022	Tranhoai Nguyen	Educational Services	NGU111522	\$120.00
11/29/2022	Tranhoai Nguyen	Educational Services	NGU111022	\$108.00
11/29/2022	Tutoring by Patty Orlaski LLC	Educational Services	527229338	\$1,230.00
11/29/2022	U.S. Music Lessons	Educational Services	527222712	\$304.00
11/29/2022	Ursula Marin	Educational Services	MAR111622	\$220.00
11/29/2022	Vanessa Anderson	Educational Services	527222603	\$340.00
11/29/2022	Wendy Yen	Educational Services	527222722	\$124.80
11/29/2022	Write On! Webb	Educational Services	2735	\$237.50
11/29/2022	Write On! Webb	Educational Services	2734	\$237.50
11/29/2022	Write On! Webb	Educational Services	2737	\$118.75
11/29/2022	Write On! Webb	Educational Services	2738	\$118.75
11/29/2022	Write On! Webb	Educational Services	2736	\$158.33
11/29/2022	weXplore LLC	Educational Services	527222721	\$1,040.00
11/29/2022	Stukent, Inc.	Marketing	15418	\$500.00
11/29/2022	Amazon Capital Services, Inc.	Materials & Supplies - Office	17YY-FT43-4QWM	\$31.92
11/29/2022	Amazon Capital Services, Inc.	Materials & Supplies - Office	1MQD-CXWF-9K6Y	\$145.41
11/29/2022	Amazon Capital Services, Inc.	Materials & Supplies - Office	1DCX-RJ7Y-G9DJ	\$13.59
11/29/2022	Amazon Capital Services, Inc.	Materials & Supplies - Office	1HDN-GR33-3H9V	\$8.63
11/29/2022	Thomas S. Olson	Postage & Delivery - Educational	OLS110322	\$52.29
11/29/2022	Pioneer Nashville II, LLC	Rent - Facilities Lease	012Dec22STE130	\$1,030.50
11/29/2022	Wildomar Valley Wood Products, Inc.,	Rent - Facilities Lease	12Dec2022Lease	\$2,633.50
11/29/2022	NCS Pearson, Inc.	Special Education Services	20072175	\$36.43
11/29/2022	NCS Pearson, Inc.	Special Education Services	20077766	\$82.50
11/29/2022	NCS Pearson, Inc.	Special Education Services	20083472	\$467.19
11/29/2022	Specialized Therapy Services, Inc.	Special Education Services	ELAA02-0922	\$1,157.50
11/29/2022	OPS	Technology Services & Software - Educational	2393	\$1,276.15
11/29/2022	School Pathways Holdings, LLC	Technology Services & Software - Educational	140-INV4215	\$4,217.61
11/29/2022	Stukent, Inc.	Technology Services & Software - Educational	15418	\$500.00
11/30/2022	FIS LOCKBOX OPERATIONS ATTN:PITN	Postage & Delivery - Educational	013.ME	\$5,000.00
12/1/2022	Legends Hospitality, LLC	Educational Services	5632	\$1,079.00
12/1/2022	Legends Hospitality, LLC	Educational Services	3494	\$650.00
12/1/2022	Anthem Blue Cross	Health Insurance	202211927460	\$16,134.18
12/1/2022	Guardian	Health Insurance	012Dec2022	\$2,903.98

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12/5/2022	CN Poway LLC	Educational Services	527229078	\$398.00
12/5/2022	CN Poway LLC	Educational Services	527194568	\$169.00
12/6/2022	GREENBOX SERVICES	Business Services	CC 0348	\$12,850.81
12/7/2022	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1JTJ-XKVD-4DT1	\$101.22
12/7/2022	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1WDK-HXGN-661L	\$61.15
12/7/2022	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1QVM-V7DL-6W4Q	\$21.81
12/7/2022	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1RF4-J73V-1M3V	\$26.18
12/7/2022	AoPS Incorporated	Approved Core Curriculum, Teacher Manuals &	INV227696	\$315.00
12/7/2022	BookShark, LLC	Approved Core Curriculum, Teacher Manuals &	BI0015660	\$35.52
12/7/2022	Generation Genius, Inc.	Approved Core Curriculum, Teacher Manuals &	GG159544	\$175.00
12/7/2022	Learning A-Z, LLC	Approved Core Curriculum, Teacher Manuals &	6111331	\$117.00
12/7/2022	Moving Beyond the Page	Approved Core Curriculum, Teacher Manuals &	275185	\$187.51
12/7/2022	Pandia Press	Approved Core Curriculum, Teacher Manuals &	38248	\$17.99
12/7/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3916769	\$440.09
12/7/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3920651	\$136.47
12/7/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3920682	\$38.15
12/7/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3920674	\$73.34
12/7/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3920552	\$34.68
12/7/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3920642	\$109.31
12/7/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3920681	\$114.71
12/7/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3920600	\$19.51
12/7/2022	Singapore Math Inc.	Approved Core Curriculum, Teacher Manuals &	SO-10081	\$147.53
12/7/2022	Studies Weekly	Approved Core Curriculum, Teacher Manuals &	466492	\$64.84
12/7/2022	Teacher Synergy LLC	Approved Core Curriculum, Teacher Manuals &	211873649	\$113.79
12/7/2022	Teacher Synergy LLC	Approved Core Curriculum, Teacher Manuals &	211849355	\$127.00
12/7/2022	Teacher Synergy LLC	Approved Core Curriculum, Teacher Manuals &	212168887	\$137.94
12/7/2022	Team Yurich LLC	Approved Core Curriculum, Teacher Manuals &	591EFC56-0001	\$95.00
12/7/2022	Thinkwell Corporation	Approved Core Curriculum, Teacher Manuals &	206267	\$34.95
12/7/2022	Thinkwell Corporation	Approved Core Curriculum, Teacher Manuals &	206266	\$261.77
12/7/2022	Waldorfish, Inc.	Approved Core Curriculum, Teacher Manuals &	3282	\$147.00
12/7/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	13R3-NT96-Q6K6	\$22.82
12/7/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1DPT-6CC3-QGGX	\$90.59
12/7/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1GWM-QDRM-3PLK	\$27.10
12/7/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1RKQ-CJJJ-7L1D	\$3.10
12/7/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1JTJ-XKVD-9W9G	\$30.16

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12/7/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1MM9-N1RL-17XM	\$15.06
12/7/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1DPF-DXNV-14PX	\$80.24
12/7/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	19CD-WMGM-7MP1	\$83.54
12/7/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1QVM-V7DL-7PTG	\$99.03
12/7/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1L7N-7JYJ-1LHX	\$16.80
12/7/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1DY9-C3DC-1H6K	\$62.50
12/7/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1KQT-NNQL-336Y	\$98.56
12/7/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	19VL-VX49-1MVC	\$16.80
12/7/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1LR7-YKCH-1DNT	\$25.80
12/7/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1CXM-9J9Q-3H6L	\$166.61
12/7/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	19CV-L1NV-3H9D	\$26.88
12/7/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1DY9-C3DC-1JD6	\$16.80
12/7/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1YJV-4FXJ-3DQN	\$17.20
12/7/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1XN3-39XR-16C9	\$16.80
12/7/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1YCQ-176X-1HQN	\$50.84
12/7/2022	Carroll Business Supply, Inc	Core Teaching/Student Supplies	983308-0	\$134.72
12/7/2022	Carroll Business Supply, Inc	Core Teaching/Student Supplies	983309-0	\$19.99
12/7/2022	Jamie Salgado	Core Teaching/Student Supplies	SAL111822	\$172.62
12/7/2022	KiwiCo, Inc.	Core Teaching/Student Supplies	KE-1FDDE65B10262251	\$190.12
12/7/2022	Lakeshore Learning Materials	Core Teaching/Student Supplies	737165111522	\$232.93
12/7/2022	Little Passports, Inc	Core Teaching/Student Supplies	IN-0000994085	\$180.70
12/7/2022	Little Passports, Inc	Core Teaching/Student Supplies	IN-0000994206	\$181.54
12/7/2022	Rainbow Resource Center	Core Teaching/Student Supplies	3920586	\$177.75
12/7/2022	Sara Conner	Core Teaching/Student Supplies	CON111622	\$81.35
12/7/2022	Sara Conner	Core Teaching/Student Supplies	CON111622a	\$40.78
12/7/2022	Therry Boissonneault	Core Teaching/Student Supplies	BOI112822	\$39.00
12/7/2022	Allison Browning	Educational Services	527237130	\$200.00
12/7/2022	Cheryl McCormick	Educational Services	10	\$864.00
12/7/2022	Courtney Kilian	Educational Services	KIL111822	\$199.00
12/7/2022	Edward Walker	Educational Services	WAL111722d	\$140.00
12/7/2022	Edward Walker	Educational Services	WAL111722c	\$144.00
12/7/2022	Edward Walker	Educational Services	WAL111722a	\$144.00
12/7/2022	Edward Walker	Educational Services	WAL111722b	\$144.00
12/7/2022	Edward Walker	Educational Services	WAL111722e	\$144.00
12/7/2022	Edward Walker	Educational Services	WAL111722	\$140.00

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12/7/2022	Edward Walker	Educational Services	WAL111622	\$140.00
12/7/2022	Heather Machulsky	Educational Services	MAC111622	\$51.00
12/7/2022	Inland Dance Theatre, Inc.	Educational Services	2	\$480.00
12/7/2022	Jacquelynn Hoare	Educational Services	HOA112822	\$120.00
12/7/2022	Jena Pomeroy	Educational Services	POM102422	\$210.00
12/7/2022	Jonah Arter	Educational Services	ART112922	\$185.00
12/7/2022	Kelsey Jauregui	Educational Services	JAU113022	\$105.00
12/7/2022	Kelsey Jauregui	Educational Services	JAU113022b	\$105.00
12/7/2022	Kelsey Jauregui	Educational Services	JAU113022c	\$70.00
12/7/2022	Kelsey Jauregui	Educational Services	JAU113022a	\$70.00
12/7/2022	Laura Meer	Educational Services	527247152	\$185.00
12/7/2022	Mary Longbottom	Educational Services	527235409	\$148.00
12/7/2022	Megan Purcell	Educational Services	PUR111822	\$143.68
12/7/2022	Miroslava Morrissey	Educational Services	MOR111722	\$136.00
12/7/2022	Monique Waithe	Educational Services	WAI112822	\$262.50
12/7/2022	Neesha N. Rahim	Educational Services	110	\$3,750.00
12/7/2022	Neesha N. Rahim	Educational Services	109	\$3,750.00
12/7/2022	Play-Well TEKnologies	Educational Services	527235411	\$90.00
12/7/2022	Regine Swim	Educational Services	527238848	\$51.25
12/7/2022	Rock Creek Education Center	Educational Services	527247141	\$15,367.41
12/7/2022	SoCal Gymnastics Training Center	Educational Services	527238842	\$230.00
12/7/2022	Stacie Marie Birky Greene	Educational Services	527237124	\$15.00
12/7/2022	Susan Zaugg	Educational Services	ZAU111822	\$130.00
12/7/2022	Susan Zaugg	Educational Services	ZAU111822a	\$130.00
12/7/2022	Susan Zaugg	Educational Services	ZAU111822b	\$170.00
12/7/2022	Temecula Music Teacher, LLC	Educational Services	527235412	\$375.00
12/7/2022	Tiffany Kyle	Educational Services	KYL113022	\$100.00
12/7/2022	Ashlea Kirkland	Mileage, Parking & Tolls	KIR112922	\$63.03
12/7/2022	Life Storage	Rent - Facilities Lease	011Nov22#658b	\$116.50
12/7/2022	Curriculum Associates	Special Education Services	90712152	\$115.10
12/7/2022	McColgan & Associates, Inc.	Special Education Services	4763	\$4,356.25
12/7/2022	McColgan & Associates, Inc.	Special Education Services	4761	\$1,550.00
12/7/2022	Multi-Health Systems, Inc.	Special Education Services	ORD-249056-H5B5T2	\$240.87
12/7/2022	NCS Pearson, Inc.	Special Education Services	20099162	\$629.69
12/7/2022	Pro-Ed Inc.	Special Education Services	2966253	\$190.75

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12/7/2022	TSW Therapy, Inc.	Special Education Services	1244	\$1,885.00
12/7/2022	TSW Therapy, Inc.	Special Education Services	1242	\$4,095.00
12/7/2022	AGiRepair, Inc.	Technology Services & Software - Educational	40354	\$555.50
12/7/2022	Southern California Edison	Utilities - Gas/Electric/Water	012DecSCE2022ME	\$85.15
12/8/2022	Cece's Artistic Touch	Educational Services	334	\$562.50
12/9/2022	WWW COSTCO COM	Materials & Supplies - Office	CC 0348	\$87.96
12/9/2022	ULINE *SHIP SUPPLIES	Postage & Delivery - Educational	CC 0348	\$967.51
12/9/2022	WWW COSTCO COM	Materials & Supplies - Office	CC 0348	\$149.97
12/12/2022	Prime Educational Solutions	Back Office Fees	1075	\$49,000.00
12/13/2022	Prime Educational Solutions	Back Office Fees	1075	\$47,431.58
12/16/2022	Aflac	Health Insurance	755421	\$571.70
12/16/2022	Bagger Sports	Marketing	4857	\$1,391.59
12/16/2022	Bagger Sports	Marketing	4858	\$904.15
12/20/2022	Prime Educational Solutions	Back Office Fees	1077	\$110,780.56
12/20/2022	Prime Educational Solutions	Educational Services	1077	\$8,500.00
12/20/2022	Prime Educational Solutions	Special Education Services	1077	\$21,392.95
12/21/2022	Outlier.org Inc	Approved Core Curriculum, Teacher Manuals &	1064	\$3,000.00
12/21/2022	Kimberly Keeth	Educational Services	527251581	\$4,122.74
12/21/2022	Knight Security & Fire Systems	Fire, Alarm & Pest control	154222	\$20.00
12/21/2022	Frontier	Phone / Internet / Website Fees	001Jan2023-43385	\$179.75
12/22/2022	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	19DN-3MC7-4KXQ	\$78.49
12/22/2022	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1JNF-9MXT-LHXV	\$13.67
12/22/2022	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1H3R-CWNK-31KJ	\$3.25
12/22/2022	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1H1J-QCH1-31MD	\$10.66
12/22/2022	AoPS Incorporated	Approved Core Curriculum, Teacher Manuals &	INV228214	\$68.97
12/22/2022	Courtney White Menezes	Approved Core Curriculum, Teacher Manuals &	MEN111822	\$360.00
12/22/2022	Dash Into Learning	Approved Core Curriculum, Teacher Manuals &	527123951	\$64.99
12/22/2022	Learning Without Tears	Approved Core Curriculum, Teacher Manuals &	INV156047	\$19.78
12/22/2022	Miaplaza, Inc.	Approved Core Curriculum, Teacher Manuals &	3615	\$288.00
12/22/2022	Mimeo.com, Inc	Approved Core Curriculum, Teacher Manuals &	1869854	\$92.92
12/22/2022	Outschool, Inc.	Approved Core Curriculum, Teacher Manuals &	12345708809	\$120.00
12/22/2022	Outschool, Inc.	Approved Core Curriculum, Teacher Manuals &	12345708808	\$50.00
12/22/2022	Outschool, Inc.	Approved Core Curriculum, Teacher Manuals &	12345709053	\$90.00
12/22/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3922501	\$78.07
12/22/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3922496	\$95.75



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12/22/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3922559	\$115.32
12/22/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3929827	\$82.67
12/22/2022	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3929839	\$67.45
12/22/2022	Rightstart Math	Approved Core Curriculum, Teacher Manuals &	387006	\$24.52
12/22/2022	Singapore Math Inc.	Approved Core Curriculum, Teacher Manuals &	S253251	\$147.53
12/22/2022	Singapore Math Inc.	Approved Core Curriculum, Teacher Manuals &	S253700	\$161.32
12/22/2022	Singapore Math Inc.	Approved Core Curriculum, Teacher Manuals &	S253705	\$147.53
12/22/2022	Studies Weekly	Approved Core Curriculum, Teacher Manuals &	467052	\$64.84
12/22/2022	Studies Weekly	Approved Core Curriculum, Teacher Manuals &	467329	\$64.54
12/22/2022	Studies Weekly	Approved Core Curriculum, Teacher Manuals &	467328	\$32.27
12/22/2022	Studies Weekly	Approved Core Curriculum, Teacher Manuals &	467330	\$64.54
12/22/2022	Studies Weekly	Approved Core Curriculum, Teacher Manuals &	467331	\$32.27
12/22/2022	Teacher Synergy LLC	Approved Core Curriculum, Teacher Manuals &	213169687	\$9.99
12/22/2022	Time4Learning	Approved Core Curriculum, Teacher Manuals &	6121160	\$315.00
12/22/2022	Valley Office Equipment	Copier Lease, Service, Toner & Repair	IN2211-1415	\$19.56
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	17H9-179Q-6RKJ	\$21.54
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1XCW-3HJH-3WV9	\$98.77
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	114W-WTW1-3NCG	\$17.20
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	114W-WTW1-76QP	\$47.14
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	11RV-M9XF-6YT7	\$253.49
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1TXV-YHCR-7WT3	\$18.31
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	14NY-TJT7-F1CN	\$47.21
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	11RV-M9XF-7YYR	\$26.08
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1WXP-XYHM-9QK7	\$80.81
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1HP7-F4XQ-FQWL	\$29.98
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	17H9-179Q-LPR7	\$16.95
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1631-HJTX-LPY9	\$42.78
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	164L-FRNJ-HVWL	\$173.90
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	17Q6-YH1R-J3GH	\$43.46
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	19VG-Q6YG-RMHV	\$85.16
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1T1J-9MLJ-V1JL	\$64.99
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	14NY-TJT7-RYL7	\$103.86
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1XJX-D97X-R6TX	\$26.92
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1XJX-D97X-Q7R3	\$47.29
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1KW3-R77C-QG79	\$47.21

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12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	17H9-179Q-W39C	\$27.47
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	17W9-TXR6-QRVQ	\$48.79
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1PKP-NF4H-1YCY	\$476.96
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	11FH-HNDP-HGQL	\$24.77
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	19MJ-CKMJ-T7HV	\$10.82
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1XT3-3M9W-MHH1	\$46.39
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1LQF-3VVX-HMT4	\$29.22
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1LQF-3VVX-KP3F	\$9.15
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1LQF-3VVX-L6NM	\$34.50
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1GW4-6749-KK74	\$28.97
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1MKF-WTFF-R6MM	\$39.55
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1GYH-3C1J-13FR	\$28.00
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1Q31-F36Q-1GY9	\$18.31
12/22/2022	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1YHG-F49M-GPPD	\$38.30
12/22/2022	Caroline Thompson	Core Teaching/Student Supplies	THO111822	\$182.00
12/22/2022	Karyn Colon	Core Teaching/Student Supplies	COL111822	\$30.00
12/22/2022	KiwiCo, Inc.	Core Teaching/Student Supplies	KE-OD1B622711282250	\$134.63
12/22/2022	KiwiCo, Inc.	Core Teaching/Student Supplies	KE-B801F44911282243	\$193.90
12/22/2022	Lego Education	Core Teaching/Student Supplies	1190536932	\$145.41
12/22/2022	Mimeo.com, Inc	Core Teaching/Student Supplies	1869854	\$60.81
12/22/2022	A+ In Home Tutors dba Firefly Tutors	Educational Services	527247057	\$420.00
12/22/2022	Aerial Theory	Educational Services	527251568	\$288.50
12/22/2022	Aislynn Gamez	Educational Services	GAM112922	\$83.00
12/22/2022	Alisha Rodriguez	Educational Services	ROD112822	\$103.00
12/22/2022	Amy Enger	Educational Services	ENG121322	\$100.00
12/22/2022	Brain Builders STEM Education	Educational Services	527247046	\$310.40
12/22/2022	Branche Jones	Educational Services	109	\$1,500.00
12/22/2022	CN Poway LLC	Educational Services	527251573	\$398.00
12/22/2022	Candace Nielson	Educational Services	NIE121322	\$140.00
12/22/2022	Candace Nielson	Educational Services	NIE121322a	\$130.00
12/22/2022	Cece's Artistic Touch	Educational Services	527251572	\$325.00
12/22/2022	Discovery Cube	Educational Services	934050	\$277.50
12/22/2022	EMH Sports USA, Inc	Educational Services	527247053	\$200.00
12/22/2022	Elena Lemmon	Educational Services	LEM112922	\$350.00
12/22/2022	Flynness Foster	Educational Services	FOS112822	\$67.00

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12/22/2022	JKW Innovations LLC	Educational Services	527247078	\$564.00
12/22/2022	Jaclyn Hutchins*	Educational Services	527247073	\$120.00
12/22/2022	Jennifer Ervin	Educational Services	ERV121522	\$300.00
12/22/2022	Jessica Lucas	Educational Services	LUC113022	\$240.00
12/22/2022	Joanie Mendenhall Studio Inc.	Educational Services	527251574	\$214.00
12/22/2022	Jonah Arter	Educational Services	ART120822	\$165.00
12/22/2022	Karen Beltran	Educational Services	527241844	\$1,035.00
12/22/2022	Karen Beltran	Educational Services	527247039	\$735.00
12/22/2022	LA Clippers	Educational Services	11212022	\$825.00
12/22/2022	LA Kings Icetown Riverside	Educational Services	192319	\$150.00
12/22/2022	LaChrisha Randle	Educational Services	527241842	\$335.00
12/22/2022	Laura Wedemeyer	Educational Services	527251586	\$630.00
12/22/2022	Lily Diehl	Educational Services	527247086	\$350.00
12/22/2022	Louvina Sheffield	Educational Services	527251595	\$1,144.00
12/22/2022	Melissa Allen	Educational Services	527247037	\$473.79
12/22/2022	Melissa Cole	Educational Services	527247047	\$540.00
12/22/2022	Melissa J. Diwa Enterprises	Educational Services	527244850	\$89.69
12/22/2022	Melissa J. Diwa Enterprises	Educational Services	527247041	\$675.00
12/22/2022	Melissa J. Diwa Enterprises	Educational Services	527249225	\$180.00
12/22/2022	Melissa J. Diwa Enterprises	Educational Services	527251569	\$630.00
12/22/2022	Melissa Leonard	Educational Services	527247103	\$140.00
12/22/2022	Mountain Lake Chess Camp	Educational Services	527247114	\$154.50
12/22/2022	Murrieta Academy of Music and Perfo	Educational Services	527247117	\$482.00
12/22/2022	Natalia Petrova	Educational Services	PET073022	\$1,212.12
12/22/2022	Nicole the Math Lady, LLC	Educational Services	5713	\$99.00
12/22/2022	Noonan Family Swim School, Inc.	Educational Services	527247119	\$112.00
12/22/2022	Noonan Family Swim School, Inc.	Educational Services	527247138	\$715.00
12/22/2022	Power of Leverage Brazilian Jiu Jitsu	Educational Services	527251587	\$495.00
12/22/2022	Randall Music School	Educational Services	527247140	\$156.25
12/22/2022	Rebecca Shue	Educational Services	527247143	\$431.53
12/22/2022	Rebecca Shue	Educational Services	527244853	\$136.38
12/22/2022	Rock Creek Education Center	Educational Services	527240132	\$266.66
12/22/2022	Rock Rose School for Creative Learning	Educational Services	527244852	\$645.00
12/22/2022	Sami Bassotto Fornari	Educational Services	FOR113022	\$125.00
12/22/2022	Selene A. Gomez	Educational Services	527247085	\$120.00

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12/22/2022	Steffani Clark-Jijon	Educational Services	527247070	\$204.00
12/22/2022	Teresa Jimenez	Educational Services	JIM120122	\$25.00
12/22/2022	Touch-It Productions	Educational Services	527247049	\$210.00
12/22/2022	Touch-It Productions	Educational Services	527244851	\$420.00
12/22/2022	Wendy Yen	Educational Services	527251600	\$374.40
12/22/2022	Write On! Webb	Educational Services	2751	\$158.33
12/22/2022	Write On! Webb	Educational Services	2752	\$118.75
12/22/2022	Write On! Webb	Educational Services	2753	\$118.75
12/22/2022	weXplore LLC	Educational Services	527247171	\$1,040.00
12/22/2022	Laura George	Fingerprinting	GEO112922	\$79.00
12/22/2022	Mary R. Pierce, Esq.	Legal Fees	202240	\$750.00
12/22/2022	FlipSwitch Marketing LLC	Marketing	INVM349	\$7,788.89
12/22/2022	San Diego County Office of Education	Professional Development	099-039615	\$4,500.00
12/22/2022	Adam Bruno	Special Education Services	1	\$525.00
12/22/2022	McColgan & Associates, Inc.	Special Education Services	4792	\$4,062.30
12/22/2022	McColgan & Associates, Inc.	Special Education Services	4790	\$2,635.00
12/22/2022	Specialized Therapy Services, Inc.	Special Education Services	ELAA02-1022	\$1,157.50
12/22/2022	The Upward Bound School Inc	Special Education Services	2022-EAA-2	\$1,068.75
12/22/2022	AGiRepair, Inc.	Technology Services & Software - Educational	44504	\$263.00
12/22/2022	AGiRepair, Inc.	Technology Services & Software - Educational	44505	\$119.00
12/22/2022	OPS	Technology Services & Software - Educational	2401	\$1,276.15
12/22/2022	School Pathways Holdings, LLC	Technology Services & Software - Educational	140-INV4240	\$4,147.25
12/22/2022	Marsh & McLennan Agency, LLC	Workers Compensation	2079332	\$2,514.50
12/27/2022	Kaiser Foundation Health Plan	Health Insurance	001Jan2023ME	\$10,563.03
1/3/2023	Morgen Oelckers	Board Stipends - Attendance	12Dec2022ME	\$300.00
1/3/2023	Ronald Lloyd Jackson	Board Stipends - Attendance	12Dec2022ME	\$300.00
1/3/2023	Wildomar Valley Wood Products, Inc.,	Rent - Facilities Lease	01Jan2023Lease	\$2,752.50
1/4/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	16FL-4RQH-3Y6M	\$22.13
1/4/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1TYL-VQQJ-KMNI	\$1,636.20
1/4/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1L3C-HDMP-NJ3D	\$12.92
1/4/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1QTQ-3GHX-TKGW	\$12.92
1/4/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	166Y-NMVG-TYGG	\$10.19
1/4/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1NNJ-XWRQ-11NF	\$10.99
1/4/2023	Brigantine Media	Approved Core Curriculum, Teacher Manuals &	1130222	\$145.81
1/4/2023	Demme Learning LLC	Approved Core Curriculum, Teacher Manuals &	0805107-IN	\$68.88

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1/4/2023	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3937043	\$33.90
1/4/2023	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3937040	\$125.82
1/4/2023	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3937608	\$61.32
1/4/2023	Teacher Synergy LLC	Approved Core Curriculum, Teacher Manuals &	213837500	\$1.00
1/4/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1RVQ-6D1K-19R3	\$30.45
1/4/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	16FW-4N6P-6XN7	\$41.89
1/4/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1VG9-HXWC-1NG3	\$279.06
1/4/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1C3J-MJGD-1TKP	\$14.00
1/4/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1XCV-GD14-3TML	\$17.35
1/4/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1X9H-6D4R-DQTW	\$25.69
1/4/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1FH6-D7P6-49VG	\$71.00
1/4/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1TTK-KMNV-KXQX	\$98.15
1/4/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1CNJ-7QDQ-JLPV	\$21.54
1/4/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	14W1-WMN1-PV1C	\$21.53
1/4/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1VNR-3QN7-QP7H	\$119.98
1/4/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1KHT-XKGX-QR4J	\$21.93
1/4/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1VG9-HXWC-MRXM	\$18.87
1/4/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1KCJ-R17H-VFRP	\$26.71
1/4/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1XMY-NLCJ-RMTG	\$105.12
1/4/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	11H4-XYFF-QNQQ	\$12.70
1/4/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	11JG-D1GK-QCJC	\$24.57
1/4/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1NRY-CCT3-1NV6	\$75.41
1/4/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1FJW-1HPM-GJN1	\$21.43
1/4/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1Q17-VGH6-1JWV	\$16.15
1/4/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	17M9-KWH1-YD67	\$31.54
1/4/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1C3N-N7DL-4RYM	\$20.66
1/4/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	11JJ-WD6R-3WP9	\$36.58
1/4/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1144-QV1C-4CF6	\$26.09
1/4/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	11LF-XQRX-1QPH	\$31.32
1/4/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1GP1-3463-671G	\$410.84
1/4/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1GP1-3463-4K6W	\$135.94
1/4/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1RWR-YWGV-17RM	\$76.50
1/4/2023	Rainbow Resource Center	Core Teaching/Student Supplies	3937041	\$671.21
1/4/2023	Rainbow Resource Center	Core Teaching/Student Supplies	3937042	\$520.44
1/4/2023	Alexandria Marso	Educational Services	MAR120122	\$5.00

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1/4/2023	Allison Browning	Educational Services	527255631	\$290.00
1/4/2023	Angelica Welter	Educational Services	WEL120122	\$10.00
1/4/2023	Ann D. Haynes	Educational Services	527255624	\$374.40
1/4/2023	Ashley Alvarado	Educational Services	ALV120122	\$15.00
1/4/2023	Caroline Beus	Educational Services	527262109	\$125.00
1/4/2023	Coastal Music Studios	Educational Services	527255620	\$160.00
1/4/2023	Colina Carothers	Educational Services	CAR120122	\$10.00
1/4/2023	EM Sports LLC	Educational Services	527253327	\$250.00
1/4/2023	Foundations Tutoring	Educational Services	527255623	\$743.00
1/4/2023	Friends of Willow Tree	Educational Services	527253336	\$11,278.25
1/4/2023	Grace Rohrer	Educational Services	ROH20122	\$25.00
1/4/2023	Head2Heart Partners in Education	Educational Services	527255626	\$600.00
1/4/2023	JKW Innovations LLC	Educational Services	527255630	\$403.30
1/4/2023	JKW Innovations LLC	Educational Services	527295106	\$184.00
1/4/2023	Jaclyn Hutchins*	Educational Services	527255629	\$90.00
1/4/2023	Jeannette Growler	Educational Services	GRO120122	\$15.00
1/4/2023	Jenna Herrera	Educational Services	HER120122	\$10.00
1/4/2023	Jennifer Doerrige	Educational Services	DOE120922	\$40.00
1/4/2023	Jennifer Doerrige	Educational Services	DOE120922b	\$40.00
1/4/2023	Jennifer Doerrige	Educational Services	DOE120922d	\$40.00
1/4/2023	Jody Vedova	Educational Services	VED120122	\$5.00
1/4/2023	Julia Prows	Educational Services	PRO120122	\$25.00
1/4/2023	Leading Note Studios	Educational Services	527253838	\$785.00
1/4/2023	Leading Note Studios	Educational Services	527295130	\$157.00
1/4/2023	Mary Longbottom	Educational Services	527262117	\$383.00
1/4/2023	Melissa J. Diwa Enterprises	Educational Services	527255616	\$192.00
1/4/2023	Melissa J. Diwa Enterprises	Educational Services	527259255	\$360.00
1/4/2023	Melissa J. Diwa Enterprises	Educational Services	527262114	\$180.00
1/4/2023	North County Academy of Dance LLC	Educational Services	527255634	\$157.50
1/4/2023	Play-Well TEKnologies	Educational Services	527259263	\$211.00
1/4/2023	Renea Ree	Educational Services	527255632	\$760.00
1/4/2023	Rock Rose School for Creative Learning	Educational Services	527253338	\$2,375.00
1/4/2023	Rose Hurtado	Educational Services	HUR120122	\$25.00
1/4/2023	Sand n' Straw LLC	Educational Services	527251590	\$880.00
1/4/2023	Sandra Lund	Educational Services	527255635	\$188.00

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1/4/2023	Sara Conner	Educational Services	CON120122	\$15.00
1/4/2023	SoCal STEM LLC	Educational Services	527255637	\$691.09
1/4/2023	Steffani Clark-Jijon	Educational Services	527255628	\$204.00
1/4/2023	Temecula Music Teacher, LLC	Educational Services	527259264	\$1,431.60
1/4/2023	Tutoring by Patty Orlandi LLC	Educational Services	527253842	\$682.50
1/4/2023	Vanessa Anderson	Educational Services	527253335	\$255.00
1/4/2023	Anthem Blue Cross	Health Insurance	202212927901	\$17,062.94
1/4/2023	Guardian	Health Insurance	001Jan2023	\$2,940.92
1/4/2023	Blank Rome LLP	Legal Fees	2073820	\$517.50
1/4/2023	Blank Rome LLP	Legal Fees	2011901	\$57.50
1/4/2023	Blank Rome LLP	Legal Fees	2042587	\$656.05
1/4/2023	Blank Rome LLP	Legal Fees	2037045	\$16.62
1/4/2023	Blank Rome LLP	Legal Fees	2005746	\$833.75
1/4/2023	Blank Rome LLP	Legal Fees	2048503	\$86.25
1/4/2023	CSC	Legal Fees	81550199	\$42.00
1/4/2023	Life Storage	Rent - Facilities Lease	012Dec22#658b	\$116.50
1/4/2023	Pioneer Nashville II, LLC	Rent - Facilities Lease	001Jan23STE130	\$1,030.50
1/4/2023	TSW Therapy, Inc.	Special Education Services	1284	\$1,085.00
1/4/2023	TSW Therapy, Inc.	Special Education Services	1283	\$6,597.50
1/4/2023	TSW Therapy, Inc.	Special Education Services	1282	\$4,127.50
1/4/2023	Honest Game	Technology Services & Software - Educational	20221201-115555962	\$1,925.00
1/5/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	119J-VLG1-4WK3	\$16.11
1/5/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1VFX-YY94-JFMQ	\$77.14
1/5/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1MWC-GJV4-1C4Y	\$22.28
1/5/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1JD6-17P9-37F7	\$26.81
1/5/2023	Beautiful Feet Books, Inc.	Approved Core Curriculum, Teacher Manuals &	18696	\$47.84
1/5/2023	Dash Into Learning	Approved Core Curriculum, Teacher Manuals &	527179209	\$191.13
1/5/2023	Miaplaza, Inc.	Approved Core Curriculum, Teacher Manuals &	3623	\$37.95
1/5/2023	Miaplaza, Inc.	Approved Core Curriculum, Teacher Manuals &	3622	\$37.95
1/5/2023	Miaplaza, Inc.	Approved Core Curriculum, Teacher Manuals &	3621	\$37.95
1/5/2023	Mimeo.com, Inc	Approved Core Curriculum, Teacher Manuals &	1874405	\$609.14
1/5/2023	Mimeo.com, Inc	Approved Core Curriculum, Teacher Manuals &	1874290	\$5,396.16
1/5/2023	Outschool, Inc.	Approved Core Curriculum, Teacher Manuals &	12345709219	\$56.00
1/5/2023	Outschool, Inc.	Approved Core Curriculum, Teacher Manuals &	12345709594	\$78.00
1/5/2023	Outschool, Inc.	Approved Core Curriculum, Teacher Manuals &	12345709394	\$140.00



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1/5/2023	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3946753	\$25.55
1/5/2023	Royal Fireworks Publishing	Approved Core Curriculum, Teacher Manuals &	115970	\$412.50
1/5/2023	Studies Weekly	Approved Core Curriculum, Teacher Manuals &	468046	\$64.54
1/5/2023	Teaching Textbooks, LLC	Approved Core Curriculum, Teacher Manuals &	47827	\$55.08
1/5/2023	Time4Learning	Approved Core Curriculum, Teacher Manuals &	6182803	\$675.00
1/5/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1D7W-N9QH-6D4H	\$34.47
1/5/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1VY7-YLD7-3CWP	\$3.32
1/5/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1YW3-HXN6-3NQW	\$29.08
1/5/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	19F7-3D17-4M1P	\$22.39
1/5/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1JDR-DLYN-6TYK	\$31.24
1/5/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1G71-Y1QR-94R4	\$128.37
1/5/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	19M7-RFCW-37NN	\$115.71
1/5/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	13LV-4CKR-6D9V	\$77.49
1/5/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1GX3-VHXP-1HHT	\$26.18
1/5/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1CX3-GVVN-D97T	\$215.92
1/5/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1VF3-7KP9-HWDR	\$102.87
1/5/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1HXK-JNR1-NY6N	\$18.48
1/5/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1QL7-P1V6-PFWD	\$41.10
1/5/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1R9X-FD4Y-1CHR	\$12.92
1/5/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	16VV-CGVF-4YRR	\$52.16
1/5/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	16M3-NJMC-6QN7	\$43.29
1/5/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	14GK-M3W4-6CX7	\$41.63
1/5/2023	Blick Art Materials	Core Teaching/Student Supplies	9715444	\$80.31
1/5/2023	Caroline Thompson	Core Teaching/Student Supplies	THO121322	\$115.03
1/5/2023	Crafty School Crates	Core Teaching/Student Supplies	21740	\$137.80
1/5/2023	Karyn Colon	Core Teaching/Student Supplies	COL121522	\$19.99
1/5/2023	KiwiCo, Inc.	Core Teaching/Student Supplies	KE-1608709912022246	\$116.22
1/5/2023	KiwiCo, Inc.	Core Teaching/Student Supplies	KE-CDF3284112122223	\$247.77
1/5/2023	KiwiCo, Inc.	Core Teaching/Student Supplies	KE-6BE8CC3312082213	\$190.41
1/5/2023	Lakeshore Learning Materials	Core Teaching/Student Supplies	121619120822	\$278.56
1/5/2023	Lakeshore Learning Materials	Core Teaching/Student Supplies	121551120722	\$84.43
1/5/2023	Mimeo.com, Inc	Core Teaching/Student Supplies	1874405	\$1,130.60
1/5/2023	Sharon Brown	Core Teaching/Student Supplies	BRO121522	\$74.95
1/5/2023	Anthony Toner	Educational Services	TON121322	\$160.00
1/5/2023	Brain Builders STEM Education	Educational Services	527295095	\$310.40

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1/5/2023	Caroline Thompson	Educational Services	TH0120922	\$100.00
1/5/2023	Cristina Duke	Educational Services	DUK120922d	\$57.00
1/5/2023	Cristina Duke	Educational Services	DUK120922b	\$57.00
1/5/2023	Cristina Duke	Educational Services	DUK120922	\$57.00
1/5/2023	Cristina Duke	Educational Services	DUK120922c	\$80.00
1/5/2023	Cristina Duke	Educational Services	DUK120922a	\$80.00
1/5/2023	Cristina Duke	Educational Services	DUK120922e	\$80.00
1/5/2023	Danielle Tribby	Educational Services	TRI121522	\$295.00
1/5/2023	Elaine Huffman	Educational Services	HUF121322a	\$225.00
1/5/2023	Elaine Huffman	Educational Services	HUF121322	\$225.00
1/5/2023	Erika Lupo	Educational Services	LUP120622	\$682.52
1/5/2023	Gymniny Kids Inc	Educational Services	527259262	\$1,474.30
1/5/2023	HOPE Vision Center	Educational Services	361	\$1,480.00
1/5/2023	Jeanette Helfers	Educational Services	HEL121522	\$252.00
1/5/2023	Jennifer Doerrige	Educational Services	DOE120922c	\$100.00
1/5/2023	Jennifer Doerrige	Educational Services	DOE120922a	\$75.00
1/5/2023	Jennifer Doerrige	Educational Services	DOE120922e	\$75.00
1/5/2023	Karyn Colon	Educational Services	COL121322	\$312.00
1/5/2023	Kelsey Jauregui	Educational Services	JAU120922	\$70.00
1/5/2023	Kelsey Jauregui	Educational Services	JAU120922a	\$70.00
1/5/2023	Kiara Lebron	Educational Services	LEB120922	\$150.00
1/5/2023	Kiara Lebron	Educational Services	LEB121522	\$200.00
1/5/2023	Kimberly Keeth	Educational Services	527295108	\$2,803.35
1/5/2023	LA Clippers	Educational Services	42020660	\$2,402.50
1/5/2023	Laura Ramirez	Educational Services	RAM120922	\$100.00
1/5/2023	Laura Saldana	Educational Services	SAL121322a	\$80.00
1/5/2023	Laura Saldana	Educational Services	SAL121322	\$80.00
1/5/2023	Marcelle Caratti	Educational Services	527265175	\$240.00
1/5/2023	Marsha Williams	Educational Services	WIL121322	\$99.76
1/5/2023	Mary Longbottom	Educational Services	527295132	\$383.00
1/5/2023	Melissa J. Diwa Enterprises	Educational Services	527267650	\$360.00
1/5/2023	Melissa J. Diwa Enterprises	Educational Services	527270017	\$744.00
1/5/2023	Melissa J. Diwa Enterprises	Educational Services	527274501	\$135.00
1/5/2023	Melissa J. Diwa Enterprises	Educational Services	527295093	\$990.00
1/5/2023	Melissa J. Diwa Enterprises	Educational Services	527278196	\$1,035.00

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1/5/2023	Melissa J. Diwa Enterprises	Educational Services	527283827	\$90.00
1/5/2023	Mikala Aragon	Educational Services	527270013	\$355.00
1/5/2023	Miroslava Morrissey	Educational Services	MOR121322	\$136.00
1/5/2023	Oceanside Ivey Ranch Park Associati	Educational Services	527267658	\$760.00
1/5/2023	Renea Ree	Educational Services	527295168	\$398.00
1/5/2023	Sarah Kittle	Educational Services	KIT120922	\$227.00
1/5/2023	Snow Valley LLC	Educational Services	Trip011723	\$204.00
1/5/2023	SoCal Gymnastics Training Center	Educational Services	527270020	\$383.00
1/5/2023	SoCal Gymnastics Training Center	Educational Services	527267766	\$225.00
1/5/2023	Susan Zaugg	Educational Services	ZAU121522	\$195.00
1/5/2023	Susan Zaugg	Educational Services	ZAU121522b	\$255.00
1/5/2023	Susan Zaugg	Educational Services	ZAU121522a	\$195.00
1/5/2023	U.S. Music Lessons	Educational Services	527262119	\$608.00
1/5/2023	Ursula Marin	Educational Services	MAR121322	\$225.00
1/5/2023	Xtreme Fit Murrieta Inc	Educational Services	527270024	\$312.00
1/5/2023	Great American Insurance Group	General Liability Insurance	012Dec2022ME	\$2,875.00
1/5/2023	Amazon Capital Services, Inc.	Parent & Staff meeting food & supplies	1T4T-TYQW-3Q4G	\$710.45
1/5/2023	Mathletic Performance	Professional Development	120922	\$1,500.00
1/5/2023	NCS Pearson, Inc.	Special Education Services	20208743	\$88.52
1/5/2023	The Speech and Language Group, Inc.	Special Education Services	44835	\$687.50
1/5/2023	The Speech and Language Group, Inc.	Special Education Services	44866	\$187.50
1/5/2023	T-Mobile	Technology Services & Software - Educational	001Jan2023	\$5,957.40
1/6/2023	CliftonLarsonAllen LLP	Accounting Fees / Audit	3532170	\$5,512.50
1/6/2023	Pitney Bowes Global Financial Services	Business Services	3105885808	\$179.29
1/6/2023	Lakeshore Learning Materials	Core Teaching/Student Supplies	121560120822	\$21.05
1/6/2023	NCS Pearson, Inc.	Special Education Services	20200727	\$483.79
1/6/2023	Southern California Edison	Utilities - Gas/Electric/Water	001JanSCE2023	\$110.42
1/6/2023	Marsh & McLennan Agency, LLC	Workers Compensation	2109198	\$2,514.50
1/18/2023	All About Learning Press, Inc.	Approved Core Curriculum, Teacher Manuals &	913999	\$32.91
1/18/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1YJF-VHLV-DV46	\$13.67
1/18/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	13C4-LHG9-TD1Y	\$24.84
1/18/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1YCV-T3Q4-TCFY	\$30.94
1/18/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1DQR-TLFV-Y1LR	\$43.42
1/18/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	11TY-QDML-3VTG	\$13.85
1/18/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1KP7-DGRJ-344P	\$24.46

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1/18/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1C9W-33M9-Y6V6	\$27.78
1/18/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1XXW-R617-1DRP	\$43.22
1/18/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1KKM-7PKN-XM6K	\$28.55
1/18/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1YL7-T1M4-FKF1	\$24.51
1/18/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1VT4-XKWM-F6YY	\$27.75
1/18/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1111-7HMC-7VHT	\$30.91
1/18/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1VT4-XKWM-4WNG	\$30.28
1/18/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1XXW-R617-4NWX	\$30.80
1/18/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	19TR-JKCR-4GTM	\$16.15
1/18/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1K9W-N3L1-4KX9	\$30.94
1/18/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1LCQ-JWPM-KR3N	\$10.27
1/18/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1RJM-HXG6-LP64	\$18.30
1/18/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1XXW-R617-MY64	\$24.61
1/18/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1HQG-Q6DW-JJM6	\$6.45
1/18/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1Q3W-NJLX-PWPX	\$9.18
1/18/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1RG3-K9D1-QCKW	\$22.29
1/18/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	13DH-CHHH-RYFN	\$22.08
1/18/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1T6M-9XNR-XW61	\$19.56
1/18/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1TPH-9JV4-6NNM	\$27.21
1/18/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1T4R-GPCY-3PWW	\$27.30
1/18/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1WT3-FKC4-4RW1	\$10.21
1/18/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1JLJ-XXVV-7PYP	\$15.54
1/18/2023	Mimeo.com, Inc	Approved Core Curriculum, Teacher Manuals &	1875546	\$968.28
1/18/2023	Online G3, Inc.	Approved Core Curriculum, Teacher Manuals &	2201	\$275.00
1/18/2023	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3948146	\$214.31
1/18/2023	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3948147	\$22.05
1/18/2023	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3948144	\$39.77
1/18/2023	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3948143	\$39.02
1/18/2023	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3949388	\$21.45
1/18/2023	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3949386	\$25.72
1/18/2023	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3949390	\$26.36
1/18/2023	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3949385	\$51.41
1/18/2023	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3949384	\$38.08
1/18/2023	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3949817	\$80.95
1/18/2023	Singapore Math Inc.	Approved Core Curriculum, Teacher Manuals &	S255328	\$94.09

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1/18/2023	Valley Office Equipment	Copier Lease, Service, Toner & Repair	IN2212-1342	\$15.62
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1QCD-T9NV-6VWP	\$18.37
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1RLD-KCG4-6RWX	\$16.14
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	16XV-HN4N-DXFR	\$155.16
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1PV7-P33W-9DWM	\$29.04
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1YQY-PQQY-7KJG	\$12.90
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1KML-11VG-9WM7	\$10.81
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1RK6-F13Q-CNMD	\$18.60
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1NLC-VLMQ-FJ9D	\$43.09
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1PV7-P33W-9NTH	\$18.31
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1M6G-6Y3R-GMLD	\$36.34
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	16KY-1VWT-N1VJ	\$29.18
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1DVX-1LV4-RJYT	\$16.62
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1JD6-17P9-PL7V	\$5.06
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1DVX-1LV4-T6CK	\$32.26
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1JM9-RYYL-TVLL	\$107.12
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	11K4-JWVF-W6QP	\$16.88
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1RTX-1QW3-YXQV	\$33.47
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	16KY-1VWT-VYMM	\$24.75
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1YWC-VGXQ-467Q	\$36.35
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1QCD-T9NV-W14M	\$26.14
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	16XV-HN4N-W9W6	\$33.71
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	19FK-F36Y-3NX6	\$21.54
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	17VD-HP4R-4RWQ	\$61.35
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1DQF-19J3-D6CL	\$107.60
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1L1T-PRCF-FQ64	\$90.36
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	177M-L91W-9KF6	\$52.55
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	19FK-F36Y-MWLK	\$190.25
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1KP7-DGRJ-MCYM	\$72.64
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1VFR-L747-N4T6	\$57.86
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1VJW-MKLJ-GWWP	\$11.84
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1MMM-YHPY-H7CH	\$97.90
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1HXJ -R3FF-JJRR	\$29.86
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1Y3L-39G7-PVW9	\$30.17
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1Q3W-NJLX-PVN3	\$47.44

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1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1K9W-N3L1-Q1JG	\$14.86
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	17T9-FNVY-4VTH	\$15.07
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1GPH-MFV4-Y43G	\$99.68
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1TQW-L4HR-1Y4Y	\$30.17
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1JC4-WYJM-YQK1	\$15.03
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	13YT-HYJ9-1QC4	\$76.64
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1WT3-FKC4-6F7T	\$30.17
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	13KL-KMCM-7W93	\$30.17
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	13YT-HYJ9-7WTJ	\$83.24
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	14D4-MKQ6-9CWK	\$57.37
1/18/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1LC6-13CV-933X	\$30.17
1/18/2023	Bryan Thunstrom	Core Teaching/Student Supplies	THU121522	\$70.49
1/18/2023	Rainbow Resource Center	Core Teaching/Student Supplies	3948145	\$34.38
1/18/2023	Rainbow Resource Center	Core Teaching/Student Supplies	3949389	\$282.36
1/18/2023	Staples Business Credit	Core Teaching/Student Supplies	7370521592-0-1	\$124.05
1/18/2023	American Museum of Ceramic Art	Educational Services	261	\$450.00
1/18/2023	Ana Gutierrez-Soto	Educational Services	GUT010523a	\$225.00
1/18/2023	Ana Gutierrez-Soto	Educational Services	GUT010523	\$105.00
1/18/2023	CN Poway LLC	Educational Services	527295097	\$199.00
1/18/2023	Caroline Beus	Educational Services	527295092	\$125.00
1/18/2023	Cheryl McCormick	Educational Services	11	\$1,512.00
1/18/2023	EM Sports LLC	Educational Services	527295099	\$140.00
1/18/2023	EMH Sports USA, Inc	Educational Services	527295100	\$60.00
1/18/2023	Heloisa Santospirito	Educational Services	SAN121622	\$67.50
1/18/2023	Jaclyn Hutchins*	Educational Services	527295104	\$120.00
1/18/2023	Joanie Mendenhall Studio Inc.	Educational Services	527295107	\$160.50
1/18/2023	Karen Beltran	Educational Services	527295091	\$375.00
1/18/2023	Karin Leonard	Educational Services	527295131	\$379.10
1/18/2023	LaChrisha Randle	Educational Services	527295096	\$160.00
1/18/2023	Laura Meer	Educational Services	527295174	\$185.00
1/18/2023	Laura Wedemeyer	Educational Services	527295109	\$315.00
1/18/2023	Lena Olson	Educational Services	1	\$375.00
1/18/2023	Louvina Sheffield	Educational Services	527295171	\$672.00
1/18/2023	Melissa J. Diwa Enterprises	Educational Services	527285677	\$90.00
1/18/2023	Mountain Lake Chess Camp	Educational Services	527295133	\$51.50

## Elite Academic Academy - Mountain Empire

1/18/2023	Neesha N. Rahim	Educational Services	112	\$3,750.00
1/18/2023	Noonan Family Swim School, Inc.	Educational Services	527295169	\$84.00
1/18/2023	Randall Music School	Educational Services	527295170	\$156.25
1/18/2023	Sara Krause-Whyte	Educational Services	527285667	\$2,068.34
1/18/2023	Sarah Kittle	Educational Services	KIT121622	\$91.80
1/18/2023	Savannah Schuster	Educational Services	11623	\$720.00
1/18/2023	Shannon Bryan	Educational Services	BRY121622	\$375.00
1/18/2023	Shannon Bryan	Educational Services	BRY121622a	\$300.00
1/18/2023	SoCal Gymnastics Training Center	Educational Services	527295172	\$419.00
1/18/2023	SoCal STEM LLC	Educational Services	527295173	\$338.75
1/18/2023	Steffani Clark-Jijon	Educational Services	527295103	\$408.00
1/18/2023	Touch-It Productions	Educational Services	527295098	\$210.00
1/18/2023	U.S. Music Lessons	Educational Services	527295175	\$405.05
1/18/2023	Vanessa Anderson	Educational Services	527295101	\$225.00
1/18/2023	Write On! Webb	Educational Services	2794	\$118.75
1/18/2023	Write On! Webb	Educational Services	2795	\$118.75
1/18/2023	Xtreme Fit Murrieta Inc	Educational Services	527295176	\$156.00
1/18/2023	weXplore LLC	Educational Services	527295177	\$1,040.00
1/18/2023	Knight Security & Fire Systems	Fire, Alarm & Pest control	157396	\$20.00
1/18/2023	Aflac	Health Insurance	227206	\$571.70
1/18/2023	Mary R. Pierce, Esq.	Legal Fees	202244	\$375.00
1/18/2023	FlipSwitch Marketing LLC	Marketing	INVM351	\$7,614.70
1/18/2023	Amazon Capital Services, Inc.	Materials & Supplies - Office	1YNP-9JXY-GNFF	\$396.30
1/18/2023	Amazon Capital Services, Inc.	Materials & Supplies - Office	14C4-9HCM-NVVM	\$178.63
1/18/2023	Amazon Capital Services, Inc.	Materials & Supplies - Office	1V6Y-VX4H-JMYD	\$97.87
1/18/2023	McColgan & Associates, Inc.	Special Education Services	4825	\$4,520.00
1/18/2023	McColgan & Associates, Inc.	Special Education Services	4823	\$2,092.50
1/18/2023	NCS Pearson, Inc.	Special Education Services	20226827	\$401.84
1/18/2023	TSW Therapy, Inc.	Special Education Services	1243	\$6,805.00
1/18/2023	The Upward Bound School Inc	Special Education Services	2022-EAA-5	\$2,327.50
1/18/2023	OPS	Technology Services & Software - Educational	2408	\$1,276.15
1/19/2023	All About Learning Press, Inc.	Approved Core Curriculum, Teacher Manuals &	912854	\$143.34
1/19/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	1VT4-XKWMM-NGX7	\$36.34
1/19/2023	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals &	17PD-9763-FT1V	\$10.50
1/19/2023	Athena's Advanced Academy, Inc.	Approved Core Curriculum, Teacher Manuals &	1475	\$324.07



## Elite Academic Academy - Mountain Empire

1/19/2023	Athena's Advanced Academy, Inc.	Approved Core Curriculum, Teacher Manuals &	1393	\$942.44
1/19/2023	Athena's Advanced Academy, Inc.	Approved Core Curriculum, Teacher Manuals &	1474	\$314.15
1/19/2023	Athena's Advanced Academy, Inc.	Approved Core Curriculum, Teacher Manuals &	1506	\$197.00
1/19/2023	Classical Learning Resource Center	Approved Core Curriculum, Teacher Manuals &	4036	\$685.00
1/19/2023	Miaplaza, Inc.	Approved Core Curriculum, Teacher Manuals &	3640	\$37.95
1/19/2023	Miaplaza, Inc.	Approved Core Curriculum, Teacher Manuals &	3641	\$37.95
1/19/2023	Miaplaza, Inc.	Approved Core Curriculum, Teacher Manuals &	3642	\$37.95
1/19/2023	Miaplaza, Inc.	Approved Core Curriculum, Teacher Manuals &	3643	\$37.95
1/19/2023	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals &	3951713	\$773.23
1/19/2023	Singapore Math Inc.	Approved Core Curriculum, Teacher Manuals &	S255107	\$174.66
1/19/2023	Studies Weekly	Approved Core Curriculum, Teacher Manuals &	468200	\$64.54
1/19/2023	Teacher Synergy LLC	Approved Core Curriculum, Teacher Manuals &	215575150	\$19.00
1/19/2023	TouchMath Acquisition LLC	Approved Core Curriculum, Teacher Manuals &	200197692	\$283.94
1/19/2023	TouchMath Acquisition LLC	Approved Core Curriculum, Teacher Manuals &	200197693	\$283.94
1/19/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1MMM-YHPY-VJ4M	\$1,048.00
1/19/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1DXP-9VPW-W3RD	\$30.70
1/19/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	16XY-6D4Q-C3RL	\$50.59
1/19/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1FNP-TKN1-9HMC	\$85.51
1/19/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1F3P-3LNV-DQ9J	\$29.34
1/19/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1JC9-PVJY-G61W	\$9.14
1/19/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1YMW-KR4L-J1R1	\$16.15
1/19/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	14D4-MKQ6-FTXN	\$8.11
1/19/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1HK9-3RPY-CXF4	\$11.90
1/19/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1JLJ-XXVV-MCCP	\$9.14
1/19/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	13YT-HYJ9-RWLR	\$9.14
1/19/2023	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1CQ4-6DLH-XND3	\$70.55
1/19/2023	BookShark, LLC	Core Teaching/Student Supplies	BI0016277	\$111.97
1/19/2023	Home Science Tools	Core Teaching/Student Supplies	473136	\$10.81
1/19/2023	Home Science Tools	Core Teaching/Student Supplies	473138	\$47.83
1/19/2023	Home Science Tools	Core Teaching/Student Supplies	473137	\$89.01
1/19/2023	KiwiCo, Inc.	Core Teaching/Student Supplies	KE-DB81B14F11182238	\$190.12
1/19/2023	KiwiCo, Inc.	Core Teaching/Student Supplies	KE-772B102712202204	\$495.54
1/19/2023	Lakeshore Learning Materials	Core Teaching/Student Supplies	272118121922	\$61.35
1/19/2023	Lakeshore Learning Materials	Core Teaching/Student Supplies	267752121922	\$171.80
1/19/2023	Nature-Watch	Core Teaching/Student Supplies	182850A	\$25.17

## Elite Academic Academy - Mountain Empire

1/19/2023	Rainbow Resource Center	Core Teaching/Student Supplies	3947031	\$11.91
1/19/2023	Rainbow Resource Center	Core Teaching/Student Supplies	3951067	\$18.22
1/19/2023	Rainbow Resource Center	Core Teaching/Student Supplies	3951718	\$52.16
1/19/2023	Angela Froistad	Educational Services	FRO010423	\$399.00
1/19/2023	Candace Nielson	Educational Services	NIE010423a	\$240.00
1/19/2023	Candace Nielson	Educational Services	NIE010423b	\$240.00
1/19/2023	Candace Nielson	Educational Services	NIE010423	\$240.00
1/19/2023	Candyce Lewis	Educational Services	LEW010523	\$250.00
1/19/2023	Grace Mun	Educational Services	MUN010423	\$137.50
1/19/2023	Laura Shepherd	Educational Services	SHE010423	\$140.00
1/19/2023	Natalia Martinez	Educational Services	MAR010423	\$312.50
1/19/2023	Natalia Martinez	Educational Services	MAR010523	\$260.00
1/19/2023	Snapology of Solana Beach	Educational Services	Elite2022-0003	\$1,704.00
1/19/2023	Teresa Jimenez	Educational Services	JIM010523a	\$145.00
1/19/2023	Teresa Jimenez	Educational Services	JIM010523b	\$125.00
1/19/2023	Teresa Jimenez	Educational Services	JIM010523	\$148.00
1/19/2023	Ursula Marin	Educational Services	MAR010523	\$112.50
1/24/2023	GL Travel	Educational Services	119202302	\$1,043.00
1/25/2023	Kaiser Foundation Health Plan	Health Insurance	670770218833	\$10,563.03
1/31/2023	Prime Educational Solutions	Back Office Fees	1079	\$49,000.00
1/31/2023	Frontier	Phone / Internet / Website Fees	002Feb2023-43385	\$180.75
1/31/2023	Denni Christopherson	Professional Development	521	\$250.00

Elite Academic Academy - Instructional Service Community Partner - January 2023

<b><u>Partner Name</u></b>	<b><u>Description of Services</u></b>	<b><u>Link to EAA VCI 2022-2023 Applications</u></b>
Laura George	Marine biology and High School Biology Lab	<a href="#">Laura George_EAA VCI 22-23 Application</a>
ATC Martial Arts	Martial Arts, Gymnastics, Tutoring Enrichment Classes	<a href="#">ATC Martial Arts_EAA VCI 22-23 Application</a>
Camanelli Skate School	Group and private skateboarding lessons	<a href="#">Camanelli Skate School_EAA VCI 22-23 Application</a>
FitSport Kinetics	Youth and Prep athletic training, including speed & agility training, weightlifting, softball & baseball clinics	<a href="#">FitSport Kinetics_EAA VCI 22-23 Application</a>
Sylvan Learning Center (Lancaster)	Tutoring PreK-12th grade (Math, Reading, Writing, Homework Help)	<a href="#">Sylvan Learning Center (Lancaster)_EAA VCI 22-23 Application</a>
Rockstars of Tomorrow	Music Lessons	<a href="#">Rockstars of Tomorrow_EAA VCI 22-23 Application</a>
Fight Sports Club	Enrichment programs in martial arts and fitness	<a href="#">Fight Sports Club_EAA VCI 22-23 Application</a>
Shanelle Gray Studios	Performing Arts and Acting School	<a href="#">Shanelle Gray Studios_EAA VCI 22-23 Application</a>
Playground Players Productions	Music, dance, theater classes, including private voice/piano/acting lessons	<a href="#">Playground Players Productions_EAA VCI 22-23 Application</a>
Portal Languages-San Diego	Languages private classes/Languages group classes	<a href="#">Portal Languages-San Diego_EAA VCI 22-23 Application</a>
Driven Tutoring	Online tutoring: academic support K-6th	<a href="#">Driven Tutoring_EAA VCI 22-23 Application</a>
Phoenix Sports, Inc	Youth sports, soccer, baseball, basketball (ages 2-11)	<a href="#">Phoenix Sports, Inc_EAA VCI 22-23 Application</a>
PMA of Encinitas LLC	Martial Arts Classes by age groups (3-4 yrs, 5-7 yrs, 8-12 yrs, teens)	<a href="#">PMA of Encinitas LLC_EAA VCI 22-23 Application</a>
Mathnasium of Northwood	Math tutoring only	<a href="#">Mathnasium of Northwood_EAA VCI 22-23 Application</a>
Code Ninjas Miramesa	Coding and STEM program for kids	<a href="#">Code Ninjas Miramesa_EAA VCI 22-23 Application</a>

Elite Academic Academy - Educational Material Partners - January 2023

<b><u>Partner Name</u></b>	<b><u>Product Description</u></b>	<b><u>Link to EAA EMR 2022-2023 Applications</u></b>
Skinit Acquisition LLC	Decals and phone cases	<a href="#">Skinit Acquisition LLC_EAA EMR 22-23 Application</a>
Guest Hollow, LLC	Curriculum, worksheets, books, etc.	<a href="#">Guest Hollow, LLC_EAA EMR 22-23 Application</a>



## Associated Student Body (ASB) Advisor Stipend - Job Description

<b>Position Title:</b>	<b>Associated Student Body (ASB) Advisor</b>
<b>Reports To:</b>	Chief Student Development Officer, or designee
<b>FLSA Status:</b>	Exempt
<b>School Classification:</b>	Certificated
<b>Pay Range:</b>	Stipend \$5,000 per semester
<b>Work Schedule:</b>	12 months
<b>Location:</b>	Remote Office (Travel Required)

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**Job Description:** *This is not a stand-alone job description, but a rider to our teaching and/or various exceptional education job descriptions. This payscale supersedes the teaching, or other certificated, position. The ASB advisor will be responsible for teaching the ASB club and creating a positive student climate on campus by empowering student leaders and connecting students through activities.*

### **General Duties:**

Duties of this position include, but are not limited to:

- Recruit, train, and empower student leaders.
- Build student connection and involvement through pep rallies, assemblies, dances, homecoming, prom, and other student events.
- Create and Uphold the EAA ASB constitution.
- Support in the student and staff recognition events and activities.
- Help to Create school wide community service events.
- Collaborate with and support school administration for Kick Off and Open House events.
- Create student activities to support culture.
- Teach and inspire students to become effective communicators, thinkers, and achievers.
- Utilize effective organizational skills to set priorities and attainable goals at home and at school, and assist students on becoming academically prepared for college.

### **SMART Goals:**

- Fulfill school-wide and individual LCAP/SMART goals.

**Desired Qualifications:**

- ASB Advisor experience preferred
  - Leadership Experience
  - Bachelor's Degree Preferred
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**Employee Acknowledgement:**

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Employee Signature

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Printed Name

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Date



## Instructional Support Tutor

### *Job Description*

<b>Position Title:</b>	Instructional Support Tutor
<b>Reports To:</b>	Director of Program or Designee
<b>FLSA Status:</b>	Non-Exempt
<b>School Classification:</b>	Classified
<b>Pay Range:</b>	\$25-\$30/hour, depending on experience
<b>Work Schedule:</b>	Year-Round Program/Hours vary
<b>Location:</b>	Remote

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**Position Summary:** *The Temporary Instructional Support Tutor supports the staff by completing various duties outlined in this job description to support learning within Elite's MTSS framework. As determined by identified student needs, this individual will be assigned to work with multiple small groups of students. Ongoing professional development will be an integral part of this position.*

**Qualifications:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

- Any combination equivalent to: graduation from high school and two years applicable experience preferred
- State and federal fingerprint clearance (LiveScan) to work with students (Ed. Code 44237). No prospective employee can report to work without this clearance being received and the Human Resources Manager notifying the immediate supervisor of this clearance.
- Proof of a clear TB Tine test dated within the last 60 days (Ed. Code 49406) upon employment and thereafter updated every four years.

## ESSENTIAL DUTIES and RESPONSIBILITIES:

- Provide instructional lessons to reach achievement goals for individual students and targeted student groups in collaboration with Teacher of Record and Curriculum Coordinator.
- Become knowledgeable of teaching methods and materials to support early literacy development.
- Prepare instructional materials; performs designated literacy lessons with students; uses supplementary learning materials as needed.
- Administer assessment tools to assess student abilities related to desired educational goals, objectives, and outcomes; assists in assessing and evaluating student achievement.
- Maintain accurate records of student data.
- Follow instructional schedule developed by personnel working with tutor.
- Participate in all required training sessions.
- Assume responsibility for small learning groups of children.
- Assist in the maintenance/preparation of instructional materials.
- Carry out tasks assigned by the Director of Assessment and Accountability or designee.

### Other Duties

- Respond to all school related written correspondence, phone calls, voicemails, and emails within 24 business hours.
- Document and report to the school's management all formal disciplinary actions involving students; supporting management with addressing and resolving complaints from students and parents in a timely manner; and ensuring compliance with the provisions of California Penal Code Section 11166 (Child Abuse and Neglect Reporting Act).
- Perform other duties as assigned.

**Knowledge and Abilities:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

- Effective written and oral communication form.
- Develop and maintain effective working relationships.
- Display sensitivity, tact and responsiveness in various situations and needs.
- Handle public contact and relations effectively.
- Plan and implement short and long range activities.
- Analyze and resolve problems.
- Creative and able to work independently and coordinate with others.
- Maintain accurate and orderly records.
- Ability to work collaboratively with a team.
- Maintain a high level of confidentiality.
- Handle feedback and constructive criticism.



**Use of Computer Technology:**

To perform this job successfully, an individual should have general knowledge of Google Suite, Zoom web conferencing tools, and other tools as used by the school. The employee is expected to acquire and maintain a working computer with an internet connection.

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Hearing and speaking to exchange information.
- Dexterity of hands and fingers to demonstrate activities.
- Operates a computer and other office productivity machinery.
- Seeing to read a variety of materials.
- Bending at the waist, kneeling or crouching.
- Sitting or standing for extended periods of time.
- Lifting objects up to 50 pounds.
- Close vision and ability to adjust focus.

**Work Environment:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Office environment.
- Noise level is generally moderate.
- Work conducted in a public setting.
- Indoor in varying temperature.
- Employee must have available transportation and be able to drive up to 100 miles in a day.

**Hazards:**

- Contact with dissatisfied individuals

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**Employee Acknowledgement:**

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Employee Signature

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Printed Name

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Date



## Marketing Coordinator Job Description

<b>Position Title:</b>	Marketing Coordinator
<b>Reports To:</b>	Chief Student Development Officer
<b>FLSA Classification:</b>	Non-Exempt
<b>Pay Range:</b>	Based on Experience
<b>Classification:</b>	Certificated
<b>Months:</b>	12 months

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**Position Summary:** *Marketing Coordinator is a contract role to support existing marketing projects, while assisting with the development of new initiatives aligned with organizational goals. The position will partner with Marketing's educational partners and team members to support a wide range of functions, including communications, branding, project management, digital marketing, and social media. The marketing coordinator must be an organized multitasker able to handle many diverse projects at once and meet tight deadlines.*

### ESSENTIAL DUTIES AND RESPONSIBILITIES

- Manage and develop a wide range of marketing projects that directly impact academies, including website, videography, photography, print media, and swag.
- Manage social media through various channels including drafting content, updating graphics in Canva, and publishing posts.
- Collaborate and oversee contracted service providers to ensure high quality marketing campaigns.
- Work directly with community relations to purchase marketing and promotional materials for the organization.
- Connect personally with parents, students, community partners, and local school districts to help promote current events, programs and initiatives.
- Pull data, update trackers, perform analysis, and provide recommendations on marketing campaigns.
- Perform research for various projects and collect data, as needed.

- Develop exciting new marketing initiatives that will help promote our school.
- Collaborate with the CTE Marketing Pathway and continue to offer engaging opportunities for students in the marketing field
- Collaborate with CTE Marketing classes and/or the CTE Marketing teacher to ensure alignment of these courses with the overall marketing vision of Elite.
- Support Operations to ensure a high quality on-boarding experience.
- Various administrative tasks and additional responsibilities as assigned.

**Requirements:**

- DOJ Fingerprint Clearance
- Valid CA Driver's License
- CTE or Teaching Credential
- Administrative Credential-Preferred

**Experience:**

- Educational Marketing Preferred
- Social Media Administrative Experience
- Word, Excel, Adobe Proficient
- CANVA or Digital Design Experience
- Bachelor's Degree Preferred

**Use of Computer Technology:**

To perform this job successfully, an individual should have general knowledge of various software, how to use the internet to find information and complete tasks, email usage, spreadsheet software, and word processing software. The Community and Marketing Coordinator is expected to acquire and maintain a working computer with an internet connection and a printer.

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Hearing and speaking to exchange information.
- Dexterity of hands and fingers to demonstrate activities.
- Operates a computer and other office productivity machinery.
- Seeing to read a variety of materials.
- Bending at the waist, kneeling or crouching.
- Sitting or standing for extended periods of time.

- Lifting objects up to 25 pounds.
- Close vision and ability to adjust focus.

**Work Environment:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Noise level is generally moderate
- Work performed in public and private settings
- Indoor and outdoor in varying temperature
- Employee must have available transportation and be able to drive up to 100 miles in a day

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**Employee Acknowledgement:**

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Employee Signature

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Printed Name

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Date



## Office Manager Job Description

**Job Title:** Office Manager  
**Department:** All Departments  
**Reports To:** Department Director (or designee)  
**FLSA Classification:** Non-Exempt  
**Classification:** Classified  
**Pay Range:** \$65,000 - \$75,000 annually  
**Location:** Onsite Office (Temecula)

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**Position Summary:** *The Office Manager position is responsible for overseeing the physical office, and assisting with all departments that utilize the Elite Academic Academy Offices; this includes, but is not limited to, the following departments: Community Relations, Business, Operations, IT, HR, SPED, etc. This position....*

**Qualifications:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

- Any combination equivalent to: graduation from high school; and three years managerial experience.
- State and federal fingerprint clearance (LiveScan) to work with students (Ed. Code 44237). No prospective employee can report to work without this clearance being received and the Human Resources Manager notifying the immediate supervisor of this clearance.
- Proof of a clear TB Tine test dated within the last 60 days (Ed. Code 49406) upon employment and thereafter updated every four years.

**General skills:**

- Team player.
- Love of learning – a lifelong learner.
- Flexibility and adaptability..
- Well developed, clear communication and interpersonal skills that maintain a respectful, professional and courteous manner.
- Able to communicate effectively and regularly with the department head(s) regarding questions and concerns.

- Organized.
- Conflict resolution skills.
- Openness to differing views and objectives.
- Computer and technology literacy:
  - Operate office equipment including a calculator, copier, fax machine, computer and assigned software.
  - Knowledge and experience using Google docs, Google spreadsheets and other online collaboration tools to send and receive information.
  - Methods of collecting and organizing data and information.
  - Basic database skills.
- Willingness to research and become knowledgeable of curriculum and educational resources.
- Record-keeping techniques.
- Methods of collecting and organizing data and information.
- Basic arithmetic calculations with speed and accuracy.
- Maintain confidentiality of sensitive and privileged information.
- Knowledge of applicable laws, codes, regulations, policies and procedures.
- Determine appropriate action within clearly defined guidelines.
- Work independently with little direction.

## **ESSENTIAL DUTIES AND RESPONSIBILITIES**

### **Office Manager Responsibilities:**

- Answers phones in the office.
- Files documents.
- Prepares for audits.
- Support Community Relations as needed.
- Support Operations/Enrollment as needed.
- Support Business as needed.
- Support HR as needed.
- Support IT as needed.
- Support SPED as needed.
- Provide Vendor Support assistance, when needed.
- Helps secure conference rooms for meetings.
- Bring in snacks/beverages if needed for these meetings and help set up/break down meetings.
- Represents the school at vendor and community events as needed.
- Order office supplies as necessary.
- Create systems and flow to how we do things.
- Generate folders and files with useful information to train new hires.
- Think through the different policies to enhance the department.
- Organize office new staff
- Assist with the preparation and execution of graduation.
- Receives and sorts incoming mail/packages/etc.

**Knowledge and Abilities:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

- Purchasing practices and procedures.
- Basic accounting practices, procedures and terminology.
- Operation of a centralized telephone switchboard.
- Telephone techniques and etiquette.
- Modern office practices, procedures and equipment.
- Oral and written communication skills.
- Interpersonal skills using tact, patience and courtesy.
- Correct English usage, grammar, spelling, punctuation and vocabulary.
- Operation of a computer and assigned software.
- Record-keeping and report preparation techniques.
- Mathematical computations.
- Record-keeping and report preparation techniques.
- Communicate clearly in a timely manner, both orally and in writing.
- Foster teamwork in a collaborative work environment.
- Use technology in an effective manner for teaching, communicating, analyzing, and reporting.
- Maintain professional, cordial relationships with students, parents, and staff.
- Use professional judgment in making reasonable decisions or recommendations in conjunction with other staff members and/or administrative leadership.
- Solve problems and take responsibility for a variety of situations in a reasonable manner.
- Interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
- Complete work with many interruptions.
- Meet schedules and timelines.
- Maintain confidentiality of sensitive and privileged information.
- Operate a variety of office equipment including a computer and assigned software.
- Complete work with many interruptions.

#### **Other Duties**

- Respond to all school related written correspondence, phone calls, voicemails, and emails within 24 business hours.
- Document and report to the school's management all formal disciplinary actions involving students; supporting management with addressing and resolving complaints from students and parents in a timely manner; and ensuring compliance with the provisions of California Penal Code Section 11166 (Child Abuse and Neglect Reporting Act.)
- Perform other duties as assigned.

**Physical Demands:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Hearing and speaking to exchange information in person or on the telephone.
- Dexterity of hands and fingers to operate a computer keyboard.
- Operates a computer and other office productivity machinery.
- Seeing to read a variety of materials.
- Bending at the waist, kneeling or crouching.
- Sitting or standing for extended periods of time.
- Lifting objects up to 50 pounds.
- Close vision and ability to adjust focus.

**Work Environment:** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Office environment.
- Noise level is generally moderate.
- Work conducted in a public setting.
- Indoor in varying temperatures.
- Employees must have available transportation and be able to drive up to 100 miles in a day.

**Employee Acknowledgement:**

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date





AT-WILL EMPLOYMENT AGREEMENT

Between Elite Academic Academy Charter - Mountain Empire

■ and

Name: [REDACTED]

in the position of

Title: Teacher of Record - Virtual

January 6, 2023

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

We are pleased to offer you the position of full-time exempt Teacher of Record - Virtual with Elite Academic Academy - Mountain Empire (the "School") commencing January 17, 2023. We are delighted you chose to join the team and are confident you will enjoy it here. The purpose of this letter is to summarize the terms of your employment with the School as set forth in this At-Will Employment Agreement (the "Agreement"), should you accept our offer. This offer of employment is conditioned upon the receipt of proof of your legal eligibility to work in the United States (IRS I-9) and successful completion of all background (Livescan) checks.

The terms of your employment with the School are as follows:

1. Job Duties. Your job duties are detailed in the attached job description (Exhibit A) and you will report to the Director of Virtual, or designee.
2. At-Will Employment. Your employment at the School is "at will," which means that it is of no definite duration and will continue only as long as both you and the School consider it of mutual benefit. Either you or the School is free to terminate the employment relationship at any time, with or without cause and with or without notice. Although your job duties, title, compensation, and benefits, as well as our personnel policies and procedures, may change from time-to-time, the "at will" nature of your employment may only be changed in a document signed by you and the CEO of the School.

3. Work Hours. You are compensated for the general value of services you perform and not for the amount of time you spend on the job. Thus, you will generally be paid your set salary notwithstanding the number of hours you work. However, to ensure that you can be reached by your supervisor and communicate with those individuals who will assist you in performing your job duties, you are generally expected to work Monday to Friday during normal business hours.

4. Compensation. Due to funding uncertainties generally, and more specifically associated with the School's required participation in the SB 740 funding process for non-seat-time charter schools, as well as the unpredictability of legislation affecting charter schools, the total amount of School funds available for employee compensation is often unknown to the School at the outset of any academic year. Accordingly, you will be paid a minimum salary of \$39,420 (or \$6,570.00 per month, for 6 months - January 2023 thru June 2023) less applicable withholdings, for 108 days of work (\$365/per day) (see attached 201 day calendar attached; however, because your start date is January 17th, you will only be working 108 days on this calendar), which amount may be adjusted upward during or at the conclusion of the academic year by the School's governing board in its sole discretion. You will also receive a stipend of \$150.00 a month for travel and mileage (in lieu of mileage reimbursement). You will be paid once a month on, or before, the 26<sup>th</sup> of each month. Salary increases and annual bonuses may be awarded at the end of each calendar year, at the sole and absolute discretion of the CEO, based upon, among other things, your performance and the School's overall performance during the calendar year.

5. Benefits. You will be eligible for all benefits as generally offered to similarly situated employees of the School, including contributions to California State Teachers Retirement System, as further described in our Employee Handbook. The School also offers Health and Welfare benefits, after one month of employment, totaling \$10,800 a year (or \$900 a month), which can be used to purchase medical, dental, and vision insurance benefits offered through the Charter providers. You may "opt out" of medical insurance provided by the Charter and retain a monthly allotment of \$200. For more information, please see the plan benefits.

6. Arbitration. It is a condition of your employment that you review our Arbitration Agreement (attached) which provides that any disputes between you and the School be submitted to binding arbitration. You should notify the School in writing of any complaints you have with respect to your employment so that any issues can immediately be addressed and rectified.

7. Confidentiality. Because of the nature of our work and the highly confidential information we provide to our employees, you will be required to execute a Confidentiality and Non-Disclosure agreement (attached), which will remain in full force and effect after your employment.

8. Equal Employment Opportunity. The School is an equal opportunity employer. School policy prohibits discrimination, retaliation, or harassment based on actual or perceived ancestry, race, color, religion, including religious dress and grooming practices, national origin, including language use and possession of a driver's license, citizenship, marital status, sex, pregnancy, childbirth, breastfeeding, or related medical conditions, gender, gender identity, gender expression, sexual orientation, age (40 and above), military or veteran status, physical or mental disability, including HIV and AIDS, medical condition, including cancer or a record or history of cancer, genetic characteristic or information, protected medical leaves (e.g., leave under the Family and Medical Leave Act or the California Family Rights Act), domestic violence victim status, political affiliation, and any other status protected by federal, state, or local laws. This commitment applies to all personnel decisions and to all persons involved in the operations of the School. In addition, you are expressly prohibited from discriminating against, retaliating against, or

harassing any student of the School. You must treat all students and third parties working for or on behalf of the School respectfully and appropriately.

9. Prior Agreements. You affirm that you are not a party to any agreement(s) such as a non-competition agreement that would prohibit you from employment with us.

10. Organization Policies. If you accept this offer and begin employment, on your first day of employment, you will be given additional information about the School, including but not limited to its Employee Handbook and other policies and procedures

11. Entire Agreement. This Agreement and its Exhibit A, and accompanying attachments, when accepted by you, constitutes our entire agreement and supersedes all prior agreements and representations whether written or oral. This Agreement may be amended only by a writing signed by both yourself and the CEO of the School. To the extent this Agreement or its attachments conflict with our Employee Handbook or any other policy or procedure, this Agreement or its attachments, as the case may be, shall control.

On your first day of work, you will be required to complete the INS form I-9. Please bring appropriate identification that shows your eligibility to work in the United States.

If these terms are acceptable to you, please sign one copy of this offer letter and return it at your earliest convenience. This offer will remain open for 5 working days.

Once again, we are looking forward to you joining the Elite Academic Academy - Mountain Empire team, contributing to the Certificated Teaching Department, and personally growing with the School.

Sincerely,

DocuSigned by:  


Meghan Freeman  
CEO

Date: 1/9/2023

AGREED TO AND ACCEPTED BY:

Employee:   


Signature: \_\_\_\_\_ Date: 1/9/2023



## Teacher of Record - Virtual

### *Job Description*

<b>Position Title:</b>	Teacher of Record - Virtual
<b>Reports to:</b>	Director of Virtual (or designee)
<b>Classification:</b>	Certificated
<b>Pay Range:</b>	Starting at \$62,000 annually
<b>Work Schedule:</b>	186-221 days
<b>Location:</b>	Remote classroom with travel

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**Position Summary:** An *Elite Academic Academy* Teacher of Record - Virtual is responsible for fostering student academic, social, and emotional learning in a virtual setting for grades 6-12. Teachers will instruct students in a virtual setting; and therefore, must be self-starters and have a creative mindset that facilitates students through relevant and rigorous learning objectives.

**Qualifications:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

- Bachelor's Degree or higher from an accredited university.
- A valid, current, and appropriate California state Teaching Credential (ELL Authorization, or BCLAD, or CLAD).
- *Desirable:* Career Technical Education Credential (CTE Credential); Dual single subject credential or PPS Credential.
- State and Federal fingerprint clearance (LiveScan) to work with students (Ed. Code 44237). No prospective employee can report to work without this clearance being received and the Human Resources Manager notifying the immediate supervisor of this clearance.
- Proof of a clear TB test dated within the last 60 days (Ed. Code 49406) upon employment and thereafter updated every four years.

*Teacher of Record - Virtual Job Description*  
*Board Approved-Nov. 04, 2021*

- Valid California Driver's License and proof of valid car insurance policy.

## **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

### **Section 1: Management of Homeroom Caseload**

- Maintain daily communication through synchronous sessions with students and parents/guardians through Zoom (or the like) (30 minute minimum per week).
- Hold weekly check-in meetings with students to review student progress and support.
- Ensure students are attending Live Sessions with Content Teachers.
- Monitor student progress in various courses.
- Assess students academic needs.
- Collaborate with students to track self-progress.
- Monitor homeroom student attendance, engagement, and live sessions.
- Collect needs assessment and detail Community Partnership placement for students.
- Collect student work samples from caseloads.
- Collaborate with colleagues to create success plans for struggling students in various courses.
- Directly communicate general announcements with parents/guardians, students, and community partners.
- Consistently update communication log/documentation in Student Information Systems.
- Communicate lessons and create supplemental lessons for homeroom curriculum.
- Complete Compliance Work in the Student Information System.
- Complete ordering of curriculum and materials for students.
- Assist parents/guardians with Elite processes and procedures such as signing compliance work and business department services.

### **Section 2: Student Supports**

- Actively participates in Parent Conferences.
- Support students in collaboration with the Student Support Department, Student Development Department, or Academic Innovation Department as needed.
- Create lesson plans that meet state educational standards.
- Creatively supplement curriculum to engage students.
- Supports Special Education by attending IEP/504/SST and filling out forms/communications.
- Differentiates instruction to meet student needs/provides additional or supplemental materials when needed.
- Establishes positive and appropriate student-teacher relationships.
- Provides "Elite Progress Support Plans" for students who need to catch up on assignments or students who are struggling in course(s).

### **Section 3: Professional Development & Staff Collaboration**

- Attends weekly collaborative meetings with colleagues for lesson planning/best practices/feedback/support.
- Attends and participates in bi-weekly staff meetings/professional development.
- Weekly communication with administrator to ensure teacher success and support.
- Fulfills school-wide and individual LCAP/SMART goals.
- Demonstrate professionalism and interpersonal skills.
- Enrich personal skill sets and knowledge by attending outside professional development opportunities.
- Attend two in-person or virtual school events a month to build school culture and pride

### **Section 4: General & Essential Duties**

- Proctors exams and other assessments (locally/various counties).
- Follows and adheres to Elite Academic Academy Charter policies and procedures.
- Maintains a record of student work.
- Maintains current up-to-date grades.
- Understand digital file organization.
- Follows legal mandates and procedures according to reporting (Child Abuse and Neglect Act).
- Consistently follows office hours availability for students.
- Responds to all stakeholders inquiries/communications within a 24 hour period.
- Document and resolve all informal and formal complaints with parents, students, and staff in a professional manner.
- Adhere to Elite Academic Academy policies and procedures according to the staff handbook.
- Ensure and maintain compliance with the Uniform Complaint Policy and the Uniform Technology policy.
- Use technology for assessing students, collecting data, and analyzing data.
- Uses Google Calendar of events and meetings for transparency

### **Knowledge of:**

- Online platforms and technology use.
- Demonstrates excellent computer and typing skills.
- Career Technical Education Pathways.
- Academic and emotional growth and development of school aged children.
- Current job market trends and skills.
- Best practices to engage student learning.
- Current state testing.
- Special Education, English Language Learners, and 504 practices and procedures.
- Methods, pedagogy, and techniques used to develop and instruct curriculum.
- General knowledge of Education Codes and laws.

**Ability to:**

- Foster engaging activities and learning for student success through the use of technology.
- Provide individualized instruction to students by promoting interactive learning.
- Create a safe space for students to learn where diverse thinking is celebrated.
- Facilitate an online and in-person classroom culture of creativity and diversity.
- Demonstrate exemplary communication skills (oral and written).
- Demonstrates excellent time management.
- Cultivate positive rapport with students, staff, parents, and community stakeholders.
- Assess student needs and individualize instruction according to their needs/goals.
- Collaborative with colleagues on an ongoing basis.
- Assist in curriculum development.
- Work flexible hours; sometimes weekends and/or evenings.
- Accessible access to the internet.
- Demonstrate integrity when making decisions.
- Travel locally, nationally, and internationally with student enrichment and educational trips.

**Work Environment:**

- Blended position (remotely & locally)
- In-home Office
- Occasional travel may be required by personal vehicle
- Flexible Hours

**Physical Demands:**

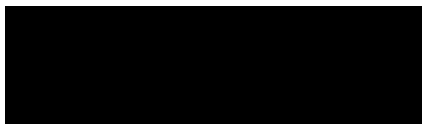
- Lifting up to 25 lbs.
- Sitting or standing for extended periods of time.
- Ability to see and read clearly to monitor student progress online.
- Dexterity of hands for computer use.
- Ability of hearing for listening.
- Ability of speaking to properly exchange information.
- Traveling long distances.

**HAZARDS:**

Contact with dissatisfied individuals.

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**Employee Acknowledgement:**





Printed Name

1/9/2023

Date

*Teacher of Record - Virtual Job Description  
Board Approved-Nov. 04, 2021*



**MUTUAL AGREEMENT TO ARBITRATE DISPUTES**

The parties to this Mutual Agreement to Arbitrate Disputes (“Agreement”) wish to resolve, fairly and quickly, any and all disputes which may arise between them and agree as follows:

- A. Agreement to Arbitrate. Any controversy, dispute or claim (“Claim”) whatsoever between Ruth Chatton (“Employee”) on the one hand, and Elite Academic Academy Mountain Empire (“the Company”), or any of its current and former directors, officers, shareholders, employees, agents, representatives, or related entities (collectively “Company Parties”), on the other hand, (collectively, the “Parties”) shall be resolved by the Parties by final and binding arbitration at the request of either Party.
- B. Claims Covered. This Agreement broadly covers *any and all claims* that have existed, currently exist, and/or may arise between the Parties including, but not limited to, claims for: (a) misclassification, wages (regular or overtime), meal period and/or rest break premiums, wage statement penalties, waiting time penalties, paid time off/vacation, business expenses, benefits and/or other compensation; (b) breach of contract (oral, implied, express or written); (c) wrongful termination and/or retaliation; (d) unfair competition and/or misappropriation of trade secrets; (e) discrimination, harassment, and/or retaliation on the basis of a characteristic protected by law; and (f) any other claims arising out of or related to the employment relationship (including application for employment) or termination of the employment relationship or for violation of any federal, state, or other government law, statute, regulation, or ordinance including, without limitation, the California Labor Code, the Industrial Welfare Commission Wage Orders, the California Business and Professions Code, the Fair Labor Standards Act, California’s Fair Employment and Housing Act, Title VII of the Civil Rights Act of 1964, the Americans with Disabilities Act, the Age Discrimination in Employment Act, and the United States and California Constitutions (collectively, “Covered Claims”).
- C. Excluded Claims. Notwithstanding the above broad scope of Covered Claims, this Agreement does not cover any claims to the extent such claims are non-arbitrable pursuant to applicable law (which are not preempted by the FAA).
- D. Class and Collective Action Waiver. **Covered Claims shall be arbitrated on an individual basis only. No Covered Claim shall be (a) heard or arbitrated on a class or collective action basis on behalf of other persons alleged to be similarly situated, or (b) joined, consolidated, or otherwise combined with the claims of other persons in one proceeding. Each Party waives the right to bring, maintain, participate in, or receive money from, any class or collective proceeding, whether in arbitration or otherwise.**
- E. Notice of Claim. A demand for arbitration must be in writing by certified or registered mail, return receipt requested and obtained, or by service as authorized for the commencement of a civil action and made within the applicable statute of limitations period. The notice must describe the nature of the controversy and the remedy sought. In the event that there is a dispute as to whether the Parties agreed to arbitrate a claim or an issue, the court shall have the exclusive authority to determine arbitrability.
- F. Rules of Arbitration. Arbitration under this Agreement will be conducted in accordance with the then current



Employment Arbitration Rules and Mediation Procedures of the American Arbitration Association (“AAA Rules”) or in accordance with the rules of another similar organization agreed to by the Parties. A current copy of the AAA Rules is available at [www.adr.org](http://www.adr.org) and from Elite Academic Academy’s Human Resources Department upon request.


- G. Place of Arbitration. Arbitration shall take place before a neutral arbitrator within 45 miles of where Employee is or was last employed by the Company.
- H. Discovery. The Parties shall be entitled to conduct reasonable discovery, including, without limitation, conducting depositions of and requesting documents from each other and third parties. The arbitrator shall have the authority to resolve discovery disputes, modify procedures to ensure they are affordable and accessible, and order prehearing third-party discovery.
- I. Arbitration Decision. The arbitrator shall prepare in writing and timely provide to the Parties a decision and award which includes factual findings and the reasons upon which the decision is based. The arbitrator may make any award available under law, including monetary damages, injunctive relief, and attorneys’ fees. The decision of the arbitrator shall be binding and conclusive on the Parties, except as otherwise required by law. Judgment upon the award rendered by the arbitrator may be entered in any court having proper jurisdiction.
- J. Arbitration Fees and Costs. Company shall be entirely responsible for the arbitrator’s fees. Each Party shall pay his/her/its own costs and attorneys’ fees, if any, except that the arbitrator shall award attorneys’ fees and costs in accordance with applicable law.
- K. Governing Law. Any enforcement of this arbitration provision shall be governed by the Federal Arbitration Act (the “FAA”), and any procedural issues related to this arbitration provision shall be governed by California law, unless California law conflicts with the FAA in which case the FAA shall govern.
- L. Employee Right to Review and Consult Counsel. Employee has the right to review this agreement with their counsel if needed, and if Employee has any questions about this Agreement, Employee should contact Elite Academic Academy’s Human Resources Department.
- M. Sole and Entire Agreement. This Agreement constitutes the entire agreement between the Parties with respect to the matters referenced herein and can be modified only in a writing signed by both Parties, stating the intent to revoke or modify this Agreement. If any provision in this Agreement is determined to be unenforceable, then the remaining provisions shall remain in full effect.

**By signing below, each party knowingly waives the right to class and collective procedures/actions and the right to trial by jury or judge for any covered claim. Each party retains all other rights, including the right to counsel, to call and cross-examine witnesses, to reasonable discovery, and to have claims addressed by an impartial factfinder.**

**Each party acknowledges that it or s/he are hereby advised to seek legal advice as to their rights and responsibilities under this agreement.**

**THIS AGREEMENT IS VOLUNTARY AND EMPLOYEE WILL NOT BE FIRED OR, IN THE CASE OF A NEW HIRE, BE DENIED A JOB, FOR DECLINING TO SIGN THIS AGREEMENT.**

COMPANY:  
 By:   
 Its: Chief Executive Officer  
 1/9/2023  
 DATED: \_\_\_\_\_

EMPLOYEE  
 By:   
 1/9/2023  
 DATED: \_\_\_\_\_



## CONFIDENTIALITY AND NON-DISCLOSURE AGREEMENT

The Parties to this Confidentiality and Non-Solicitation Agreement ("Agreement") are Elite Academic Academy-Mountain Empire (the "School") and Ruth Chatton("Employee") (collectively referred to herein as the "Parties").

1. Employee Access to Confidential Information. The School and Employee acknowledge that the business of the School and the nature of Employee's work will require Employee to have access to Confidential Information (as such term is defined below) of the School and/or its families, which, if disclosed in an unauthorized manner, could be highly prejudicial to the School and/or its families.

2. Value of School Business, Families, and Confidential Information. The School has created, developed, and obtained Confidential Information (as such term is defined below). Additionally, the School has entered into agreements with third parties whereby these third parties produce confidential, proprietary, and/or trade secret information for the School. Such information has independent actual or potential economic value from not being generally known to the public or to other persons who can obtain economic value from its disclosure or use and is not readily available through any source other than the School. Maintenance of confidentiality regarding such information and special knowledge is essential to preserving the competitive position and value of the School. Further, the specialized services provided by the School to its families are such that potential families might not be aware of the availability of such services from the School. Consequently, the School has gone to considerable time, expense, and effort in seeking out potential families, explaining to these potential families the unique value of the School's services, and developing family relationships. This specialized business requires the School to develop confidential relationships with its families, whereby the School and each family work together closely to develop customized services for each family. Therefore, information concerning both the nature and the fact of the School's relationships has independent actual or potential economic value from not being generally known to the public or to other persons who can obtain economic value from its disclosure or use. The confidentiality of the School's families is essential to the continued economic viability of the School and is subject to continuous, vigorous efforts by the School to maintain secrecy.

3. Confidential Information Defined. "**Confidential Information**" of the School includes, but is not limited to, proprietary and/or trade secret information, intellectual property, ideas innovations, organization financial documents and transactions, student and family information and records, confidential financial data or other non-public proprietary organization information,

confidential information regarding business partners, vendors, or families and students, business methods, devices, processes, compilation of information, computer software developed by or for the School records, methods of data processing, surveys, designs, questionnaires, reports, industry norms, models, forecasts, formulae, equations, studies or data developed in connection with any project or activity of the School, and School financial information.

A. Exclusions. Confidential Information shall not include: (a) information now and hereafter voluntarily disseminated by the School to the public or which otherwise becomes part of the public domain through lawful means; (b) information already known to Employee as documented by written records which predate Employee's employment with the School; and (c) information independently developed by Employee after termination of Employee's employment.

4. Value of the School's Workforce. The Parties further acknowledge and agree that the School needs to maintain a stable workforce in order to remain in business. Thus, the School is entitled to protect its legitimate business interest in preventing persons from disrupting, damaging, impairing, or interfering with its business by soliciting its employees for employment with another company.

5. Employee's Obligations as to Confidential Information. Therefore, as a condition of employment, Employee agrees to maintain the secrecy of the School's Confidential Information and to not engage in unfair competition with the School as follows:

A. No Disclosure. Employee will not use, disclose, or disseminate in any manner whatsoever any Confidential Information, either directly or indirectly, either during employment with the School or following termination of employment, except as required in the course of employment with the School, or as expressly authorized in writing by an officer or manager of the School.

B. No Reproduction or Removal. Employee will not reproduce in any manner, or remove from the School or Employee's work location, any Confidential Information, whether or not recorded in writing, by sound or visual means, on computer or computer disk or by any other means, either during employment with the School or following termination of employment, except as required in the course of employment with the School, or expressly authorized in writing by an officer of the School.

C. Duty to Prevent Disclosure. Employee will take all precautions reasonably necessary to prevent the unauthorized use, disclosure, or dissemination of Confidential Information either during employment with the School or following termination of employment with the School.

D. Required Disclosure. Notwithstanding Sections A, B and C above, in the event that Employee is requested or required (by oral questions, interrogatories, requests for information or documents, subpoena, civil investigative demand or other similar process in legal proceedings) to disclose any of the Confidential Information, Employee shall provide the School with prompt written notice of any such request

or requirement so that the School may seek a protective order or other appropriate remedy, or waive compliance with the provisions of this Agreement. If, in the absence of a protective order or other remedy or the receipt of a waiver by the School, Employee is nonetheless legally compelled to disclose Confidential Information to any tribunal or else stand liable for contempt or suffer other censure or penalty, Employee may, without liability hereunder, disclose to such tribunal only that portion of the Confidential Information that is legally required to be disclosed, provided that Employee exercises his or her best efforts to preserve the confidentiality of the Confidential Information, including, without limitation, by cooperating with the School to obtain an appropriate protective order or other reliable assurance that confidential treatment will be accorded the Confidential Information by such tribunal.

- E. Ownership of Materials; Return of Materials Upon Termination of Employment. All Confidential Information and/or other ideas, concepts, know-how, techniques, processes, methods, inventions, discoveries, developments, innovations, and improvements, that are reasonably related to the business of the School, involve the School's research or development (whether actual or demonstrably anticipated), or are produced by Employee during the period of employment with the School belongs to the School and not Employee. Upon termination of Employee's employment with the School for any reason whatsoever, Employee will immediately turn over to the School all Confidential Information. Additionally, Employee will return all other School property or equipment, including but not limited to keys, entry devices, documents, computer software, and/or other materials related to the business, professional or personal affairs of the School or any of the School's families. Further, Employee will not retain any copies of any of the above materials in hardcopy, electronic or other form.
- F. Prohibition on Use of Trade Secret Information. Employee agrees that during Employee's employment with the School and following termination of Employee's employment with the School, for any reason whatsoever, Employee shall not use the School's trade secret information, including without limitation, (1) to contact or solicit any families or prospective families of the School whom Employee served or whose names became known to Employee while in the employ of the School either on the Employee's behalf or on behalf of any other party engaged in a business which is competitive with the School or (2) to solicit the employment of any School employee, whether or not the solicited employee would commit any breach of his or her own employment terms by leaving the service of the School.
- G. No Competition During Employment. Employee agrees that during employment with the School, Employee will not engage in any other employment or activity that might interfere with or be in competition with the interests of the School.
- H. Student Information. Employee agrees not to use, disclose, or disseminate in any manner whatsoever, for compensation or otherwise, any information, actions, events, behavior, or other conduct that Employee observes or hears from the

School's students or their families, either directly or indirectly, either during employment with the School or following termination of employment. Employee further agrees to take all precautions reasonably necessary to prevent the unauthorized use, disclosure, or dissemination of the School's students' information, actions, events, behavior, or other conduct, either during employment with the School or following termination of employment with the School.

6. Trade Secrets. The Parties further recognize and acknowledge that neither the above provisions nor the School's exercise of any rights thereunder shall limit the rights of the School under applicable statutes and common law rules regarding trade secrets, including without limitation, the Uniform Trade Secrets Act (Cal. Civ. Code Section 3426 *et seq.*) or limit the rights of the School to seek damages relief. In particular, and without limitation of the foregoing, the School reserves its rights under California Civil Code Section 3426.3 to seek total damages in an amount two times that of actual damages suffered as a result of misappropriation of its Confidential Information.

7. School's Entitlement to Compensation Received by Employee for Use or Disclosure of Confidential Information. Employee further expressly agrees that, without limiting any other right or remedies the School may have, the School shall be entitled to recover any and all monies or other benefits whatsoever received by Employee or on Employee's behalf or by any other person or entity from any and all sources in connection with any use or dissemination by Employee, or Employee's agents, of any Confidential Information and that any such monies or other benefits so received shall be held in trust by the recipient for immediate payment over to the School.

8. Severability. In the event a court of competent jurisdiction finds any provision of this Agreement to be invalid or otherwise unenforceable, the remaining portions of this Agreement will retain their full force and effect.

9. Entire and Sole Agreement. The Parties agree that this Agreement contains their entire agreement and supersedes all other agreements and understandings, whether written or oral, covering the subject matter hereof. The Parties warrant that there were no representations, agreements, arrangements or understandings, whether written or oral, between them relating to the subject matter contained in this Agreement which are not fully expressed herein. No modification, amendment or waiver of any of the provisions contained in this Agreement, or any future representations, promise, or condition in connection with the subject matter of this Agreement, shall be binding upon any party to this Agreement unless made in writing and signed by such party or by a duly authorized officer, partner, or agent of such party.

10. Governing Law. The Parties agree that the laws of the State of California shall govern the interpretation and enforcement of this Agreement, without giving effect to that State's choice of law rules.

11. Independent Review and Advice. By signing his/her name below, Employee expressly acknowledges that he/she has read this Agreement, has had the opportunity to ask School representatives questions about it, has had the opportunity to consult with an attorney of his/her choice (at his/her own expense) before signing it, and understands the contents of this Agreement.

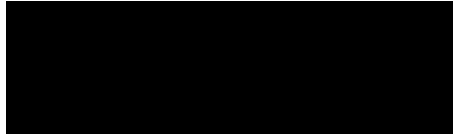
Employee further agrees that signing this Agreement is a condition of his/her employment with the School and payment therefore, which he/she understood before accepting employment with the School.

12. Costs and Attorneys Fees. In the event of any dispute, controversy, or other proceedings (including litigation or arbitration) arising out of or related to this Agreement, the prevailing party shall be entitled to reimbursement of all of its costs, including attorney and expert witnesses' fees and costs.


13. Successors and Assigns. All covenants, representations, warranties and agreements of the Parties contained herein shall be binding upon and inure to the benefit of their respective successors and permitted assigns.

14. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

Date: 1/9/2023



Date: 1/9/2023

DocuSigned by:  
  
By: \_\_\_\_\_  
Its: Chief Executive Officer

# EAA 2022/2023 Staffing Calendar - 201 Day (12 month) Employees (New Hire)

JULY							AUGUST							SEPTEMBER							OCTOBER							Important Dates		
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S			
					1	2		1	2	3	4	5	6						1	2	3	4	5	6	7	8	7/1	First Day of School (Year-Round)		
3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10	11	12	13	14	15	16	7/4	Independence Day Holiday		
10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17	18	19	20	21	22	23	8/8	Contract Start Date		
17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24	25	26	27	28	29	30	8/29	First Day of School (Traditional)		
24	25	26	27	28	29	30	28	29	30	31	25	26	27	28	29	30	16	17	18	19	20	21	22	23	24	9/5	Labor Day Holiday			
31													23	24	25	26	27	28	29	30	31	11/11	Veteran's Day Holiday							
																									11/21 - 11/25	Thanksgiving Break				
																									12/19 - 1/6	Winter Break				
NOVEMBER							DECEMBER							JANUARY							FEBRUARY									
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S			
		1	2	3	4	5					1	2	3	1	2	3	4	5	6	7					1	2	3	4	1/16	MLK Day Holiday
6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14	5	6	7	8	9	10	11	2/17 - 2/20	Presidents' Day Weekend	
13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21	12	13	14	15	16	17	18	3/13 - 3/17	Spring Break	
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28	19	20	21	22	23	24	25	5/29	Memorial Day	
27	28	29	30				25	26	27	28	29	30	31	29	30	31	26	27	28	6/13	Last Day of School - Traditional									
																			6/14	Last Day of School - Year Round										
																			6/30	Contract End Date										
MARCH							APRIL							MAY							JUNE							Key		
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S			
			1	2	3	4						1		1	2	3	4	5	6					1	2	3	<span style="background-color: #90EE90;"> </span>	Contract Start and End Dates		
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10	<span style="background-color: #FFFF00;"> </span>	First & Last Day(s) of School	
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17	<span style="background-color: #00FFFF;"> </span>	Paid Holidays (FT)	
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24	<span style="background-color: #D8BFD8;"> </span>	New Hire Orientation and PD (8/8-8/12)	
26	27	28	29	30	31	23	24	25	26	27	28	29	28	29	30	31	25	26	27	28	29	30	<span style="background-color: #FFA500;"> </span>	Paid Flex (Non-school/contract) Days (FT)						
							30																			<span style="background-color: #FF00FF;"> </span>	All Staff Professional Development Days			
																										<span style="background-color: #D8BFD8;"> </span>	Track A TOR/CT PD			



Pending Board Approval

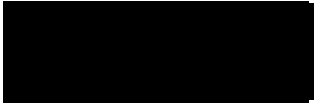
[Redacted] /9/2023

# Elite Academic Academy 2022/2023 Staffing Calendar - Payroll

JULY							AUGUST							SEPTEMBER							OCTOBER							Important Dates		
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S			
					1	2		1	2	3	4	5	6					1	2	3							1	7/4	Independence Day Holiday	
3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	2	3	4	5	6	7	8	9/5	Labor Day Holiday
10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17	3	9	10	11	12	13	14	15	11/11	Veteran's Day Holiday
17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24	4	16	17	18	19	20	21	22	11/21 - 11/25	Thanksgiving Break
24	25	26	27	28	29	30	28	29	30	31				25	26	27	28	29	30									12/19 - 1/6	Winter Break	
31																													1/16	MLK Day Holiday
																													2/17 - 2/20	Presidents' Day Weekend
NOVEMBER							DECEMBER							JANUARY							FEBRUARY							Important Dates		
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S			
		1	2	3	4	5					1	2	3	1	2	3	4	5	6	7					1	2	3	4	3/13 - 3/17	Spring Break
6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14	16	5	6	7	8	9	10	11	5/29	Memorial Day Holiday
13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21	17	12	13	14	15	16	17	18		
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28	1	19	20	21	22	23	24	25		
27	28	29	30				25	26	27	28	29	30	31	29	30	31					26	27	28							
MARCH							APRIL							MAY							JUNE							Key		
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S			
			1	2	3	4						1	1	2	3	4	5	6					1	2	3		Semi-Monthly Payroll			
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	15	4	5	6	7	8	9	10		Monthly/Semi-Monthly Payroll
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	16	11	12	13	14	15	16	17		Holidays
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	17	18	19	20	21	22	23	24		
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31					25	26	27	28	29	30			
							30																							



Board Approved March 03, 2022



9/2023





**NOTICE TO EMPLOYEE AS TO CHANGE IN RELATIONSHIP**

(Issued pursuant to provisions of Section 1089 of the California Unemployment Insurance Code)

**Date:** January 13, 2023

**Re:** [REDACTED]


Per your request, effective January 10, 2023, your position as **Onboarding Specialist/CTE Pathway Teacher** with Elite Academic Academy – Mountain Empire, changed from **full-time salary (non-exempt)**, to **part-time hourly (non-exempt)**, as outlined in the attached contract.


Your hourly rate will be \$22.58/hour, for a maximum of 20 hours per week, less applicable withholdings. [Note: You are not required to work 4 hours per day, but have a maximum of 20 hours per week, to be scheduled as you and your supervisor see fit.] You will continue to be paid twice a month on, or around, the 10th and 26th of each month. You will continue to be required to record your time in Paycom. [Note: You have already received specific direction regarding time-keeping; however, please advise of any questions or concerns]

[Additional Note: Your previous full-time salary of \$43,000 is equivalent to \$180.67 per day (\$43,000 divided by 238 calendar days, per your staffing calendar, is \$180.67); and \$180.67 divided by 8 is your hourly rate of \$22.58.]

As a part-time employee you will no longer be eligible for benefits (including health and welfare benefits, vacation pay, and/or paid holidays/non-contract days); except for those required by law, such as paid sick time.

Please contact Tracy Hasper, in Human Resources, if you have any questions or concerns.

DocuSigned by:  
  
A4137E406BF5494...  
Meghan Freeman  
CEO

DocuSigned by:  
  
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[REDACTED]  
Onboarding Specialist/CTE Pathway Teacher



**AT-WILL EMPLOYMENT AGREEMENT**

**Between Elite Academic Academy Charter - Mountain Empire**

**and**

**Name:** [REDACTED]

in the position of

**Title: Onboarding Specialist/CTE Pathway Teacher**

January 13, 2023

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

We are pleased to offer you the position of part-time (non-exempt) **Onboarding Specialist/CTE Pathway Teacher** with Elite Academic Academy – Mountain Empire (the “School”) commencing **January 10, 2023**. We are delighted you chose to join the Elite Academic Academy team and are confident you will enjoy it here. The purpose of this letter is to summarize the terms of your employment with the School as set forth in this At-Will Employment Agreement (the “Agreement”), should you accept our offer. This offer of employment is conditioned upon the receipt of proof of your legal eligibility to work in the United States (IRS I-9) and successful completion of all background (Livescan) checks.

The terms of your employment with the School are as follows:

1. **Job Duties.** Your job duties are detailed in the attached job description (“Exhibit A”), which you previously signed on June 3, 2022, which is incorporated herein, and you will report to the Chief Student Development Officer, or designee. The duties set forth in Exhibit A may be amended from time to time at the sole discretion of the School.
2. **At-Will Employment.** Your employment at Elite Academic Academy is "at will," which means that it is of no definite duration and will continue only as long as both you and the School consider it of mutual benefit. Either you or the School is free to terminate the employment relationship at any time, with or without cause and with or without notice. Although your job duties, title, compensation and benefits, as well as our personnel policies and procedures, may change from time-to-time, the “at will” nature of your employment may only be changed in a document signed by you and the Chief Executive Officer of the School.

3. Hours of Employment. Your days of work, and hours of employment, will be Monday through Friday at hours determined by the School and your direct supervisor, provided that ordinary working hours shall not exceed 20 hours per week, *unless agreed upon by the School in advance*. We anticipate that there will be occasions when we will ask you to work over 20 hours per week, and/or occasions when you may be asked to work overtime. All overtime hours must be approved in advance by your supervisor
4. Best Efforts. You agree that you will at all times faithfully, industriously, and to the best of your ability perform all of the duties that may be required of you by the School which shall include:
  - a. Fulfilling the job duties and functions enumerated in the job description, attached hereto as Exhibit A;
  - b. Such other duties as assigned by the Board of the School or your supervisor from time-to-time as necessary in the School's discretion and judgment to effectuate the purposes of this Agreement including assignments that are in addition to those expressly described in this Agreement or its Exhibit A;
  - c. Attending any scheduled School events or training or planning sessions before or during the school year if requested by your direct supervisor; and
  - d. Following and abiding by the School's policies and procedures as adopted and amended from time-to-time, including those policies and procedures set forth in the School's current Employee Handbook, which may be amended from time to time at the sole discretion of the School.
5. Non-Competition During Employment. You agree that while you are working for the School, you will not render services in person or by electronic means, paid or otherwise, to any other entity, unless prior written approval is given by the CEO.
6. Compensation. Due to funding uncertainties generally, and more specifically associated with the School's required participation in the SB 740 funding process for non-seat-time charter schools, as well as the unpredictability of legislation affecting charter schools, the total amount of School funds available for employee compensation is often unknown to the School at the outset of any academic year. You will be paid a minimum rate of \$22.58 an hour for all regular hours worked, less applicable withholdings, for 238 days of work (see attached calendar), which amount may be adjusted upward, during or at the conclusion of the academic year, by the School's governing board in its sole discretion. For any overtime hours worked, you will be paid at the appropriate overtime rate in accordance with all applicable laws. You will also receive a stipend of \$75.00 a month (or \$37.50 per pay period) for travel and mileage (in lieu of mileage reimbursement). You will be paid twice a month on, or around, the 10th and 26th of each month. Human Resources will confirm your exact pay dates.
7. Benefits. As a part-time employee you will not generally be eligible for benefits, except for voluntary benefits, and those required by law such as paid sick time, as described in the School's Employee Handbook. For more information, please see the plan benefits.
8. Meal and Rest Periods. You shall be given a duty-free, uninterrupted unpaid meal period of at least thirty minutes for a work period of over 5 hours in a day and one rest break of 10

minutes for every 4 hours worked or major fraction thereof. Your supervisor will schedule the times for your meal and rest periods.

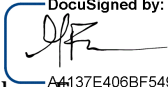
9. Timekeeping. You are required to record your time via our timekeeping system, in Paycom. You will be provided with specific instructions regarding this system. You will be responsible for reviewing, approving, and submitting your time to your supervisor. You must report any instance where you believe your time, or pay, is inaccurate to the payroll department.
10. Arbitration. It is a condition of your employment that you review the School's Arbitration Agreement (which you previously signed on June 3, 2022) which provides that any disputes between you and the School be submitted to binding arbitration. You should notify the School in writing of any complaints you have with respect to your employment so that any issues can immediately be addressed and rectified.
11. Confidentiality. Because of the nature of our work and the highly confidential information we provide to our employees, you will be required to execute a Confidentiality and Non-Disclosure Agreement (which you previously signed on June 3, 2022), which will remain in full force and effect after your employment.
12. Equal Employment Opportunity. The School is an equal opportunity employer. School policy prohibits discrimination, retaliation, or harassment based on practices, national origin, including language use and possession of a driver's license issued actual or perceived ancestry, race, color, religion, including religious dress and grooming practices, national origin, including language use and possession of a driver's license, citizenship, marital status, sex, pregnancy, childbirth, breastfeeding, or related medical conditions, gender, gender identity, gender expression, sexual orientation, age (40 and above), military or veteran status, physical or mental disability, including HIV and AIDS, medical condition, including cancer or a record or history of cancer, genetic characteristic or information, protected medical leaves (e.g., leave under the Family and Medical Leave Act or the California Family Rights Act), domestic violence victim status, political affiliation, and any other status protected by federal, state, or local laws. This commitment applies to all personnel decisions and to all persons involved in the operations of the School. In addition, you are expressly prohibited from discriminating against, retaliating against, or harassing any student of the School. You must treat all students and third parties working for or on behalf of the School respectfully and appropriately.
13. Prior Agreements. You affirm that you are not a party to any agreement(s) such as a non-competition agreement that would prohibit you from employment with us.
14. Organization Policies. If you accept this offer and begin employment, on your first day of employment, you will be given additional information about the School, including but not limited to its Employee Handbook and other policies and procedures
15. Entire Agreement. This Agreement and its Exhibit A, and accompanying attachments, when accepted by you, constitutes our entire agreement and supersedes all prior agreements and representations whether written or oral. This Agreement may be amended only by a writing signed by both yourself and the CEO of the School. To the extent this Agreement or its attachments conflict with our Employee Handbook or any other policy or procedure, this Agreement or its attachments, as the case may be, shall control.

On your first day of work you will be required to complete the INS form I-9. Please bring appropriate identification that shows your eligibility to work in the United States.

If these terms are acceptable to you, please sign one copy of this offer letter and return it at your earliest convenience. This offer will remain open for 5 days.

Once again, we are looking forward to you joining the Elite Academic Team, and personally growing with the School.

Sincerely,

DocuSigned by:  


Meghan Freeman, CEO

CEO/Designee Signature:

Date: 1/13/2023

AGREED TO AND



Employee Signat

Address: 110

Telephone: (7





**Onboarding Specialist/CTE (Career Technical Education) Pathway Teacher**  
*Job Description*

<b>Position Title:</b>	Onboarding Specialist/CTE Pathway Teacher
<b>Reports To:</b>	Admissions Coordinator/Chief Student Development Officer, and/or designees
<b>FLSA Status:</b>	Non-Exempt
<b>School Classification:</b>	Classified
<b>Pay Range:</b>	\$20-25 per hour, or salary equivalent (depending on experience)
<b>Work Schedule:</b>	239 Day Calendar
<b>Location:</b>	Remote/On-Site

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**Position Summary:**

*The Onboarding Specialist portion of this position is responsible for taking phone calls and answering general questions about the school and the program. The Onboarding Specialist works to onboard new families that are starting with Elite. This position would check in with families throughout the enrollment process and then after the student is enrolled to make sure the family has heard from their teacher and that all questions regarding the program have been answered. The Onboarding Specialist works to ensure student applications are complete and required attachments are submitted. The Onboarding Specialist works to keep the SIS updated with all student information, and supports the operations of student enrollment.*

*Additionally, the CTE Pathway Teacher portion of this position is responsible for overseeing CTE specific online courses. The CTE Pathway Teacher reviews and sets up their course according to guidelines provided, and their knowledge of the subject material. The CTE Pathway Teacher plans weekly live sessions with discussion topics and engaging material to support the courses. In addition, the CTE Pathway Teacher will ensure academic success of the students in their courses through consistent and clear communication, synchronous & asynchronous direct instruction sessions for student participation, holds office hours for small groups and/or 1-1 tutoring opportunities for Elite students. The CTE Pathway Teacher responds to students within 24 hours of receipt of a message, and communicates to Elite Educator (TOR) and program Director any concerns regarding the successful completion of a course.*

**Qualifications:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

- Two (2) years of related experience preferred.

- State and federal fingerprint clearance (LiveScan) to work with students (Ed. Code 44237). No prospective employee can report to work without this clearance being received and the Human Resources Manager notifying the immediate supervisor of this clearance.
- Proof of a clear TB Tine test dated within the last 60 days (Ed. Code 49406) upon employment and thereafter updated every four years.
- A valid, current, and appropriate California CTE credential.
- Highly qualified to authorize students' learning in the content area served.

### **ESSENTIAL FUNCTIONS and RESPONSIBILITIES:**

#### **Operations/Onboarding:**

- Answer general school phone calls and direct the questions to the appropriate departments.
- Be the first contact with families communicating via email and/or phone system .
- Explain the differences between the Schools' various academies.
- Support families in choosing the appropriate academy for their child.
- Explain to families the enrollment process.
- Follow up with families to help complete registration.
- Check each application in the online registration portal for uploaded documents.
- Contacts parents for missing or incomplete documents, vaccine records, or waivers. Continue to follow up daily until docs have been received.
- Notifies families of their acceptance into the school.
- Documents acceptance status and notifies the teacher, and administration accordingly.
- Uploads Global Notes for each student (medical record, vaccines, IEP/504, HSTs).
- Supports contacting families to verify whether or not students will return each Fall.
- Checks for new student applications/documents daily.
- Follow up with parents/students on missing documents until documents are received or the application is withdrawn.
- Initiates communication with enrolled students and keeps notes accordingly.
- Ensures that student assignments are accurately recorded.
- Following up with new students to ensure a successful transition into the program.
- Matches student start date with placement on the teacher's roster.
- Assist with immunization collection and recording.
- Assist with Cumulative Records Request.
- Assist with student file organization.
- Assists with collection and maintenance of HDC forms.
- Assists with collection and recording of re-enrollment forms.
- Assist with collection and maintenance of report cards and transcripts.
- Assist with internal compliance auditing.
- Supports the Operations Department as needed.

#### **CTE (Career Technical Education):**

- Initial setup and preparation of their courses, including due dates, syllabus, grading scale, and content review.
- Provide students with syllabus, pacing guide with due dates for assignments, and assessments.

*Onboarding Specialist/CTE Pathway Teacher Job Description  
Board Approved 09/02/2021*

- Provide students with standards.
- Issue midterm progress report.
- Offer office hours and Tutoring opportunities for students.
- Review completed coursework and work with the Teacher of Record to determine final grades.
- Update course as necessary.
- Hold Live Sessions for each CTE course.
- Add/write supplemental curriculum

**Personalized Courses:**

- Provide parents/students with standards.
- Review the course outline and ensure the standards are covered and that there is adequate rigor.
- Provide students and parents with feedback as necessary.
- Create a pacing guide for the year for the parent and student to utilize. This pacing guide will include due dates for assignments.
- Chief Student Development Officer gives final approval on personalized course.

**Other Duties:**

- Document and report to the school's management all formal disciplinary actions involving students; supporting management with addressing and resolving complaints from students and parents in a timely manner; and ensuring compliance with the provisions of California Penal Code Section 11166 (Child Abuse and Neglect Reporting Act).
- Perform other duties as assigned

**Use of Computer Technology:**

To perform this job successfully, an individual should have general knowledge of database software, how to use the internet to find information and complete tasks, email usage, order processing systems, spreadsheet software, and word processing software. The employee is expected to acquire and maintain a working computer with an internet connection and a printer.

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Hearing and speaking to exchange information
- Dexterity of hands and fingers to demonstrate activities
- Operates a computer and other office productivity machinery
- Seeing to read a variety of materials
- Bending at the waist, kneeling or crouching
- Sitting or standing for extended periods of time
- Lifting objects up to 50 pounds
- Close vision and ability to adjust focus

**Work Environment:**

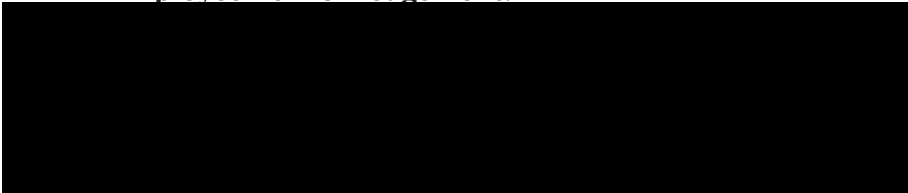


The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Noise level is generally moderate
- Meetings conducted in an office setting
- Indoor varying in temperature

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**Employee Acknowledgement:**



6/3/2022

\_\_\_\_\_  
Date



**MUTUAL AGREEMENT TO ARBITRATE DISPUTES**

The parties to this Mutual Agreement to Arbitrate Disputes (“Agreement”) wish to resolve, fairly and quickly, any and all disputes which may arise between them and agree as follows:

- A. Agreement to Arbitrate. Any controversy, dispute or claim (“Claim”) whatsoever between Rebecca Smith (“Employee”) on the one hand, and Elite Academic Academy Mountain Empire (“the Company”), or any of its current and former directors, officers, shareholders, employees, agents, representatives, or related entities (collectively “Company Parties”), on the other hand, (collectively, the “Parties”) shall be resolved by the Parties by final and binding arbitration at the request of either Party.
- B. Claims Covered. This Agreement broadly covers *any and all claims* that have existed, currently exist, and/or may arise between the Parties including, but not limited to, claims for: (a) misclassification, wages (regular or overtime), meal period and/or rest break premiums, wage statement penalties, waiting time penalties, paid time off/vacation, business expenses, benefits and/or other compensation; (b) breach of contract (oral, implied, express or written); (c) wrongful termination and/or retaliation; (d) unfair competition and/or misappropriation of trade secrets; (e) discrimination, harassment, and/or retaliation on the basis of a characteristic protected by law; and (f) any other claims arising out of or related to the employment relationship (including application for employment) or termination of the employment relationship or for violation of any federal, state, or other government law, statute, regulation, or ordinance including, without limitation, the California Labor Code, the Industrial Welfare Commission Wage Orders, the California Business and Professions Code, the Fair Labor Standards Act, California’s Fair Employment and Housing Act, Title VII of the Civil Rights Act of 1964, the Americans with Disabilities Act, the Age Discrimination in Employment Act, and the United States and California Constitutions (collectively, “Covered Claims”).
- C. Excluded Claims. Notwithstanding the above broad scope of Covered Claims, this Agreement does not cover any claims to the extent such claims are non-arbitrable pursuant to applicable law (which are not preempted by the FAA).
- D. Class and Collective Action Waiver. **Covered Claims shall be arbitrated on an individual basis only. No Covered Claim shall be (a) heard or arbitrated on a class or collective action basis on behalf of other persons alleged to be similarly situated, or (b) joined, consolidated, or otherwise combined with the claims of other persons in one proceeding. Each Party waives the right to bring, maintain, participate in, or receive money from, any class or collective proceeding, whether in arbitration or otherwise.**
- E. Notice of Claim. A demand for arbitration must be in writing by certified or registered mail, return receipt requested and obtained, or by service as authorized for the commencement of a civil action and made within the applicable statute of limitations period. The notice must describe the nature of the controversy and the remedy sought. In the event that there is a dispute as to whether the Parties agreed to arbitrate a claim or an issue, the court shall have the exclusive authority to determine arbitrability.
- F. Rules of Arbitration. Arbitration under this Agreement will be conducted in accordance with the then current

Employment Arbitration Rules and Mediation Procedures of the American Arbitration Association (“AAA Rules”) or in accordance with the rules of another similar organization agreed to by the Parties. A current copy of the AAA Rules is available at [www.adr.org](http://www.adr.org) and from Elite Academic Academy’s Human Resources Department upon request.

- G. Place of Arbitration. Arbitration shall take place before a neutral arbitrator within 45 miles of where Employee is or was last employed by the Company.
- H. Discovery. The Parties shall be entitled to conduct reasonable discovery, including, without limitation, conducting depositions of and requesting documents from each other and third parties. The arbitrator shall have the authority to resolve discovery disputes, modify procedures to ensure they are affordable and accessible, and order prehearing third-party discovery.
- I. Arbitration Decision. The arbitrator shall prepare in writing and timely provide to the Parties a decision and award which includes factual findings and the reasons upon which the decision is based. The arbitrator may make any award available under law, including monetary damages, injunctive relief, and attorneys’ fees. The decision of the arbitrator shall be binding and conclusive on the Parties, except as otherwise required by law. Judgment upon the award rendered by the arbitrator may be entered in any court having proper jurisdiction.
- J. Arbitration Fees and Costs. Company shall be entirely responsible for the arbitrator’s fees. Each Party shall pay his/her/its own costs and attorneys’ fees, if any, except that the arbitrator shall award attorneys’ fees and costs in accordance with applicable law.
- K. Governing Law. Any enforcement of this arbitration provision shall be governed by the Federal Arbitration Act (the “FAA”), and any procedural issues related to this arbitration provision shall be governed by California law, unless California law conflicts with the FAA in which case the FAA shall govern.
- L. Employee Right to Review and Consult Counsel. Employee has the right to review this agreement with their counsel if needed, and if Employee has any questions about this Agreement, Employee should contact Elite Academic Academy’s Human Resources Department.
- M. Sole and Entire Agreement. This Agreement constitutes the entire agreement between the Parties with respect to the matters referenced herein and can be modified only in a writing signed by both Parties, stating the intent to revoke or modify this Agreement. If any provision in this Agreement is determined to be unenforceable, then the remaining provisions shall remain in full effect.

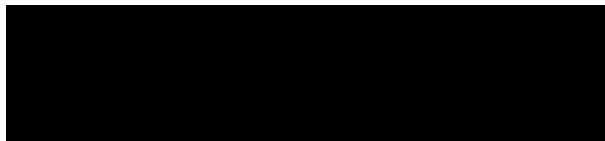
**By signing below, each party knowingly waives the right to class and collective procedures/actions and the right to trial by jury or judge for any covered claim. Each party retains all other rights, including the right to counsel, to call and cross-examine witnesses, to reasonable discovery, and to have claims addressed by an impartial factfinder.**

**Each party acknowledges that it or s/he are hereby advised to seek legal advice as to their rights and responsibilities under this agreement.**

**THIS AGREEMENT IS VOLUNTARY AND EMPLOYEE WILL NOT BE FIRED OR, IN THE CASE OF A NEW HIRE, BE DENIED A JOB, FOR DECLINING TO SIGN THIS AGREEMENT.**

COMPANY:

DocuSigned by:  

By:

\_\_\_\_\_  
Its: Chief Executive Officer

6/3/2022

DATED: \_\_\_\_\_

DATED: 6/3/2022 \_\_\_\_\_



CONFIDENTIALITY AND NON-DISCLOSURE AGREEMENT

The Parties to this Confidentiality and Non-Solicitation Agreement ("Agreement") are Elite Academic Academy-Mountain Empire(the "School") and Rebecca Smith ("Employee") (collectively referred to herein as the "Parties").

1. Employee Access to Confidential Information. The School and Employee acknowledge that the business of the School and the nature of Employee's work will require Employee to have access to Confidential Information (as such term is defined below) of the School and/or its families, which, if disclosed in an unauthorized manner, could be highly prejudicial to the School and/or its families.

2. Value of School Business, Families, and Confidential Information. The School has created, developed, and obtained Confidential Information (as such term is defined below). Additionally, the School has entered into agreements with third parties whereby these third parties produce confidential, proprietary, and/or trade secret information for the School. Such information has independent actual or potential economic value from not being generally known to the public or to other persons who can obtain economic value from its disclosure or use and is not readily available through any source other than the School. Maintenance of confidentiality regarding such information and special knowledge is essential to preserving the competitive position and value of the School. Further, the specialized services provided by the School to its families are such that potential families might not be aware of the availability of such services from the School. Consequently, the School has gone to considerable time, expense, and effort in seeking out potential families, explaining to these potential families the unique value of the School's services, and developing family relationships. This specialized business requires the School to develop confidential relationships with its families, whereby the School and each family work together closely to develop customized services for each family. Therefore, information concerning both the nature and the fact of the School's relationships has independent actual or potential economic value from not being generally known to the public or to other persons who can obtain economic value from its disclosure or use. The confidentiality of the School's families is essential to the continued economic viability of the School and is subject to continuous, vigorous efforts by the School to maintain secrecy.

3. Confidential Information Defined. "**Confidential Information**" of the School includes, but is not limited to, proprietary and/or trade secret information, intellectual property, ideas innovations, organization financial documents and transactions, student and family information and records, confidential financial data or other non-public proprietary organization information,

confidential information regarding business partners, vendors, or families and students, business methods, devices, processes, compilation of information, computer software developed by or for the School records, methods of data processing, surveys, designs, questionnaires, reports, industry norms, models, forecasts, formulae, equations, studies or data developed in connection with any project or activity of the School, and School financial information.

A. Exclusions. Confidential Information shall not include: (a) information now and hereafter voluntarily disseminated by the School to the public or which otherwise becomes part of the public domain through lawful means; (b) information already known to Employee as documented by written records which predate Employee's employment with the School; and (c) information independently developed by Employee after termination of Employee's employment.

4. Value of the School's Workforce. The Parties further acknowledge and agree that the School needs to maintain a stable workforce in order to remain in business. Thus, the School is entitled to protect its legitimate business interest in preventing persons from disrupting, damaging, impairing, or interfering with its business by soliciting its employees for employment with another company.

5. Employee's Obligations as to Confidential Information. Therefore, as a condition of employment, Employee agrees to maintain the secrecy of the School's Confidential Information and to not engage in unfair competition with the School as follows:

A. No Disclosure. Employee will not use, disclose, or disseminate in any manner whatsoever any Confidential Information, either directly or indirectly, either during employment with the School or following termination of employment, except as required in the course of employment with the School, or as expressly authorized in writing by an officer or manager of the School.

B. No Reproduction or Removal. Employee will not reproduce in any manner, or remove from the School or Employee's work location, any Confidential Information, whether or not recorded in writing, by sound or visual means, on computer or computer disk or by any other means, either during employment with the School or following termination of employment, except as required in the course of employment with the School, or expressly authorized in writing by an officer of the School.

C. Duty to Prevent Disclosure. Employee will take all precautions reasonably necessary to prevent the unauthorized use, disclosure, or dissemination of Confidential Information either during employment with the School or following termination of employment with the School.

D. Required Disclosure. Notwithstanding Sections A, B and C above, in the event that Employee is requested or required (by oral questions, interrogatories, requests for information or documents, subpoena, civil investigative demand or other similar process in legal proceedings) to disclose any of the Confidential Information, Employee shall provide the School with prompt written notice of any such request

or requirement so that the School may seek a protective order or other appropriate remedy, or waive compliance with the provisions of this Agreement. If, in the absence of a protective order or other remedy or the receipt of a waiver by the School, Employee is nonetheless legally compelled to disclose Confidential Information to any tribunal or else stand liable for contempt or suffer other censure or penalty, Employee may, without liability hereunder, disclose to such tribunal only that portion of the Confidential Information that is legally required to be disclosed, provided that Employee exercises his or her best efforts to preserve the confidentiality of the Confidential Information, including, without limitation, by cooperating with the School to obtain an appropriate protective order or other reliable assurance that confidential treatment will be accorded the Confidential Information by such tribunal.

- E. Ownership of Materials; Return of Materials Upon Termination of Employment. All Confidential Information and/or other ideas, concepts, know-how, techniques, processes, methods, inventions, discoveries, developments, innovations, and improvements, that are reasonably related to the business of the School, involve the School's research or development (whether actual or demonstrably anticipated), or are produced by Employee during the period of employment with the School belongs to the School and not Employee. Upon termination of Employee's employment with the School for any reason whatsoever, Employee will immediately turn over to the School all Confidential Information. Additionally, Employee will return all other School property or equipment, including but not limited to keys, entry devices, documents, computer software, and/or other materials related to the business, professional or personal affairs of the School or any of the School's families. Further, Employee will not retain any copies of any of the above materials in hardcopy, electronic or other form.
- F. Prohibition on Use of Trade Secret Information. Employee agrees that during Employee's employment with the School and following termination of Employee's employment with the School, for any reason whatsoever, Employee shall not use the School's trade secret information, including without limitation, (1) to contact or solicit any families or prospective families of the School whom Employee served or whose names became known to Employee while in the employ of the School either on the Employee's behalf or on behalf of any other party engaged in a business which is competitive with the School or (2) to solicit the employment of any School employee, whether or not the solicited employee would commit any breach of his or her own employment terms by leaving the service of the School.
- G. No Competition During Employment. Employee agrees that during employment with the School, Employee will not engage in any other employment or activity that might interfere with or be in competition with the interests of the School.
- H. Student Information. Employee agrees not to use, disclose, or disseminate in any manner whatsoever, for compensation or otherwise, any information, actions, events, behavior, or other conduct that Employee observes or hears from the



School's students or their families, either directly or indirectly, either during employment with the School or following termination of employment. Employee further agrees to take all precautions reasonably necessary to prevent the unauthorized use, disclosure, or dissemination of the School's students' information, actions, events, behavior, or other conduct, either during employment with the School or following termination of employment with the School.

6. Trade Secrets. The Parties further recognize and acknowledge that neither the above provisions nor the School's exercise of any rights thereunder shall limit the rights of the School under applicable statutes and common law rules regarding trade secrets, including without limitation, the Uniform Trade Secrets Act (Cal. Civ. Code Section 3426 et seq.) or limit the rights of the School to seek damages relief. In particular, and without limitation of the foregoing, the School reserves its rights under California Civil Code Section 3426.3 to seek total damages in an amount two times that of actual damages suffered as a result of misappropriation of its Confidential Information.

7. School's Entitlement to Compensation Received by Employee for Use or Disclosure of Confidential Information. Employee further expressly agrees that, without limiting any other right or remedies the School may have, the School shall be entitled to recover any and all monies or other benefits whatsoever received by Employee or on Employee's behalf or by any other person or entity from any and all sources in connection with any use or dissemination by Employee, or Employee's agents, of any Confidential Information and that any such monies or other benefits so received shall be held in trust by the recipient for immediate payment over to the School.

8. Severability. In the event a court of competent jurisdiction finds any provision of this Agreement to be invalid or otherwise unenforceable, the remaining portions of this Agreement will retain their full force and effect.

9. Entire and Sole Agreement. The Parties agree that this Agreement contains their entire agreement and supersedes all other agreements and understandings, whether written or oral, covering the subject matter hereof. The Parties warrant that there were no representations, agreements, arrangements or understandings, whether written or oral, between them relating to the subject matter contained in this Agreement which are not fully expressed herein. No modification, amendment or waiver of any of the provisions contained in this Agreement, or any future representations, promise, or condition in connection with the subject matter of this Agreement, shall be binding upon any party to this Agreement unless made in writing and signed by such party or by a duly authorized officer, partner, or agent of such party.

10. Governing Law. The Parties agree that the laws of the State of California shall govern the interpretation and enforcement of this Agreement, without giving effect to that State's choice of law rules.

11. Independent Review and Advice. By signing his/her name below, Employee expressly acknowledges that he/she has read this Agreement, has had the opportunity to ask School representatives questions about it, has had the opportunity to consult with an attorney of his/her choice (at his/her own expense) before signing it, and understands the contents of this Agreement.

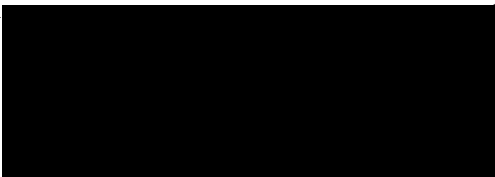
Employee further agrees that signing this Agreement is a condition of his/her employment with the School and payment therefore, which he/she understood before accepting employment with the School.

12. Costs and Attorneys Fees. In the event of any dispute, controversy, or other proceedings (including litigation or arbitration) arising out of or related to this Agreement, the prevailing party shall be entitled to reimbursement of all of its costs, including attorney and expert witnesses' fees and costs.

13. Successors and Assigns. All covenants, representations, warranties and agreements of the Parties contained herein shall be binding upon and inure to the benefit of their respective successors and permitted assigns.

14. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all \_\_\_\_\_ and the same instrument.

6/3/2022  
Date: \_\_\_\_\_



NAME

6/3/2022  
Date: \_\_\_\_\_

DocuSigned by:  
  
By: \_\_\_\_\_  
A4137E406BF5494...  
Its: Chief Executive Officer

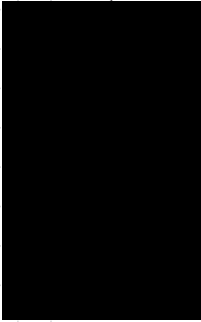


## EAA 2022/2023 Staffing Calendar - 238 (12 month Classified) Employee

JULY							AUGUST							SEPTEMBER							OCTOBER							Important Dates																														
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S																								
3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9	10	11	12	13	4	5	6	7	8	9	10	11	12	13	14	15	7/1																										
10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Contract Start Date Independence Day Holiday Labor Day Holiday Veteran's Day Holiday Thanksgiving Break Winter Break																							
NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	Key																																																		
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	Contract Start and End Dates Paid Holidays (FT) Paid Flex (Non-school/contract) Days (FT only) Professional Development Days									
1	2	3	4	5	6	7	1	2	3	4	5	6	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	2/17 - 2/20 3/13 - 3/17 5/29 6/30
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28	29	30	31	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	1	2	3	4	5	6	7	8	9	10	11	MLK Day Holiday Presidents' Day Weekend Spring Break Memorial Day Contract End Date						
5	6	7	8	9	10	11	2	3	4	5	6	7	7	8	9	10	11	12	13	14	15	16	17	18	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30												
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		30																									



Board Approved March 03, 2022



/3/2022

# Elite Academic Academy 2022/2023 Staffing Calendar - Payroll

JULY				AUGUST				SEPTEMBER				OCTOBER				Important Dates																										
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S																						
			1	2			1	2	3	4	5	6			1	2	3	1			7/4	Independence Day Holiday																				
3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8	9/5	Labor Day Holiday													
10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17	3	4	10	11	12	13	14	15	11/11	Veteran's Day Holiday												
17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24	4	16	17	18	19	20	21	22	11/21 - 11/25	Thanksgiving Break												
24	25	26	27	28	29	30	28	29	30	31			25	26	27	28	29	30		23	24	25	26	27	28	29		12/19 - 1/6	Winter Break													
						31													30	31								1/16	MLK Day Holiday													
NOVEMBER				DECEMBER				JANUARY				FEBRUARY				Important Dates																										
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S																						
			1	2	3	4	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4					2/17 - 2/20	Presidents' Day Weekend												
6	7	8	9	10	11	12	4	5	6	7	8	9	10	11	8	9	10	11	12	13	14	16	5	6	7	8	9	10	11	3/13 - 3/17	Spring Break											
13	14	15	16	17	18	19	11	12	13	14	15	16	17	18	15	16	17	18	19	20	21	17	12	13	14	15	16	17	18	5/29	Memorial Day Holiday											
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28	1	19	20	21	22	23	24	25														
27	28	29	30				25	26	27	28	29	30	31	29	30	31				26	27	28																				
MARCH				APRIL				MAY				JUNE				Key																										
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S								
			1	2	3	4	1	2	3	4	5	6	7	1	2	3	4	5	6	14	1	2	3	4	5	6	7	1	2	3	4	5	6	7	8	9	10					Semi-Monthly Payroll
5	6	7	8	9	10	11	2	3	4	5	6	7	8	9	7	8	9	10	11	12	13	15	4	5	6	7	8	9	10	11	12	13	14	15	16	17	Monthly/Semi-Monthly Payroll					
12	13	14	15	16	17	18	9	10	11	12	13	14	15	16	14	15	16	17	18	19	20	16	11	12	13	14	15	16	17	18	19	20	21	22	23	24	Holidays					
19	20	21	22	23	24	25	16	17	18	19	20	21	22	23	21	22	23	24	25	26	27	17	18	19	20	21	22	23	24	25	26	27	28	29	30							
26	27	28	29	30	31		23	24	25	26	27	28	29	30	29	30	31				25	26	27	28	29	30																



Board Approved March 03, 2022

6/3/2022

# 2023 Career Technical Education Incentive Grant (CTEIG) Annual Expenditure Report

California Department of Education - December 2022

## Spending Amounts

Reviewed By:
<b>CDE Use Only</b>

Instructions: Complete Table A below to populate Table B. Include ALL expenditures and matching funds for ALL rounds of funding.

Do NOT report on an accrual basis. The expenditures reported for each grant year in Table A must NOT exceed the allocations received for each grant year in Table B.

Example: If your allocation for a grant year was \$1,000,000 (entered in Table B), you must report how much of the \$1,000,000 allocation

has been spent in the corresponding CTEIG expenditure column (Table A). Enter CTEIG Allocation amounts only in Table B.

<b>LEA Name:</b> Elite Academic Academy Mountain Empire		<b>CDS Code:</b> 37 68213 0136978					
<b>Table A</b>		<b>Final Report</b>					
Object Code	Object Code Title	2020-21 (1:2) All CTEIG Expenditures	2020-21 (1:2) LEA Match (Actual)	2021-22 (1:2) All CTEIG Expenditures	2021-22 (1:2) LEA Match (Actual)	Total CTEIG Expenditures	Total LEA Match (Actual)
1000	Certified Personnel Salaries	\$305,819.31	\$203,879.53	\$134,938.47	\$89,958.98	\$440,757.78	\$293,838.51
2000	Classified Personnel Salaries	\$45,117.15	\$30,078.10	\$47,331.15	\$31,554.10	\$92,448.30	\$61,632.20
3000	Employee Benefits	\$85,550.42	\$57,033.62	\$41,991.16	\$27,994.11	\$127,541.58	\$85,027.73
4000	Books and Supplies	\$78,214.20	\$52,142.80	\$1,805.33	\$1,203.55	\$80,019.53	\$53,346.35
5000	Services and Other Operating	\$24,929.92	\$16,619.95	\$43,747.89	\$29,165.26	\$68,677.81	\$45,785.21
6000	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7000	Indirect Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<b>Totals</b>	<b>\$539,631.00</b>	<b>\$359,754.00</b>	<b>\$269,814.00</b>	<b>\$179,876.00</b>	\$809,445.00	\$539,630.00

<b>Table B</b>	Funding Round Year	Match Ratio	Total CTEIG Allocation	Allocation Minus 10% Withheld Until Final Report Received	Total CTEIG Expenditures	CTEIG Balance to Spend	LEA Minimum Match	Total LEA Match (Actual)
<b>Final Report</b>	<b>2020-21</b>	<b>1:2</b>	\$179,877.00	\$0.00	\$539,631.00	(\$359,754.00)	\$359,754.00	\$359,754.00

	<b>2021-22</b>	<b>1:2</b>	\$89,938.00	\$80,944.20	\$269,814.00	(\$179,876.00)	\$179,876.00	\$179,876.00
	<b>Totals</b>		<b>\$269,815.00</b>		<b>\$809,445.00</b>	<b>(\$539,630.00)</b>	<b>\$539,630.00</b>	<b>\$539,630.00</b>

\* if negative number, match wasn't met

[CDE USE - Enter  
Reviewer Name]


<b>LEA Matching Funds Status*</b>
\$0.00

\$0.00
<b>\$0.00</b>

## 2023 Career Technical Education Incentive Grant (CTEIG)

California Department of Education - December 2022

### Spending Narrative Example

**Instructions:** Give a narrative description of the spending of your

When describing expenditures of your match include resources (r

<b>Object Code - Title</b>	<b>2020-21 CTEIG Expenditures Narrative FINAL REPORT</b>
1000 - Certificated Salaries	Teacher stipends to obtain teacher credentials, course outlines updates, summer CTE workshops to develop/improve pathways, CTSO Advisor stipends.
2000 - Classified Salaries	Half-time fiscal clerk.
3000 - Employee Benefits	Benefits for above salaries for special projects, rate = 20% of salary.
4000 - Books and Supplies	Upgraded computers and equipment for all ICT, AME Engineering courses. Upgraded equipment in Auto program. Purchased products for Agriculture, Hospitality, AME, ICT, and Energy pathways.
5000 - Services and Other Operating Expenses	Professional Development Conference – CATA, ACTE, Educating for Careers, CTSO Students to State/National CTSO conferences – must include copy of approved waiver for 2017-18 for out of state travel.
6000 - Capital Outlay	Capital Equipment for Manufacturing, AME, Auto, Construction. Site improvements for Auto shop, Culinary classroom.
7000 - Indirect Costs	Indirect charged at state approved rate of xx% (This will differ with each district).

### Spend-down Summary

**Instructions:** Detail plans to spend remaining 10% of CTEIG award for the remaining 10% that includes timelines, proposed purchases, and pr



# TEIG) Annual Expenditure Report

funds.

non-CTEIG sources of funds).

## 2020-21 Matching Funds Narrative FINAL REPORT

36 CTE Teacher Salaries - LCAP

CTE dedicated Career Center Technicians- LCAP

Benefits for CTE Teachers - LCAP

Beefed up wireless routers and servers in CTE rooms. Bigger, cooler printers. Photo-quality paper, and lots of it. Seed-money for student-run businesses (profits go back into the CTE program). - Perkins, CPA, Ag Incentive, LCAP.

Included admin & counselors not directly supervising CTE in CTE conferences. Hired a consultant to organize curriculum re-write & new course outlines & help CTE teachers w/ aligning academic standards. Perkins, CPA, AG Incentive, LCAP.

None

None

2020-21. Demonstrate a clear plan for spending down professional development activities.
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## 2023 Career Technical Education Incentive Grant (CTEIG)

California Department of Education - December 2022

### Spending Narrative - FY 2020–21

Object Code - Title	2020–21 CTEIG Expenditures Narrative FINAL REPORT
1000 - Certificated Salaries	CTE Part-time counselor salary, CTE Curriculum course outline and course development teacher stipends, TOSA Salary
2000 - Classified Salaries	Administrative assistants for CTE Salary & part-time CTE Tech support salary
3000 - Employee Benefits	Benefits for Administrative Assistant & Part-time tech support
4000 - Books and Supplies	Purchasing of curriculum for Hospitality and Tourism Pathway, Instructional supplies for Arts and Media CTE Pathway, Hospitality and Tourism Pathway and Marketing pathway to maintain industry standards. Work based learning activities and out of school-day learning opportunities.
5000 - Services and Other Operating Expenses	Industry software licences for students in Marketing pathway, Community partner CTE learning/industry learning experiences
6000 - Capital Outlay	None
7000 - Indirect Costs	None

## Spend-down Summary

**Instructions:** Detail plans to spend remaining 10% of CTEIG award for 2020-21  
the remaining 10% that includes timelines, proposed purchases, and professional development.

Plans to spend the remaining amount of the 20-21 CTEIG funds would be used for the development of 4 semester courses with CTE and academic aligned focus on Patient Care (Patient Care) by paying a CTE Sport Medicine consultant to create a sequence of 4 semester courses with CTE and academic aligned focus on Patient Care developed and implemented within our school to provide students with the opportunity to earn college credit at a community college, a certificated program or a four-year university. The courses will be submitted for A-G submission. Supplies to support the hands-on learning and activities for student use (online labs experiences and training supplies). The courses will be ready for hybrid learning and instruction. The first two semester courses will be ready for student learning and consultant payment by July for summer learning and September for Fall Semester.

### G) Annual Expenditure Report

**2020–21 Matching Funds Narrative  
FINAL REPORT  
(include funding source)**

CTE Teacher Salaries, CTE Director Salary, (LCFF)  
(LCAP)

Consultant for CTE Pathway development part-time  
(LCFF) (LCAP)

Benefits for CTE Teachers, CTE Counselor and CTE  
Directors (LCFF) (LCAP)

Chromebooks for student curriculum and instruction  
access with wifi access, technology upgrades for  
curriculum and program access, shipping from Mimeo  
for curriculum access. Arts and Media CTE Pathway,  
Hospitality and Tourism Pathway and Marketing  
pathway curriculum programs and certificate programs.  
(LCFF) (LCAP)

Computer access for students with Technology, Canvas  
Online Platform to access curriculum, field trip  
experiences for students (LCFF) (LCAP)

None

None

20-21. Demonstrate a clear plan for spending down
professional development activities.
to finish developing our Sports Medicine Pathway sequence of courses that completes an entire pathway. The curriculum as well as industry aligned relevant curriculum will be an opportunity to feed into a medical program at the curriculum will be submitted through the UC Doorways for for the Sports Medicine pathway will also be purchased materials will be placed in Canvas as well as printed materials ready for Summer learning by July 1, 2022 and the last September 2022. Materials will be sent to students for

## 2023 Career Technical Education Incentive Grant (CTEIG)

California Department of Education - December 2022

### Spending Narrative - FY 2021-22

Object Code	2021-22 CTEIG Expenditures Narrative
1000 - Certificated Salaries	Teacher stipends to create custom CTE Curriculum to complete pathway programs and articulate curriculum with Community Colleges. Teacher stipends to create Career Exploration course for middle school and high school 9th grade students to support pathway recruitment. Extra Service Hours for CTE Teachers for in-person field trips and hands on experiences for student learning.
2000 - Classified Salaries	CTE Sports Medicine Industry expert IC for writing Sport Medicine Curriculum
3000 - Employee Benefits	Benefits for 50% CTE counselor and Administrative Assistant for CTE
4000 - Books and Supplies	Purchased books and supplies for the Recreation pathway. Purchase of Chromebooks and software (Stukent) for Marketing pathways students. Software for Career Exploration course.
5000 - Services and Other Operating Expenses	Internship and learning experiences with Community Partners, CTE Conference registration costs, Professional Development conferences for Career Education.
6000 - Capital Outlay	None
7000 - Indirect Costs	None

### Spend-down Summary - FY 2021-22

**Instructions:** Detail plans to spend remaining 2021-22 CTEIG funds (no  
Demonstrate a clear plan for spending down remaining grant dollars such as  
and professional development activities.

All funds have been spent.



<b>EIG) Annual Expenditure Report</b>	
Page 4 of 4	
<b>2021-22 Matching Funds Narrative</b>	
Marketing Teacher, Education Pathway teacher, Performing Arts Teacher, Recreation Teacher Salaries-LCFF (LCAP) funding source, Counselor Salary-LCFF (LCAP) Funding Source CTE Director Salary-LCFF (LCAP)	
Administrative Assistant for CTE Department-Salary - (LCAP) LCFF	
Benefits for CTE Teachers.- (LCAP) LCFF	
Mimeo printing/shipping for Curriculum. High Quality paper for Digital Design/Marketing pathway. Instructional Supplies for all CTE Pathways, Instructional supplies for Sports Med. Pathway, Performing Arts Pathway equipment, Recreation Pathway supplies for design thinking projects, Marketing Pathway, Education Pathway and Construction Pathway. Certificate options for students to obtain and train for industry certificates. Stipends for CTE teachers to re-write courses after Advisory board meetings and align with latest industry	
CTE Travel Expenses for conferences, Travel expenses for Field trips and hand-on experiences for learning. LCFF (LCAP)	
None	
None	

pt included in the spending narrative above) prior to 12/31/23.

ch as timelines, proposed purchases,


## Local Educational Agency (LEA) Information

Grant Title: Career Technical Education Incentive Grant (CTEIG)

LEA Name:   
(Do Not Abbreviate)

CDS Code Number:

CTEIG Coordinator Name:

CTEIG Coordinator Email:

Funding Terms:	7/1/2020-12/31/2022 7/1/2021-12/31/2023
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Due Date: **1/31/2023**

### CERTIFICATION

I certify that the expenditures reported on the CTEIG Expenditure Report have been made, that all obligations have been liquidated, and that this grant has been conducted in accordance with applicable laws and regulations. The approved application for this grant, including any approved amendments, and full records of receipts and expenditures have been maintained and are available for audit.

Printed Name and Title of  
Superintendent or Designee:

Email Address of  
Superintendent or Designee:

Signature of  
Superintendent or Designee:  Date:

Failure to submit your completed Annual Expenditure Report and Signature Page will result in the LEA being ineligible for the next round of CTEIG funding.

To upload your completed Signature Page (PDF) and Annual Expenditure Report (XLSX) refer to the exFiles Upload Procedures in the CTEIG expenditure report webinar.

**GUEST ROOM LETTER OF AGREEMENT****GROUP ARRIVAL DATE:** January 29, 2023 **GROUP DEPARTURE DATE:** February 03, 2023

Group Name: Elite Academic Academy  
 Name of Event: Elite Academic Academy Professional Development 2023  
 Contact: Gena Altamirano  
 Address: 43414 Business Park Drive  
 City: Temecula State: California  
 Zip: 92590  
 Telephone#: 951-528-4247  
 E-mail: galtamirano@eliteacademic.com

**ROOM COMMITMENT:****GROUP DATES:** January 29, 2023 - February 03, 2023

Group Dates		Sun 01/29/2023		Mon 01/30/2023		Tue 01/31/2023		Wed 02/01/2023	
Room Types	Occupancy	Rooms	Rate	Rooms	Rate	Rooms	Rate	Rooms	Rate
Deluxe	Single/Double	01	\$209.00	01	\$209.00	201	\$209.00	119	\$209.00
Junior Suite	Single/Double	71	\$209.00	71	\$209.00	71	\$209.00	71	\$209.00
		<b>Thu 02/02/2023</b>							
	Occupancy	Rooms	Rate						
Deluxe	Single/Double	109	\$209.00						
Junior Suite	Single/Double	71	\$209.00						

**Total Room Nights Contracted: 295**

All room rates are subject to occupancy tax, currently at 13% per night and the CA Tourism Assessment Fee of 0.195% of the total room revenue. Rates are quoted single or double occupancy, each additional guest is \$25.00 per night, plus tax.

**CUT-OFF DATE:**

The cut-off date for your group will be **Friday, December 30, 2022**. Rooms not reserved by this date will be immediately released for general sale. The Hotel will continue to accept your attendees' reservations after this date based on space available basis, subject to availability, at the current available rate(s). Check-in time is 4:00pm. Room assignment prior to check-in time is subject to availability. Check-out time is 11:00am.

**DEPOSIT:**

Deposit fees are non-refundable and non-transferable. The first deposit of **\$5,500.00** is due in full upon receipt of the signed Catering Confirmation Agreement. Lack of payment of the initial deposit, any subsequent deposits or the final payment may result in the cancellation of your event.

**ROOM RESERVATIONS:**

Room reservations are to be made by each individual guest attending your event by **Friday, December 30, 2022**. Each attendee should contact the Hotel's Room Reservations Department at 800-843-7755 or 951-784-0300, extension 850. Attendees must reference the **Elite Academic Academy Professional Development 2023** when making their reservation(s).

The Hotel will require a major credit card or check for one night's deposit stay to guarantee each reservation. The first night's deposit will be applied to each reservation. The advance deposit check must be received a minimum of thirty (30) business days prior to arrival. Individual reservations must be cancelled a minimum of forty-eight (48) hours in advance to avoid cancellation charges equal to one night's stay. Group is financially responsible for achieving the contracted amount of room nights regardless of individual cancellations referenced above.

Patron Initials:



Please note that the Patron's contracted group rate may not be available for dates outside the contracted room block. For pre and post night reservations, please contact the Hotel's Room Reservations Department at 800-843-7755 and reference the group name of **Elite Academic Academy Professional Development 2023**. Pre and post night reservations are subject to availability at the prevailing rates.

**BILLING PROCEDURES:**

The Hotel will require a credit card from each guest that checks in. All guests will be required to provide a credit card to be placed on their reservation at check in. The credit card will then be authorized for \$75 per day. If a guest chooses to pay cash at check in for room, tax and parking if applicable they will be required to leave a credit card for incidentals. At check out if the guest has no additional charges the \$75 per day authorization will be released.

The exception to the requirement of a credit card will be for a guest that has all their charges taken care of by the group (Master Bill All Charges), company (Direct Bill All Charges) or a credit card authorization form has been received indicating All Charges to be paid.

**Individuals to Pay All Charges** - Each guest in your block will be responsible for all of his/her charges, including but not limited to room rate, occupancy tax and all incidental charges. The first night's deposit will be applied to each reservation.

All meeting/event charges (including, but not limited to food, beverage, room rental, audio visual and all applicable taxes and service charge) will be billed to the master account.

**CONCESSIONS:**

The Mission Inn Hotel & Spa is pleased to offer the following concessions:

- Complimentary use of the fitness center
- (7) Seven complimentary upgrades to Jr. Suite at group rate of \$209.00 per night
- Complimentary internet in all guests sleeping rooms
- 10% discount on any Kelly's Spa services
- \$5.00 discounted- Self parking prevailing rates
- Complimentary use of the business center

**GUEST ROOM USAGE:**

In consideration of the local noise ordinances and a courtesy to surrounding hotel guests, the Hotel does not allow parties or social gatherings in any of our guest rooms. Only registered guests (up to four per room) may occupy guest rooms.

**GUEST ROOM CANCELLATION:**

In the event of cancellation of a sleeping room reservation, please notify the Hotel at least forty-eight (48) hours in advance of the arrival date to avoid any penalty billing. An early departure fee of \$50.00 will be charged if a guest departs prior to the scheduled departure date and fails to provide the Hotel with a forty-eight (48) hour notice. Group is financially responsible for achieving the contracted amount of room nights regardless of individual cancellations referenced above.

**ROLLAWAY BED POLICY:**

There is a \$25 nightly fee charge for rollaway bed requests.

**SMOKING ORDINANCE:**

The City of Riverside and State of California ordinances state that smoking is not permitted in any enclosed public area, including banquet rooms, hotel lobbies and restrooms. A \$250 amount is charged to guests that violate the non-smoking policy.

**LATE CHECK-OUT REQUEST:**

Late check-out is granted based on availability on the day of departure. Late check-out fee @ r y from half-day rate to a full day rate.

Patron Initials: df

**SPECIFIC ROOM REQUEST:**

Our guestrooms are unique. A specific room and bed type may be requested but is not guaranteed.

**INTERNET FEE:**

Access to the internet is free in the hotel Lobby area. There is a \$9.95 nightly WIFI fee for all guestrooms unless otherwise contracted.

**SCHEDULE OF EVENTS:**

Date	Start Time	End Time	Event Class	Room	Setuo	AGR
Mon, 1/30/23	8:00AM	5:00 PM	Breakfast Buffet	Ho-0-Kan	Rounds	7
Mon, 1/30/23	12:00 PM	1:00 PM	Lunch Buffet	Ho-0-Kan	Rounds	7
Tue, 1/31/23	8:00AM	5:00 PM	Breakfast Buffet	Ho-0-Kan	Rounds	27
Tue, 1/31/23	12:00 PM	1:00 PM	Lunch Buffet	Ho-0-Kan	Rounds	27
Wed, 2/1/23	8:00AM	5:00 PM	Breakfast Buffet	Galleria/Atria	Rounds	120
Wed, 2/1/23	12:00 PM	1:00 PM	Lunch Buffet	Galleria/Atria	Rounds	120
Wed, 2/1/23	5:00 PM	7:00 PM	Cocktail Reception	Galleria/Atria	Rounds	127
Thu, 2/2/23	8:00AM	5:00 PM	Breakfast Buffet	Galleria/Atria	Rounds	127
Thu, 2/2/23	12:00 PM	1:00 PM	Lunch Buffet	Galleria/Atria	Rounds	127
Thu, 2/2/23	1:00 PM	5:00 PM	Breakout 1	Santa Barbara	Rounds	30
Thu, 2/2/23	1:00 PM	5:00 PM	Breakout-2	Renaissance Salon B	Rounds	30
Thu, 2/2/23	1:00 PM	5:00 PM	Breakout-3	Renaissance Salon A	Rounds	30
Thu, 2/2/23	1:00 PM	5:00 PM	Breakout-4	Dionitaries Parlor	Rounds	30
Fri, 2/3/23	8:00AM	5:00 PM	Breakfast Buffet	Galleria/Atria	Rounds	120

**MEETING/FUNCTION SPACE:**

Meeting/function space is reserved only for the time indicated. The function space designated for the Event carries minimum and maximum attendance requirements. If Patron's final guaranteed number of attendees is lower or higher than these numbers, the Hotel reserves the right to transfer your event to another function space and/or charge a room rental (or additional room rental) to you based on the established Hotel rental schedule. For all meal functions, the guaranteed number of attendees must be communicated to the Convention Services Manager at least four (4) business days prior to your function. If no guaranteed number of attendees is communicated, the expected number of attendees will be considered the final guarantee of attendance. The Hotel will set for five percent (5%) over and above the final guarantee of attendance. Any further room set-up requests will be subject to additional room rental fees.

**FUNCTION SPACE ADJUSTMENT:**

Please note that function space was assigned by the contracted amounts of food & beverage. Room rental fee, if applicable, will be applied if the group attendance drops below the estimated food and beverage revenue from the date of booking. Also note, if room sets changed from agree upon set-up at point of preconvention meeting, an applicable labor fee will be charged. If additional meeting space is added after signature of the contract, additional room rental will be applied.

**FOOD MINIMUM:**

Based on the Patron's program requirements and the Hotel's minimum food guidelines, the Patron's expected banquet revenue contribution is **\$8,000.00**, plus service charge and sales tax. This minimum must be achieved regardless of decrease in attendance or change in the program. Should the Patron not meet the food minimum, the difference will be assessed as meeting room rental. **Cash bar totals will not be integrated into the food and beverage minimum.**

Patron Initials: \_\_\_\_\_

It is agreed that all on-site food and beverage arrangements will be made through the Hotel. Licensing restrictions require that only food and beverage purchased by the Hotel be served on the Hotel property. The Hotel reserves the right to cease any food and/or beverages brought into the Hotel's function/meeting space during the course of your events. The Hotel reserves the right to cease service of alcoholic beverages in the event that person(s) under the state mandated age limit are present at the function and attempt to receive service of alcoholic beverages. In addition, the Hotel may request proper identification (photo ID) of any person of questionable age and refuse alcoholic beverage service if either the person is under-age or proper identification cannot be produced. The Hotel reserves the right to refuse alcoholic beverage service to any person who, in the Hotel's judgment, appears to be intoxicated. Consuming raw or uncooked meat, poultry, seafood, shellfish or eggs may increase your risk of food borne illness, especially if you have certain medical conditions. Please inform your catering manager if you have any allergy of any type of food.

Multiple/ Split Entrees (maximum of two (2) selections) are available. The hotel must be provided with the exact count of each entree item four (4) business days prior to the event. All guests must be provided with meal tickets or place cards indicating their entree selection. All meals served will be charged at the higher entree menu price.

**ESTIMATED BALANCE:**

**Your estimated balance is due 30 days prior to your event in the form of a cashier's check, cash or credit card. Personal or company checks will not be accepted (60) days prior to the event date.**

Please send checks Attention:  
The Mission Inn Hotel & Spa  
Accounts Receivable  
3649 Mission Inn Ave.  
Riverside, CA, 92501

Any additional charges, based on the final guarantee will be due prior to your event. Any additional charges incurred during your event will be paid directly to the Banquet Captain at the conclusion of your event.

**DIRECT BILLING:**

Direct billing requests must be approved through our Credit Manager with a minimum projected total event balance of \$5,000.00. The enclosed direct bill application must be completed for all accounts requesting direct billing privileges and is to be updated annually for those accounts with approved direct billing. Please allow thirty (30) days for direct billing application processing. Once reviewed and processed, an additional deposit or full pre-payment may be required. Upon approval from our Credit Manager, a direct billing account will be established and all meeting and function charges will be billed to this account. The Contact Name outlined on this Agreement will be the only person authorized to approve charges to your master account (unless otherwise specified). Unless guaranteed by our organization, each attendee will be required to establish credit upon check-in.

A final invoice (the "Invoice") of all outstanding amounts will be prepared at the close of your Event. Final payment is due immediately upon receipt of the Invoice, unless prior billing arrangements have been made with the Hotel's Credit Manager. Accounts not paid within thirty (30) days of the billing date are subject to a one and one half (1 1/2%) percent interest rate per month (18% annually) until paid, unless this rate exceeds the maximum rate permitted by applicable laws, in which event the maximum legal percentage rate will apply.

**PRICE CHANGES:**

All menu prices are subject to change without notice. The prices do not include tax and service charges. All charges on your banquet event order are subject to service charge and applicable sales taxes. In accordance with California regulation # 6103, all service charges are applicable for sales tax. All food and beverage charges will be determined by the hotel twelve (12) months prior to the group's event date. The Hotel will guarantee the maximum early compounded increase of the food and beverage charges will not exceed 5% annually.

Patron Initials:  \_ \_

**PARKING:**

The Hotel operates the five-hundred (500) stall parking garage on 6<sup>th</sup> Street, located directly behind the hotel. Parking rates are subject to change without notice. Current parking rates are as follows.

Registered Hotel Guests:	Self-Parking is \$17.00 per night Valet Parking is \$23.00 per night
Non-Registered Hotel Guests:	Current posted rates apply for Self & Valet Parking

Registered hotel guest parking rates include "in" and "out" privileges. **Parking rates are subject to change without notice.**

**GIFT BAGS/ ROOM DELIVERIES:**

The charge for gift bags to be distributed at the Front Desk is \$10.00 per bag. The charge for guest room deliveries starts at \$20.00 per bag, per room. All amenity delivery charges will be billed to the Patron's master account. Please contact the Front Desk directly to coordinate bag deliveries.

**BELL PERSON ASSISTANCE WITH EVENT ITEMS:**

Should you require assistance for receiving and delivery of event items/boxes to event room, or guestroom locations by Bell Person, there will be a one-time \$50.00 fee (fee includes round trip services). Please advise your Service Manager on the details of your items so they can coordinate with our Bell Staff.

**SECURITY:**

The Hotel requires security for events of 100 or more guests if alcohol will be served. One security guard for every 100 guests is required, two security guards are required for 200 or more guests. The Hotel security fee is \$200.00 per security guard. Group agrees to advise its guests that they are responsible for safekeeping of their personal property.

**EXCLUSIVE VENDOR LIST:**

The Hotel's Exclusive Vendor List is an anecdotal reference of premiere service providers. A nominal fee of \$225.00 plus taxes and service charges will be incurred for each vendor retained outside of the Hotel's Exclusive Vendor List (pertains to photography & AV only). The Hotel assumes no liability for the quality of work and/or service performed by any vendors. Neither does the hotel bear responsibility for scheduling, coordination and details pertaining to said vendors. All outside vendors are required to carry liability insurance of a minimum of (\$1 million dollars) \$1,000,000.00. Proof of insurance must be faxed to your convention services manager no less than (2) two weeks prior to your event date.

**SHIPPING AND RECEIVING BOXES**

Receiving and Storage of box(es) and delivery to event room or guestroom locations incur a fee of \$5.00 per box, up to 10 lbs. Please advise your Catering/Conference Service Manager on the details of your shipment so they can coordinate with our Shipping/Receiving and Hotel Security. Boxes should be sent to the attention of your Catering/Conference Services Manager.

When sending packages, the following information should be noted on the package:

1. Name of Sender, Company of Sender, Address and Phone Number of Sender
2. Total Number of Boxes or Parcels (1 of 2, etc.)

The proper mailing address to be used is for the shipment of boxes or other parcels to our Hotel is as follows:

The Mission Inn Hotel & Spa  
Hold for Arrival: Group Name and Meeting Planner  
3649 Mission Inn Avenue  
Riverside, CA 92501 USA

Patron Initials:





Due to limited storage space in our hotel, please ensure that your shipments arrive no earlier than three (3) days prior to arrival, as we may not be able to accept packages that arrive any earlier.

**NOTE: Special arrangements must be made in advance if you are shipping five (5) packages or more and/or your single package is over our weight limit of 100 pounds.** For quantities over five packages or weight limits, storage and portorage fees will be applied to your account at the prevailing rates. Any delivery of large crates or boxes (over 100 pounds) will need to be coordinated with hotel management prior to delivery and are subject to additional portorage fees.

This Hotel is not responsible for the safe or timely arrival of any package sent to the hotel. It is the guest's responsibility to check on the arrival of any packages and to check to ensure that the contents are intact. Our hotel accepts no liability for lost, stolen or damaged boxes or other parcels.

**DAMAGES TO THE HOTEL & INDEMNITY:**

The Patron shall be responsible for all damages, including property damages and/or personal injuries suffered or incurred by the Hotel or any employee or staff member of the Hotel or other guests of the Hotel caused by the negligence or misconduct of the Patron, or any invitee of, or outside contractor hired by the Patron. The Patron agrees to indemnify and hold harmless the Hotel, the Owner of the Hotel, the Operator of the Hotel, all entities affiliated with each of them and each of their respective officers, directors, employees and agents (the "Indemnities") of and from all actions, costs, claims, loses, expenses and/or damages, including reasonable attorney's fees, arising out of, or resulting from, the Event or the Patron's use of the services and facilities of the Hotel, unless the same are due to the gross negligence or willful misconduct of the Indemnities or any one or more of them. The Hotel assumes no responsibility for personal property or equipment brought into the Hotel.

**FORCE MAJEURE:**

If for any reason beyond the Hotel's or Patron's reasonable conduct (including but not limited to strikes, labor disputes; acts, regulations or orders of governmental authorities; civil disorder; disasters; acts of war in the United States of America; acts of God; acts of terrorism on the United States of America; epidemics or pandemics including outbreak of infectious diseases or illness in the city, country, governmental travel advisories, limited group gathering restrictions; fires; floods or other emergency conditions; any delay in necessary and essential repairs of the Hotel) it is impossible for the Hotel or the Patron to perform its obligations under this Agreement, such non-performance is excused and such party may terminate this Agreement without further liability of any nature, upon return of the Patron's deposit. In no event shall the Hotel or the Patron be liable for consequential damages of any nature for any reason whatsoever.

**CHANGES TO THE EVENT:**

The Patron will provide to the Hotel any changes to its attendance projections, guest room and function space requirements for the Event. All changes are subject to availability and all agreed upon changes will be confirmed by both parties in writing prior to the event.

**FULL CANCELLATION OF EVENTS & ROOMS BLOCKED:**

If the Patron cancels the Event and guest room commitment in its entirety, the Hotel shall have suffered damages equivalent to the lost revenues that the Hotel would have made from the sale of rooms, food and beverage, incidental purchases, etc. in connection with the Event. The parties acknowledge that it is difficult to quantify such damages and instead have agreed that the Hotel shall assess a fee (the "Fee") against the Patron as liquidated damages and not as a penalty (such damage amount agreed to be expressed as a percentage of Room and food and beverage revenue lost by the Hotel as a result of the said cancellation, as reasonably determined by the Hotel). At such time, the Hotel shall assess the Fee based upon the scale below.

<b>Date of Cancellation</b>	<b>Liquidated Damages, Expressed as a % of Lost Rooms &amp; F&amp;B Minimum Revenue</b>
Point of Signature to 120 days in advance	50%
61-120 days in advance	75%
60 days or less in advance of event	100%

Patno loialisc



Notice of any cancellation must be received in writing and fee is payable no later than thirty (30) days after the cancellation has occurred. Any deposits made may be retained and applied toward payment of this fee.

**ATTRITION:**

If the Patron partially cancels the Event and/or rooms committed, the Hotel shall have suffered damages (equivalent to the lost revenues the Hotel would have made from the sale of guest rooms, food and beverages, incidental purchases, etc. in connection with the Event). The parties acknowledge that it is difficult to quantify such damages and instead have agreed that if the Patron cancels rooms or functions committed for the Event, the Hotel shall assess the Fee based upon the scale below.

Should partial cancellation or attrition occur in guest room commitment, the assessed cancellation fee will be based on the following scale:

Date of Signature -Arrival      20% attrition of original room commitment with no penalty. Rooms cancelled over and above 20% will be charged total lost guest room revenue.

**Attrition is calculated on a cumulative basis.**

- If for any reason beyond the Hotel's or Patron's reasonable conduct (including but not limited to strikes, labor disputes; acts, regulations or orders of governmental authorities; civil disorder; disasters; acts of war in the United States of America; acts of God; acts of terrorism on the United States of America; epidemics or pandemics including outbreak of infectious diseases or illness in the city, country, governmental travel advisories, limited group gathering restrictions; fires; floods or other emergency conditions; any delay in necessary and essential repairs of the Hotel) it is impossible for the Hotel or the Patron to perform its obligations under this Agreement, such non-performance is excused and such party may terminate this Agreement without further liability of any nature, upon return of the Patron's deposit. In no event shall the Hotel or the Patron be liable for consequential damages of any nature for any reason whatsoever.

**AMERICANS WITH DISABILITIES ACT:**

- Hotel and Patron each warrant that its policies, practices, procedures and eligibility criteria are, to the extent applicable, in compliance with the American with Disabilities Act (the "ADA"). Both parties agree to be responsible for all architectural, communications and transportation barriers created by them or within their control within the Hotel. The Hotel covenants that the Hotel facilities, including meeting room areas and a sufficient number of guest rooms, will be reasonably accessible and usable by persons with disabilities. The Patron agrees that the Hotel shall not be liable for any violation in wheelchair seating requirements caused solely by the arrangements of the Patron.
- Hotel covenants that it will, at all times, possess the requisite number of auxiliary aids and services. The Patron, however, shall be responsible for the provision of such aids and services in areas designated for the exclusive use of the Patron. Recognizing that the Patron's needs may, at times, exceed the Hotel's obligations under the ADA, the Patron agrees to notify the Hotel reasonably prior to its Event, of the number and type of aids, services and rooms required by the Patron. The Hotel will promptly notify the Patron as to its capabilities. The Patron shall bear the responsibility of providing any aids, services or alternative lodging in excess of the Hotel's ADA obligations and capacities.
- The Hotel and Patron each agree to indemnify and hold the other harmless from and against any and all claims, liabilities, damages, penalties, costs (including reasonable attorney's fees), and expenses incurred by the other based upon the failure of the indemnifying party to comply with the ADA with respect to matters for which it bears responsibility under the preceding paragraphs.

Patron Initials: 

**HOLD HARMLESS:**

The Patron assumes entire responsibility and agrees to protect, indemnify, defend and save the Mission Inn and its employees, harmless from and against all claims, losses, expenses included without limitation, installation, removal, maintenance, occupancy or use of the Mission Inn premises or a part thereof by this Patron, excluding such liability caused by the sole negligence of the Mission Inn and its employees. In addition, this Patron acknowledges that the Mission Inn does not maintain insurance covering this Patron's property and it is the sole responsibility of this Patron to obtain insurance covering such losses.

The Mission Inn will not be responsible for any loss, damages or injury, bodily or to property that may occur at any function held on property, from any cause, whatsoever, prior to, during or subsequent to the period covered by this contract excluding such liability caused by the sole negligence of the Mission Inn and its employees.

**MISCELLANEOUS:**

**Governing Law** - This Agreement shall be governed by and construed in accordance with the laws of the State of California.

**Non-Waiver of Breach** - The Hotel's failure to demand strict and full performance of any of the covenants or agreements on the part of the Patron to be observed, kept or performed, while the Patron is in default with respect to any such covenant or agreement, shall not be construed to be a waiver by the Hotel of any such default or breach of covenant.

**Authority to Sign** - If this Agreement is signed in the name of a corporation, partnership, association, club or society, the person(s) signing represents and warrants to the Hotel that he/she has full authority to sign such contract and that in the event he/she is not so authorized, he/she will be personally liable for the faithful performance of this Agreement.

**Entire Agreement** - This Agreement contains all of the understandings between the parties and may only be modified in writing signed by both parties.


All arrangements outlined throughout this Agreement will be considered definite and confirmed once this Agreement is signed and returned to my office by **Thursday, September 22, 2022**.

The commitment of guest rooms and function space referred to in this Agreement shall be released automatically by the Hotel (herein referred to as the "Hotel") without notice to Elite Academic Academy Professional Development 2023 (herein referred to as the "Patron"), unless a fully executed copy of this Agreement has been received by the Hotel on or before **Thursday, September 22, 2022**. In the event that another organization requests the same or similar arrangements on a definite basis on or prior to the Option Date, and the Hotel cannot accommodate both functions, the Patron will be given written notice of such matter and be given seventy-two (72) hours in which to submit an executed copy of this Agreement (and the requisite deposit) to confirm the Commitment on a definite basis or any guest rooms and function space will be released.

Patron Initials: \_ \_ \_ \_

**ACCEPTED:**

**("PATRON")**

DocuSigned by:  


Per: \_\_\_\_\_  
Meghan Freeman:4B t5  
9/22/2022

Date: \_\_\_\_\_

**The Mission Inn Hotel & Spa**



Per: \_\_\_\_\_  
Opal Strong, Senior Sales Manager

Date: 9/22/2022

**The Mission Inn Hotel & Spa**



Per: \_\_\_\_\_  
Amy Dryver, Director of Sales & Convention Services

Date: 9/18/22

Patron Initials: 



**The Mission Inn Hotel & Spa**  
 3649 Mission Inn Avenue, Riverside, CA 92501  
 Phone: (951) 784-0300

Check #: 76006  
 Page 1 of 1  
 Date Printed: 1/27/2023

**Estimate of Charges**

<b>Account:</b>	Elite Academic Academy	<b>Event Date:</b>	Monday, January 30, 2023
<b>Post As:</b>	Elite Academic Academy Professional Development 2023	<b>Contact:</b>	Gena Altamirano
<b>Address:</b>	43414 Business Park Drive Temecula, California 92590 United States	<b>Phone:</b>	(951) 528-4247
		<b>Email:</b>	galtamirano@eliteacademic.com
		<b>Onsite Contact:</b>	
		<b>Onsite Mobile:</b>	
<b>Master Account#:</b>		<b>Catering Manager:</b>	Karmione Franco
<b>Payment Method:</b>		<b>Booked By:</b>	Opal Strong

<u>Food</u>			
Quantity	Item	Price	Amount
8	The Deluxe Continental Breakfast	\$ 27.00	\$ 216.00
8	Taste of Italy Luncheon Buffet	\$ 53.00	\$ 424.00
		<b>Subtotal:</b>	<b>\$ 640.00</b>
		<b>Service Charge:</b>	\$ 147.20
		<b>Sales Tax 8.75%:</b>	\$ 68.88
		<b>Food Total:</b>	<b>\$ 856.08</b>
<u>Audio Visual</u>			
Quantity	Item	Price	Amount
1	Audio Visual Item	\$26,704.09	\$26,704.09
		<b>Subtotal:</b>	<b>\$26,704.09</b>
		<b>Service Charge:</b>	\$ .00
		<b>Audio Visual Total:</b>	<b>\$26,704.09</b>
<u>Labor</u>			
Quantity	Item	Price	Amount
1	Buffet Labor Fee	\$ 150.00	\$ 150.00
		<b>Subtotal:</b>	<b>\$ 150.00</b>
		<b>Service Charge:</b>	\$ 34.50
		<b>Sales Tax 8.75%:</b>	\$ 16.14
		<b>Labor Total:</b>	<b>\$ 200.64</b>
		<b>Check Grand Total</b>	<b>\$27,760.81</b>
		<b>Deposit Paid</b>	<b>\$5,500.00</b>
		<b>Balance Due</b>	<b>\$22,260.81</b>

Total Cost Split  
Between Schools

LU= \$11,130.41  
ME= \$11,130.40



**The Mission Inn Hotel & Spa**  
 3649 Mission Inn Avenue, Riverside, CA 92501  
 Phone: (951) 784-0300

**Check#: 76008**  
 Page 1 of 1  
 Date Printed: 1/27/2023

**Estimate of Charges**

<b>Account:</b>	Elite Academic Academy	<b>Event Date:</b>	Wednesday, February 01, 2023
<b>Post As:</b>	Elite Academic Academy Professional Development 2023	<b>Contact:</b>	Gena Altamirano
<b>Address:</b>	43414 Business Park Drive Temecula, California 92590 United States	<b>Phone:</b>	(951) 528-4247
		<b>Email:</b>	galtamirano@eliteacademic.com
		<b>Onsite Contact:</b>	
		<b>Onsite Mobile:</b>	
<b>Master Account#:</b>		<b>Catering Manager:</b>	Karmione Franco
<b>Payment Method:</b>		<b>Booked By:</b>	Opal Strong

<u>Food</u>			
Quantity	Item	Price	Amount
120	The Deluxe Continental Breakfast	\$ 27.00	\$3,240.00
120	Mexican Fiesta Luncheon Buffet	\$ 50.00	\$6,000.00
		<b>Subtotal:</b>	<b>\$9,240.00</b>
		<b>Service Charge:</b>	\$2,125.20
		<b>Sales Tax 8.75%:</b>	\$ 994.46
		<b>Food Total:</b>	<b>\$12,359.66</b>

<u>Labor</u>			
Quantity	Item	Price	Amount
120	Box Handling Fee	\$ 5.00	\$ 600.00
		<b>Subtotal:</b>	<b>\$ 600.00</b>
		<b>Service Charge:</b>	\$ 138.00
		<b>Sales Tax 8.75%:</b>	\$ 64.58
		<b>Labor Total:</b>	<b>\$ 802.58</b>

	<b>Check Grand Total</b>	<b>\$13,162.24</b>
	<b>Deposit Paid</b>	\$ .00
	<b>Balance Due</b>	<b>\$13,162.24</b>

Total Cost Split  
Between Schools

LU= \$6,581.12

ME= \$6,581.12



**The Mission Inn Hotel & Spa**  
 3649 Mission Inn Avenue, Riverside, CA 92501  
 Phone: (951) 784-0300

**Check#: 76010**  
 Page 1 of 1  
 Date Printed: 1/27/2023

**Estimate of Charges**

<b>Account:</b>	Elite Academic Academy	<b>Event Date:</b>	Thursday, February 02, 2023
<b>Post As:</b>	Elite Academic Academy Professional Development 2023	<b>Contact:</b>	Gena Altamirano
<b>Address:</b>	43414 Business Park Drive Temecula, California 92590 United States	<b>Phone:</b>	(951) 528-4247
		<b>Email:</b>	galtamirano@eliteacademic.com
		<b>Onsite Contact:</b>	
		<b>Onsite Mobile:</b>	
<b>Master Account #:</b>		<b>Catering Manager:</b>	Karmione Franco
<b>Payment Method:</b>		<b>Booked By:</b>	Opal Strong

<b>Food</b>			
Quantity	Item	Price	Amount
120	The Deluxe Continental Breakfast	\$ 27.00	\$3,240.00
120	Deli Luncheon Buffet	\$ 45.00	\$5,400.00
		<b>Subtotal:</b>	<b>\$8,640.00</b>
		<b>Service Charge:</b>	\$1,987.20
		<b>Sales Tax 8.75%:</b>	\$ 929.89
		<b>Food Total:</b>	<b>\$11,557.09</b>
		<b>Check Grand Total</b>	<b>\$11,557.09</b>
		<b>Deposit Paid</b>	\$ .00
		<b>Balance Due</b>	<b>\$11,557.09</b>

Total Cost Split  
Between Schools

LU= \$5,778.55  
ME= \$5,778.54



**The Mission Inn Hotel & Spa**  
 3649 Mission Inn Avenue, Riverside, CA 92501  
 Phone: (951) 784-0300

**Check#: 76015**  
 Page 1 of 1  
 Date Printed: 1/27/2023

**Estimate of Charges**

<b>Account:</b>	Elite Academic Academy	<b>Event Date:</b>	<b>Friday, February 03, 2023</b>
<b>Post As:</b>	Elite Academic Academy Professional Development 2023	<b>Contact:</b>	Gena Altamirano
<b>Address:</b>	43414 Business Park Drive Temecula, California 92590 United States	<b>Phone:</b>	(951) 528-4247
		<b>Email:</b>	galtamirano@eliteacademic.com
		<b>Onsite Contact:</b>	
		<b>Onsite Mobile:</b>	
<b>Master Account#:</b>		<b>Catering Manager:</b>	Karnione Franco
<b>Payment Method:</b>		<b>Booked By:</b>	Opal Strong

<b>Food</b>			
<b>Quantity</b>	<b>Item</b>	<b>Price</b>	<b>Amount</b>
120	The Deluxe Continental Breakfast	\$ 27.00	\$3,240.00
		<b>Subtotal:</b>	<b>\$3,240.00</b>
		<b>Service Charge:</b>	\$ 745.20
		<b>Sales Tax 8.75%:</b>	\$ 348.71
		<b>Food Total:</b>	<b>\$4,333.91</b>
		<b>Check Grand Total</b>	<b>\$4,333.91</b>
		<b>Deposit Paid</b>	\$ .00
		<b>Balance Due</b>	<b>\$4,333.91</b>

Total Cost Split  
Between Schools

LU= \$2,166.96  
ME= \$2,166.95



[Accessible Version](#)**Survey**

# Universal PreKindergarten Planning and Implementation Grant Expenditure Data Collection Survey

## Early Education Division

### Overview

Under the provisions of California *Education Code (EC)* Section 8281.5, grant funds are allocated to school districts and charter schools with kindergarten enrollment in specific years and according to a specified formula. In addition, funds are allocated to county offices of education to support countywide planning and capacity building for Universal PreKindergarten (UPK).

Grant funds may be used for costs associated with creating or expanding California State Preschool Programs or transitional kindergarten (TK) programs, or to establish or strengthen partnerships with other providers of prekindergarten education within the local educational agency (LEA), including Head Start programs, to ensure high-quality options for prekindergarten education are available for four-year-old children. Allowable costs include, but are not limited to: planning costs, hiring and recruitment costs, staff training and professional development, classroom materials, and supplies.

As a condition of receipt of UPK funds, LEAs must provide program data to the California Department of Education (CDE). The CDE shall initiate collection proceedings for grant funds used by LEAs in a manner inconsistent with the requirements in *EC* 8281.5, including, but not limited to, failing to submit expenditure reports.

### Deadlines

Expenditure reports for the reporting period of May 1, 2022 to October 31, 2022 are due to the CDE on December 31, 2022.

Expenditure reports for the reporting period of November 1, 2022 to April 30, 2023 are due to the CDE on May 31, 2023.

Expenditure reports for the reporting period of May 1, 2023 to October 31, 2023 are due to the CDE on November 30, 2023.

Expenditure reports for the reporting period of November 1, 2023 to April 30, 2024 are due to the CDE on May 31, 2024.

Expenditure reports for the reporting period of May 1, 2024 to October 31, 2024 are due to the CDE on November 30, 2024.

Expenditure reports for the reporting period of November 1, 2024 to April 30, 2025 are due to the CDE on May 31, 2025.

Expenditure reports for the reporting period of May 1, 2025 to October 31, 2025 are due to the CDE on November 30, 2025.

Expenditure reports for the reporting period of November 1, 2025 to April 30, 2026 are due to the CDE on May 31, 2026.

Expenditure reports for the reporting period of May 1, 2026 to June 30, 2026 are due to the CDE on November 30, 2026.

### Instructions

All fields are required for submission unless otherwise noted as optional. The expenditure report will request expenditure information for the following sections: **Section I:** Contact Information, **Section II:** Submission Type, **Section III:** Local Educational Agency Information, **Section IV:** Certificated Salaries: Object Code 1000, **Section V:** Classified Salaries: Object Code 2000, **Section VI:** Employee Benefits: Object Code 3000, **Section VII:** Books and Supplies: Object Code 4000, **Section VIII:** Services and Other Operating Expenditures: Object Code 5000, **Section IX:** Subagreements for Services: Object Code 5100, **Section X:** Travel and Conferences: Object Code 5200, **Section XI:** Indirect Costs: Object Code 7000, **Section XII:** Interest Earned: Object Code 8000, **Section XIII:** Total Expenditure Amount.

If you do not intend to complete the survey in one session, you must select the Save Responses button located on the bottom of the screen. Once selected, you will be redirected to a new browser window to enter your email address. You will receive an email with a unique web address for entrance back into the survey. It is recommended that you save the application web address.

Note: LEAs may only complete one expenditure report per LEA semiannually. Please do not submit more than one report per reporting period for the same LEA.

For questions regarding this survey or for technical assistance, please send an email to [UPKPlanningGrant@cde.ca.gov](mailto:UPKPlanningGrant@cde.ca.gov).

## Section I: Contact Information

Please enter the contact information of the individual completing and submitting the expenditure report to the CDE for the LEA.

### Contact

**First Name:**

**Last Name:**

**Title:**

**Phone number: (999-999-9999)**

**Phone number extension: (optional)**

**Email:**

## Section II: Submission Type

**Reporting Period:**

**New Report:** Select this option if your LEA is submitting an expenditure report for the first time this school year.

**Revised Report:** Select this option if your LEA previously submitted an expenditure (new report submission type) for this school year however a correction is needed to one or more responses previously submitted.

**Submission Type:**

*New report*

*Revised report*

This form will take the place of your original submission. Please make sure your updated data is accurate.

## Section III: Local Educational Agency Information

**Entity Type:**

- School District
- Charter School
- County Office of Education

**County**

San Diego ▼

**Local Educational Agency Name:**

Elite Academic Academy - Mountain Empire, CDS: 37682130136978 ▼

**Expenditure Data**

**Section IV:**  
**Certificated Salaries: Object Code 1000**

Per the [California School Accounting Manual \(CSAM\)](#), certificated salaries are salaries for positions that require a credential or permit issued by the Commission on Teacher Credentialing (CTC).

**Total Expenditures for Certificated Salaries:****Amount:**

37478.52

**Of this total, what amount was spent on certificated staff recruitment for UPK?****Amount:**

0

*Amount entered cannot exceed total amount entered for Total Expenditures for Certificated Salaries.*

For which of the following items did you use funds? *(Please select all that apply.)*

**Certificated staff salary**

- Raises
- Hiring bonuses
- Stipends
- Other
- None

**Recruitment of UPK certificated staff**

- Recruiter fees
- Advertisements/promotional content (i.e., billboards, radio ads, web advertisements, flyers, etc.)
- Substitutes for hiring events/committees
- Consultants (i.e., strategic planning, professional development, etc.)
- Other
- None

## Section V: Classified Salaries: Object Code 2000

Per the [CSAM](#), classified salaries are salaries for positions that do not require a credential or permit issued by the CTC.

**Total Expenditures for Classified Salaries:**

Amount:

**Of this total, what amount was spent on classified staff recruitment for UPK?**

Amount:

Amount entered cannot exceed total amount entered for *Total Expenditures for Classified Salaries*.

For which of the following items did you use funds? *(Please select all that apply.)*

**Classified staff salary**

- Raises*
- Hiring bonuses*
- Stipends*
- Other*
- None*

**Recruitment of UPK classified staff**

- Recruiter fees*
- Advertisements/promotional content (i.e., billboards, radio ads, web advertisements, flyers, etc.)*
- Substitutes for hiring events/committees*
- Consultants (i.e., strategic planning, professional development, etc.)*
- Other*
- None*

## Section VI: Employee Benefits: Object Code 3000

Per the [CSAM](#), employee benefits are the employers' contributions to retirement plans and health and welfare benefits, including cash in lieu of benefits, for employees, their dependents, retired employees, and board members.

**Total Expenditures for Employee Benefits:**

Amount:

For which of the following items did you use funds? *(Please select all that apply.)*

**Staff benefits**

- Raises*
- Hiring bonuses*
- Stipends*
- Other*
- None*

**UPK recruitment**

- Recruiter fees*
- Advertisements/promotional content (i.e., billboards, radio ads, web advertisements, flyers, etc.)*
- Substitutes for hiring events/committees*
- Consultants (i.e., strategic planning, professional development, etc.)*
- Other*
- None*

**Section VII:  
Books and Supplies: Object Code 4000**

Per the [CSAM](#), books and supplies are books and supplies, including any associated sales tax or use tax and freight and handling charges.

**Total Expenditures for Books and Supplies:**

Amount:

5293.74
---------

For which of the following items did you use funds? *(Please select all that apply.)*

**Topics**

- Effective adult-child interactions*
- Preschool literacy*
- Math*
- Science*
- Social-emotional development*
- Mindfulness: meditation, yoga, etc.*
- Implicit bias and culturally and linguistically-responsive practice*
- Adverse childhood experiences (ACEs), trauma and healing informed practice, etc.*
- Equity, diversity, and restorative justice*
- Curriculum selection and implementation*
- Assessments and screenings*
- Desired Results Developmental Profile (DRDP)/ Early Childhood Environment Rating Scale (ECERS)/ Classroom Assessment Scoring System (CLASS)*
- Dual-language learner (DLL) support*
- Serving children with disabilities*
- Engaging families*
- Teaching pyramid*
- Play based learning*
- Other*
- None*

**Classroom materials**

- Size-appropriate furniture (i.e., chairs, tables, etc.)*
- Inclusion, accommodations, and adaptations (for students with disabilities for inclusion in general education settings)*
- Open-ended materials designed to promote discovery and creativity*
- Close-ended materials with a specific purpose and outcome*
- Culturally relevant materials in languages reflective of the students and families served by the LEA*
- Materials that support developing and facilitating practices to engage families and involve them in the program*
- Facilities upgrades (i.e., toilets; heating, ventilation, and air conditioning; doors; etc.)*
- Curriculum*
- Screening or assessment tools*
- Language and literacy*
- Computers and technology (i.e., laptops, tablets, subscriptions, etc.)*
- Science and discovery*
- Math and manipulatives*
- Outdoor materials (i.e., trikes, bikes, play equipment, sandbox, etc.)*
- Sensory and dramatic play (i.e., kitchen, theatre, etc.)*
- Other*

**Supplies**

- Stationary supplies (paper, envelopes, cardstock, etc.)*
- Consumables (play dough, sand, paper, markers, crayons, etc.)*
- Other*
- None*

**Section VIII:  
Services and Other Operating Expenditures: Object Code 5000**

Per the [CSAM](#), services and other operating expenditures are for services, rentals, leases, maintenance contracts, dues, travel, insurance, utilities, and legal and other operating expenditures. Expenditures may be authorized by contracts, agreements, purchase orders, and so forth.

**Total Expenditures for Services and Other Operating Expenditures:**

Amount:

**Of the Services and Other Operating Expenditures total, what amount was spent on Subagreements for Services?**

Amount:

*Amount entered cannot exceed total amount entered for **Total Expenditures for Services and Other Operating Expenditures**.*

**Of the Services and Other Operating Expenditures total, what amount was spent on Travel and Conferences?**

Amount:

*Amount entered cannot exceed total amount entered for **Total Expenditures for Services and Other Operating Expenditures**.*

**Of the Travel and Conferences total, what amount was spent on Training?**

Amount:

*Amount entered cannot exceed total amount entered for **Travel and Conferences**.*

**Section IX:  
Subagreements for Services: Object Code 5100**

Per the [CSAM](#), expenditures for subagreements and subawards pursuant to certain contracts, subcontracts, and subgrants.

**What type of contracts did you enter with these funds? (Please select all that apply.)**

- Consulting (includes professional development contracts)*
- Membership (includes professional memberships)*
- Deliverables (includes produced informational material or websites)*
- Other*
- None*

## Section X: Travel and Conferences: Object Code 5200

Per the [CSAM](#), actual and necessary expenditures incurred by and/or for employees and other representatives of the LEA for travel and conferences (*EC* sections 35044 and 44032). Included in this object are fees paid for those individuals to attend conferences or training classes.

For which of the following items did you use funds? (*Please select all that apply.*)

### Travel

- Conferences
- Meetings
- Trainings
- Other
- None

### Staff training topics

- Effective adult-child interactions
- Preschool literacy
- Math
- Science
- Social-emotional development
- Mindfulness: meditation, yoga, etc.
- Implicit bias and culturally linguistically-responsive practice
- ACEs, trauma and healing informed practice, etc.
- Equity, diversity, and restorative justice
- Curriculum selection and implementation
- Assessments and screenings
- DRDP/ECERS/ CLASS
- DLL support
- Serving children with disabilities
- Engaging families
- Teaching pyramid
- Play-based learning
- Other
- None



**Staff trained**

- TK-12 Administrators
- Early Education Administrators
- Teachers
- Trainers/contractors
- Instructional aides
- Support staff
- Other

**Please specify other expenses:**

n/a

**Section XI:  
Indirect Costs: Object Code 7000**

May not exceed the LEA's approved indirect cost rate (ICR). For approved LEA ICRs, please visit the [CDE ICR web page](#).

**Total Expenditures for Indirect Costs:**

Amount:

0

**Section XII:  
Interest Earned: Object Code 8000**

Earned interest accrued from grant funds. Interest earned may be used on grant expenditures in accordance with the funding terms and conditions.

**Total Expenditures for Interest Earned**

Amount:

0

**Section XIII:  
Total Expenditure Amount**

Combine all expenditure totals from Object Code 1000-8000.

**Please verify this accounts for all expenditure amounts.**

**Total Expenditures in Reporting Period**

Amount:

53795.00

**Certification and Agreement**

**AGREEMENT:** By signing this survey electronically, I, the District Superintendent, Charter School Administrator, or authorized designee, agree that my electronic signature is the legally binding equivalent to my handwritten signature.

- Yes
- No

**CERTIFICATION:** By signing this survey electronically, I, the District Superintendent, Charter School Administrator, or authorized designee, hereby certify, to the best of my knowledge, that all applicable state and federal rules and regulations have been observed, that the information contained in this report is correct and complete, and certify to retain all records, as required by applicable law.

- Yes  
 No

**Name of District Superintendent, Charter School Administrator, or authorized designee:**

Ashlea Kirkland

**Date:**

12/29/2022

**Print a copy of your completed expenditure report for your records before submitting it.**

**Note:** By selecting the Print button below, you will be redirected to a new browser window to print the report. You must return to the previous browser window to submit your survey to the CDE.

Questions about the expenditure report can be directed to [UPKPlanningGrant@cde.ca.gov](mailto:UPKPlanningGrant@cde.ca.gov).

Once you select the Submit button below, your expenditure report will be sent to the CDE and you will be redirected to the [CDE Elementary web page](#). An automatically generated email will be sent to the email address provided on your report to confirm your submission. Please check your email account's spam folder if you do not receive a confirmation email to your inbox.

## Nonclassroom-Based Funding Determination Form - Fiscal Year 2022-23

Information collected on this form is pursuant to *California Code of Regulations*, Title 5 (5 CCR). Instructions for completing this form can be found on the California Department of Education (CDE) website at <https://www.cde.ca.gov/sp/ch/nclrbifunddet.asp>.

**Users should download and save the PDF prior to entering data into the form. The recommended program for completing the form is Adobe Acrobat Reader DC. Completing the form using the web browser may result in errors.**

### Section I. Charter School Information (Complete fields 1-18) 5 CCR 11963.3(a)(1) to (4)

1. Charter School Name
2. Charter School Authorizer
3. Charter School Number  4. CDS Code
5. Street Address
6. City  7. County  8. Zip Code
9. Contact Name  10. Title
11. Phone Number  ext.  12. Email
13. Grade Levels Served  14. Date Charter Expires (MM/DD/YYYY)
15. Funding Level Requested (Select one)  100%  85%  70%
16. Years Requested (Select one)  2  3  4  5
17. Funding Determination Period Requested FY  to
18. Charter School Deadline - Select one
  - Due Date: 12/1/22 To be heard at the March State Board of Education (SBE) meeting
  - Due Date: 2/1/23 To be heard at the May SBE meeting
  - Other Funding Determination (Specify in Section VI.3) Source Data FY

■ For an existing charter school that does **not** have an active funding determination, please use current-year budget data as the source data to complete the form.

■ For an existing charter school with a funding determination that expires at the end of FY 2022-23, use FY 2021-22 audited financial data.

■ If an existing charter school with a funding determination misses the February 1 deadline, the governing board of the charter school's authorizing local educational agency will need to request a waiver to submit a late funding determination request. The SBE may approve such waivers under the general authority, under California *Education Code (EC)* sections 33050-33053. Additional information regarding the waiver process is located on the CDE Waivers web page at <https://www.cde.ca.gov/re/lr/wr>.

**Section II. Financial Information (Complete sections A, B, D, and E)**

**A. Total Resources (Complete lines A.1.a to A.1.d)**

1. Revenues and Other Resources	<span style="border: 1px solid black; padding: 2px;">5 CCR 11963.3(a)(5)(A) and (6)</span>
a. Federal Revenues	\$526,440
(i) Enter amount of Public Charter Schools Grant Program included under Federal Revenues (Line A.1.a)	\$0
b. State Revenues	\$8,189,490
c. Local Revenues	\$823
d. Other Financing Sources	_____
e. Total Revenues (Sum of lines A.1.a to A.1.d)	<span style="border: 1px solid black; padding: 2px;">\$8,716,753</span>

**B. Total Expenditures and Other Uses (Complete lines B.1 to B.4)**

1. Instruction and Related Services	<span style="border: 1px solid black; padding: 2px;">5 CCR 11963.3(a)(5)(B) and (6)</span>
a. Salaries and Benefits	
(i) Certificated	\$4,465,291
(ii) Classified	\$415,090
b. Books, Supplies, and Equipment	\$718,835
c. Services and Other Operating Costs	
(i) Contracts for Instructional Services	\$1,410,628
(ii) Contracts for Instructional Support	\$294,848
(iii) All Other Instruction Related Operating Costs	\$0
d. Total Instruction and Related Services	<span style="border: 1px solid black; padding: 2px;">\$7,304,693</span>
2. Operations and Facilities	<span style="border: 1px solid black; padding: 2px;">5 CCR 11963.3(a)(5)(C) and (6)</span>
a. Salaries and Benefits	
(i) Certificated	\$0
(ii) Classified	\$0
b. Books, Supplies, and Equipment	\$0
c. Services and Other Operating Costs	\$0

**B. Total Expenditures and Other Uses (Complete lines B.1. to B.4), continued**

d. Facility Acquisition and Construction \$0

e. Total Operation and Facilities \$0

f. Allowable Facility Costs 5 CCR 11963.3(b)(7)

(i) Enter the total facility square footage occupied by the charter school 0 sqft.

(ii) Enter the total Classroom-Based P-2 ADA reported in the prior FY. DO NOT INCLUDE NCB ADA 0

(iii) Enter the total Student Hours attended by the NCB pupils at the school site in the prior FY 0

(iv) Calculated Facilities Costs \$0.00  
 Lesser of line B.2.e or [(B.2.fii+(B.2.fiii/868))\*1000

Allowable (Lesser of line B.2.e or B.2.fiv) \$0.00

3. Administration and All Other Activities 5 CCR 11963.3(a)(5)(D) and (6)

a. Salaries and Benefits

(i) Certificated \$0

(ii) Classified \$70,640

b. Books, Supplies, and Equipment \$2,641

c. Services and Other Operating Costs

(i) Contracts for Other Administrative Services \$0

(ii) Supervisorial Oversight Fee \$74,569

(iii) All Other Administration and Other Activities, Services and Operating Costs \$1,206,175

d. Total Administration and Other Activities \$1,354,026

4. Other Outgo and Other Financing Uses 5 CCR 11963.3(a)(5)(E) and (6)

a. Debt Service \$28,187

b. Transfers to local educational agencies \$0

c. All Other Transfers and Outgo \$0  
**Note - This must not be a negative value.**

d. Total Other Outgoing and Other Financing Uses \$28,187

**B. Total Expenditures and Other Uses, continued**

5. Total Expenditures \$8,686,906  
 (Sum of lines B.1.d, B.2.e, B.3.d, and B.4.d)

**C. Revenues Over Expenditures - Surplus or (Deficit)**

(Line A.1.e minus Line B.5) \$29,847

**D. Fund Balance (Complete line D.a)**

a. Enter Beginning Fund Balance (July 1) 5 CCR 11963.3(a)(5)(A) \$990,742  
 b. Ending Fund Balance - June 30 (Line C plus Line D.a) \$1,020,589

**E. Reserves (Complete lines E.a. to E.e)**

If reserves in line E.a or E.b are more than \$50,000 or over 5% of total expenditures, provide an explanation in Section III.6, pursuant to 5 CCR 11963.3(a)(5)(F).

	% of Expenditures	
a. Designated for Economic Uncertainties	3%	\$265,573
b. Facilities Acquisition or Capitol Projects	0%	\$0
c. Reserves Required by Charter Authorizer	0%	\$0
d. Other Reserves (Explain in Section III.5)	0%	\$0
e. Unassigned/Unappropriated Fund Balance	0%	\$0
f. Total (Sum of lines E.a to E.e)	3%	\$265,573

**Note - Line E.f must agree with Line D.b**

**Section III. Supplemental Information (Complete lines 1 through 8)**

**1. Pupil to Teacher Ratio (PTR), pursuant to EC Section 51745.6 and 5 CCR Section 11704**

a. Enter the charter school's PTR: 0.00:1 20.37:1  
 b. If the charter school's PTR in line III.1.a exceeds 25:1, enter the name of the largest unified school district in the county or counties in which the charter school operates:

N/A

c. Enter the PTR for the unified school district listed on line III.1.b: 0.00:1 N/A

2. Did any entity receive \$50,000 or more OR 10% or more of total expenditures (Line B.5)  Yes  
 in the FY 2021-22 OR will receive in the FY 2022-23? (5 CCR 11963.3[b][3])  No

If yes to line III.2, list the name of each entity and the cumulative amount received by each entity in Box 2.a on Page 5. Are contract payments made by the charter school based on specific services rendered or upon an amount per unit of average daily attendance (ADA) or some other percentage of the charter school's revenues, enrollment, etc? If yes, identify on Page 5 Box 2.a.

2.a Provide information regarding entity and contract information below. Attach an extra sheet if necessary.

Name of Entity	Amount	Purpose/Explanation	Are contract payments based on specific services rendered?	If no, are payments based on amount per ADA or some other percentage?
Rainbow Resource Center	\$133,811	Curriculum Provider	Yes	<input type="checkbox"/>
Friends of Willow Tree	\$60,483	Curriculum Provider	Yes	<input type="checkbox"/>
Rock Creek Education Center	\$53,617	Curriculum Provider	Yes	<input type="checkbox"/>
Ambassador Media Group, LLC	\$77,165	Credit Recovery	Yes	<input type="checkbox"/>
McColgan & Associates, Inc.	\$147,415	SPED Provider	Yes	<input type="checkbox"/>
Prime Educational Solutions	\$1,197,069	Back Office Service Provider	Yes	<input type="checkbox"/>
Whoop, Inc.	\$255,750	Athletic Performance Program	Yes	<input type="checkbox"/>
Mimeo.com, Inc	\$71,715	Core Teaching/Student Supplies	Yes	<input type="checkbox"/>
FlipSwitch Marketing LLC	\$220,981	Marketing	Yes	<input type="checkbox"/>
TSW Therapy, Inc.	\$128,236	SPED Provider	Yes	<input type="checkbox"/>
			Yes	<input type="checkbox"/>

3. List the charter school's CURRENT governing board pursuant to 5 CCR Section 11963.3(b)(4).

Name and Title of Board Member	Board Member Type (Parent, teacher, etc)	How was this member selected?	Is the member affiliated in any way with any entity listed in Section III.2?	Board Member Term (From MM/YY to MM/YY)
Morgen Oelcker, Board President	Special Education T	Resume Review	No	02/22 to 02/24
Ronald Jackson, Board VP	Community Member	Resume Review	No	02/22 to 02/24
Lindsey Burkett, Treasurer/Secretary	Community Member	Resume Review	No	02/22 to 02/24

Has the governing board adopted and implemented conflict of interest policies and procedures?  Yes  No

For any governing board member identified as affiliated with any entity reported above in Section III.2, explain the nature of the affiliation below. Attach an extra sheet if necessary.

N/A

4. If transfers are reported on lines B.4.b or B.4.c, describe the nature of the transactions and identify the accounts or entities involved in the transfers pursuant to 5 CCR Section 11963.3(b)(5).

B.4.b  N/A

B.4.c

5. If "Other Reserves" are reported on line E.d, explain the purpose for these reserves.

Reserves in Line E.d

E.d



6. If reserves reported on line E.a (designated for economic uncertainties) OR E.b (facilities acquisition or capital projects) exceed the greater of \$50,000 or 5% of total expenditures, explain the need for such excess reserves.

E.a   
 Percentage   
 E.b   
 Percentage

We maintained a reserve for economic uncertainties in an amount that could fund a standard month's worth of benefits and wages for our employees, in response to some of the restrictions and uncertainties introduced by the COVID-19 pandemic.

7. Enter the average daily attendance (ADA).

FY 2021-22 P-2 ADA (0.0)	<input type="text" value="721.23"/>	FY 2022-23 P-2 ADA (0.0)	<input type="text" value="913.17"/>
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8. Enter the full-time equivalent (FTE) employees working at the charter school that possess a valid teaching certificate, permit, or other document equivalent to that which a teacher in other public schools would be required to hold issued by the Commission on Teacher Credentialing and who work in the charter school in a position required to provide direct instruction or direct instructional support to students, pursuant to 5 CCR Section 11963.3(b)(8).

FY 2021-22 FTE (0.0)	<input type="text" value="35.4"/>	FY 2022-23 FTE (0.0)	<input type="text" value="42.8"/>
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**Section IV. Nonclassroom-Based Virtual or On-line Charter Schools (Complete lines 1 and 2)**

1. Is this charter school a virtual or on-line charter school as defined in 5 CCR Section 11963.5? (A virtual or on-line charter school is one in which at least 80% of teaching and student interaction occurs via the Internet.)  Yes  No

2. If yes to line IV.1, can the charter school demonstrate compliance with 5 CCR sections 11963.5(b)(2) to (8)?  Yes  No  N/A

**Section V. Calculated Funding Determination Percentage**

1. Percent spent on Certificated Employee Salaries and Benefits to Total Public Revenues 5 CCR 11963.3(c)(1)

Certificated Salaries and Benefits costs Line B.1.a(i)/Federal Revenues Lines A.1.a - PCSGP A.1.a(i) + State Revenues A.1.b

2. Percent spent on Instruction and Related Services to Total Revenues 5 CCR 11963.3(c)(2)

Instructional and Related Services costs Line B.1.d + Allowable Facilities costs 2.f.(iv)/Total Revenues Line A.1.e

**Funding Determination Criteria**

If the percentages from lines V.1 or V.2 do not meet the spending criteria of the funding level requested as shown below, complete Section VI to provide mitigating circumstances for consideration by the Advisory Commission on Charter Schools (ACCS) for making a recommendation other than one that results from the criteria specified in regulations.

100%	1) Line V.1 must equal or exceed 40 percent, 2) Line V.2 must equal or exceed 80 percent, AND 3) Line III.1.a. PTR cannot exceed 25:1 OR the PTR on line III.1.c, the ACCS shall recommend approval at 100%, unless there is a reasonable basis to recommend otherwise (5 CCR 11963.4[a][3]).
85%	1) Line V.1 must equal or exceed 40 percent, AND 2) Line V.2 must equal or exceed 70 percent but less than 80 percent, the ACCS shall recommend approval at 85%, unless there is a reasonable basis to recommend otherwise (5 CCR 11963.4[a][2]).
70%	1) Line V.1 must equal or exceed 35 percent, AND 2) Line V.2 must equal or exceed 60 percent but less than 70 percent, the ACCS shall recommend approval at 70%, unless there is a reasonable basis to recommend otherwise (5 CCR 11963.4[a][1]).
Denied	1) Line V.1 is less than 35 percent, OR 2) Line V.2 is less than 60 percent, the ACCS shall recommend that the SBE deny the request, unless there is a reasonable basis to recommend otherwise (5 CCR 11963.4[a][4]).

**Section VI. Mitigating Circumstances (Complete lines 1-3 and attach any supporting documentation)**

1. Explain why the charter school did not meet the criteria for the funding level requested. Include specific measures or actions taken by the charter school to comply.

2. List and explain the mitigating circumstance(s) to be considered by the CDE and ACCS.

3. Provide any other pertinent information that may assist the CDE and ACCS in conducting a detailed review or develop a reasonable basis for a recommendation.

**Section VII. Certification (Review, sign, and date) 5 CCR 11963.3(b)(1)**

I certify that:

1. The information provided is true and correct to the best of my ability and knowledge.
2. This charter school's nonclassroom-based instruction is conducted for and substantially dedicated to the instructional benefit of the school's students.
3. This charter school's governing board has adopted and implemented conflict of interest policies.
4. All of the charter school's transactions, contracts, and agreements are in the best interest of the school and reflect a reasonable market rate for all goods, services, and considerations rendered for or supplied to the school.


Meghan Freeman

Enter Name of Charter School's Director, Principal, or Governing Board Chairperson

CEO

Title of Authorized Individual

**Before certifying with electronic/digital signature below, please be sure to check all numerical entries and information provided, and save a copy of this form. Modifications to the information reported on this form cannot be made after the signature field below has been completed. If providing a wet signature instead of an electronic one, please date the signature.**



Signature of Charter School's Director, Principal, or Governing Board Chairperson

Submit completed and electronically signed forms via email to [FundingDeterminations@cde.ca.gov](mailto:FundingDeterminations@cde.ca.gov).

The CDE no longer requires the following documents:

- Hard copy of the FDF
- Hard or soft copy of the Conflict of Interest Policy

Therefore, please do not submit these documents to the CDE.

This Video Production Agreement is entered into as of 1/27/2023 between California Charter Schools Association (“Client”), and Mike Watson dba Video Approach (“Company”). The parties agree as follows:

1. Subject to the terms and conditions of this Agreement and at Client’s request and direction, Company will perform for Client the services described in one or more Work Orders (as defined below) (the “Services”).
2. The specific details of the Services to be performed will be determined on a per-project basis, and the details for each project will be described in a written Work Order that is executed by both parties.
3. Client may reasonably request in writing that revisions be made with respect to the Services or deliverables set forth in that Work Order. If a change that materially increases the scope of the Services or the effort required to deliver deliverables under the applicable Work Order, then within 5 business days after Company’s receipt of such Change Order, Company will deliver to Client a written, revised Work Order reflecting Company’s reasonable determination of the revised Services, deliverables, delivery schedule, and payment schedule, if any, that will apply to the implementation of the revisions. If Client approves the revised Work Order, then the parties will execute it, and upon execution, the revised Work Order will supersede the then-existing Work Order. If Client does not approve the revised Work Order within 5 business days after its receipt by Client, the then-existing Work Order will remain in full force and effect.
4. Company shall inform Client as soon as practical of any anticipated delays in the delivery of any deliverable or any item specifically set forth in any Work Order and of the actions being taken to assure completion of the such item.
5. On behalf of all personnel of Client who will contribute to the projects described in any Work Order as well as any other parties participating in such project at the direction of or by the request of Client, Client hereby grant the following rights and permissions to Company: Company has the right and permission to take, use, reuse, publish, and republish video and/or photographic images (in any media whether electronic, digital, recorded or otherwise) of those recorded or photographed as part of the performance of this contract, including any minors, or in which any minor may be included, in whole or in part, or composite or distorted in character or form, without restriction as to changes or alterations from time to time, in conjunction with the adult’s or minor’s own or a fictitious name, or reproductions of such videos or photographs made through any medium and in any and all media now or hereafter known.
6. The Services must be performed in a competent, professional, and workmanlike manner by qualified personnel in accordance with applicable laws.
7. Company may utilize independent contractors to perform all or part of the Services. Company will remain solely responsible for the performance of all of the Services that are subcontracted.
8. Any materials provided by Client to Company are to be used solely to perform the Services (“Client Materials”). Company will treat the Client Materials as Client’s Confidential Information. Client hereby grants to Company a non-exclusive, worldwide, royalty-free license in and to any deliverables under the applicable Work Order and Client Materials, under all of Client’s intellectual property rights therein, solely for the purpose of performing the Services contemplated by any Work Order in accordance with the terms of this Agreement. Client also hereby grants to Company a non-exclusive, worldwide, royalty-free license to use any one or more of the trademarks, service marks, trade names, domain names, logos, business and product names, slogans, and registrations and applications for registration thereof owned by Client (the “Client Brand”) solely for the purpose of performing the Services contemplated by

any Work Order in accordance with the terms of this Agreement.

9. If a Work Order requires Client to obtain, for use in connection with the Services or incorporation into an Invention, any material from a third party from whom Company or Client has not acquired the necessary right or license for the use or incorporation, then Client will, at its sole expense, acquire the necessary right or license to the third party material.
10. Client will pay the fees as set out in each Work Order ("Service Fees"). Client will not reimburse Company for any costs or expenses unless the nature of the costs and expenses to be reimbursed are specified in the Work Order and Company receives approval before incurring a specific cost or expense.
11. Unless otherwise specified in a Work Order: Company will issue monthly invoices for Service Fees for Services that have been performed in the month; and Client will pay any undisputed amount set forth in such invoices no later than 30 days after receipt of Company's invoice. Payment for undisputed amounts under this Agreement shall, if not paid within 30 days of receipt of the applicable invoice, bear simple interest at the lower of one and one-half percent (1.5%) per month or the highest rate permitted by law.
12. Any Discount listed in a Work Order or Invoice is predicated upon on-time payment. If at any time, for any reason, Service Fees are not paid within 30 days of Company's invoice, a new invoice will be delivered without applicable discounts. Discounts will not be reinstated at any time for any reason.
13. Either party may terminate this Agreement upon written notice to the other party. Client shall pay to Company within 30 calendar days of the effective date of such termination (i) in consideration of Company forgoing other business opportunities in anticipation of the Services that otherwise would have been provided to Client pursuant to this Agreement, a termination fee equal to 15% of the amounts of any Service Fees associated with any uncompleted work from any outstanding Work Order, (ii) any undisputed amount set forth in any existing invoices delivered, and (iii) any and all other out of pocket costs and expenses specified in any then outstanding Work Order (including, but not limited to, any upfront costs paid by Company related to any third party independent contractor specified in any applicable Work Order) that had actually been incurred by Company in anticipation of fulfillment of any then outstanding Work Order prior to delivery of the written notice of termination by Client.
14. Prior to payment by Client to Company of the applicable Service Fee related to any Work Order, ownership of Inventions and related intellectual property rights associated with the Final Edit Versions of any deliverable delivered pursuant to such Work Order will be vested in the Company. Upon payment by Client to Company of the applicable Service Fee related to any Final Edit Versions of any deliverable delivered pursuant to any Work Order, ownership of Final Edit Version of such deliverable delivered pursuant to such Work Order will be transferred to Client.
15. Work that constitutes copyrightable subject matter will be considered "works made for hire" to the extent permitted under the United States Copyright Act. Specifically, the copyright to any raw materials (video or photo images) created by the Company remain with the Company.
16. All deliverables set forth in any Work Order, subject to acceptance of such deliverable by Client shall be delivered to Client containing all edits and adjustments deemed necessary by Company to satisfy the applicable acceptance criteria set forth in the applicable Work Order, if any. Client shall only retain ownership in, the Final Edit Version of any deliverable and ownership of all other intellectual property and work product (including, but not limited to any and all processes, techniques, formulas, analysis, strategies, tactics, methods, procedures, material(s) and footages created but not used in any deliverables such as outtakes and B-roll, and other operational instructions whether or not protectable under applicable law, that are

created for Client by Company and whether they be created by independent contractors, employees or subcontractors of Company) associated with such deliverables (the "Company Work Product") shall be retained by Company.

17. Company shall, on Client request, deliver, at Client's sole cost, any unused "raw" video. Copyright of such video remains with Company. However, a non-exclusive, worldwide, royalty-free license to use these materials is granted upon full payment of the Service Fees.
18. Client hereby grants to Company a non-exclusive, worldwide, royalty-free license to use the Client Brand and any Final Edit Version of any deliverable solely for the purpose of use in connection with the Company's physical or electronic portfolio and/or website that Company shows to other potential clients in the ordinary course of Company's business. This permission can be revoked by Client by 14-day written notice to Company.
19. The Services will be performed in a timely, competent, professional, and workmanlike manner by qualified personnel.
20. All services performed by Company and all information and other materials disclosed between the parties prior to the Effective Date will be governed by the terms of this Agreement, except where the services are covered by a separate agreement between Company and Client.
21. It is the express intention of the parties that Company perform the Services as an independent contractor.
22. Company shall not be liable for any failure to perform its obligations under this Agreement if such failure arises, directly or indirectly, out of any acts of God, acts of government, flood, fire, earthquakes, civil unrest, acts of terror, strikes or other labor problems, computer, telecommunications, Internet service provider or hosting facility failures or delays involving hardware, software or power systems not within Company's possession or reasonable control (including, but not limited to, delays or destruction of electronic data or information resulting from failures of hard drives, storage disks, thumb drives or other such digital media memory cards on which such information was held), denial of service attacks, incompatibility of Client's equipment or software with Company's equipment or software, acts or omissions of vendors or suppliers, transportation and telecommunications difficulties.
23. EACH PARTY WILL NOT, UNDER ANY CIRCUMSTANCES, BE LIABLE TO THE OTHER PARTY FOR CONSEQUENTIAL, INCIDENTAL, SPECIAL, PUNITIVE, OR EXEMPLARY DAMAGES ARISING OUT OF OR RELATED TO THE TRANSACTION CONTEMPLATED UNDER THIS AGREEMENT, INCLUDING BUT NOT LIMITED TO LOST PROFITS OR LOSS OF BUSINESS, EVEN IF A PARTY IS APPRISED OF THE LIKELIHOOD OF SUCH DAMAGES OCCURRING. THIS LIMITATION WILL APPLY EVEN IF THE REMEDIES AVAILABLE IN THIS AGREEMENT HAVE FAILED OF THEIR ESSENTIAL PURPOSE.
24. NOTWITHSTANDING ANYTHING TO THE CONTRARY IN THIS AGREEMENT, IN NO EVENT SHALL COMPANY'S TOTAL AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT, WHETHER INCURRED WITH RESPECT TO ONE CLAIM, OR CUMULATIVELY INCURRED FROM MULTIPLE RELATED OR UNRELATED CLAIMS ARISING UNDER THIS AGREEMENT FROM TIME TO TIME, AND WHETHER IN CONTRACT, TORT OR UNDER ANY OTHER THEORY OF LIABILITY, EXCEED AN AMOUNT EQUAL TO THE TOTAL AMOUNTS PAID BY CLIENT TO COMPANY DURING THE TWELVE (12) MONTH PERIOD PRIOR TO THE EVENT GIVING RISE TO THE FIRST CLAIM BROUGHT HEREUNDER.
25. Client shall pay all Company costs of collection and enforcement of this Agreement when incurred, including, without limitation, reasonable attorneys' fees, costs and expenses incurred before, after or in connection with any failure by Client to pay any undisputed amounts due pursuant to this Agreement. Notwithstanding the foregoing, in the event that of

any dispute between the parties, the non-prevailing party shall pay all reasonable fees and expenses, including, without limitation, reasonable attorneys' fees and costs, incurred by the prevailing party.

26. This Agreement will be interpreted, construed, and enforced in all respects in accordance with the local laws of the State of California, without reference to its choice of law rules. The parties agree that any action arising out of or in connection with this Agreement will be heard in the federal, state, or local courts in San Diego, California, and each party hereby irrevocably consents to the exclusive jurisdiction and venue of these courts.
27. Any waiver of the provisions of this Agreement or of a party's rights or remedies under this Agreement must be in writing to be effective. Failure, neglect, or delay by a party to enforce the provisions of this Agreement or its rights or remedies at any time, will not be construed as a waiver of the party's rights under this Agreement and will not in any way affect the validity of the whole or any part of this Agreement or prejudice the party's right to take subsequent action. Exercise or enforcement by either party of any right or remedy under this Agreement will not preclude the enforcement by the party of any other right or remedy under this Agreement or that the party is entitled by law to enforce.
28. If any term, condition, or provision in this Agreement is found to be invalid, unlawful, or unenforceable to any extent, the parties will endeavor in good faith to agree to amendments that will preserve, as far as possible, the intentions expressed in this Agreement. If the parties fail to agree on an amendment, the invalid term, condition, or provision will be severed from the remaining terms, conditions, and provisions of this Agreement, which will continue to be valid and enforceable to the fullest extent permitted by law.
29. This Agreement and all exhibits contain the entire agreement of the parties with respect to the subject matter of this Agreement and supersede all previous communications, representations, understandings, and agreements, either oral or written, between the parties with respect to said subject matter. No terms, provisions, or conditions of any purchase order, acknowledgement, or other business form that either party may use in connection with the transactions contemplated by this Agreement will have any effect on the rights, duties, or obligations of the parties under, or otherwise modify, this Agreement, regardless of any failure of a receiving party to object to these terms, provisions, or conditions. This Agreement may not be amended, except by a writing signed by both parties.

The parties authorized representatives have duly executed this Agreement, effective as of the Effective Date:

Signature	Date	Signature	Date
Mike Watson Executive Producer Mike Watson dba Video Approach 5730 Bounty St San Diego, CA 92120		Meghan Freeman CEO Elite Academic Academy	

Elite Academic Academy  
 Work Order #01272023

Project Summary:

Conceive, produce, shoot, and edit a series of videos for Elite Academic Academy

Deliverables:

Various videos to be negotiated and mutually agreed upon in writing before the beginning of pre-production of any video

Cost:

	Unit Cost	Qty	Ext
Pre-Produce, hourly	\$110.00	10	\$1,100.00
			\$0.00
Shoot Day	\$1,295.00	2	\$2,590.00
Producer, Shoot Day	\$650.00	2	\$1,300.00
			\$0.00
Post Produce	\$110.00	4	
Edit	\$110.00	25	\$2,750.00
Music	\$40.00	4	\$160.00
			\$7,900.00

Payment Schedule

NET 30

Project Contacts:

Client: Meghan Freeman, [mfreeman@eliteacademic.com](mailto:mfreeman@eliteacademic.com)

Company: Mike Watson, [mike@videoapproach.com](mailto:mike@videoapproach.com), o: 619-928-4336, c: 858-740-7355

Signature	Date	Signature	Date
Mike Watson Executive Producer Mike Watson dba Video Approach 5730 Bounty St San Diego, CA 92120		Meghan Freeman CEO Elite Academic Academy	



**INTERNSHIP  
MEMORANDUM OF UNDERSTANDING  
BETWEEN  
(BUSINESS NAME)  
AND ELITE ACADEMIC ACADEMY**

This Memorandum of Understanding (“Agreement”), dated for convenience (date) is entered into by and between \_\_\_\_\_ (“Business/ Organization”) and Elite Academic Academy (“EAA” or “Elite Academic Academy Lucerne” or “Elite Academic Academy Mountain Empire”) (collectively, the “Parties”) in order to provide unpaid internship placement(s) for student intern(s) (the “Interns”) in the Business/Organization, as detailed in this Agreement (referred to herein as the “Internship”). Certain background facts are as follows:

A. The Parties acknowledge and agree that the Interns are full-time High School students at EAA and are earning High School credit for participating in the Internship. Because the Intern is participating in an educational program, the Intern is not considered an employee of Business/Organization and will not be paid or entitled to any type of compensation from the Business/Organization for their time participating in the Internship.

B. The Parties acknowledge and agree that the Internship is for the benefit of the Interns and the purpose of the Internship is to provide on-the-job types of training and learning experiences to the Interns, in order to develop students’ career tools, job skills, occupational competencies, and enhance their marketability in the vocational area. The Internship is an education program, and although the Intern will be involved in the actual operation of the Business/Organization’s business, the training that will be provided to the Interns is similar to that which would be given in a vocational school.

C. The Parties agree that the term of this Agreement shall be from (School year dates) unless terminated earlier pursuant to the Termination section of this Agreement.

Accordingly, in order to effectuate the purpose and benefits of this Agreement, the Parties further agree to the terms and conditions provided below.

**1. ROLES AND RESPONSIBILITIES OF EAA**

EAA shall:

- A. Offer qualified Intern(s) from EAA for an internship with the Business/Organization.
- B. Provide the Intern(s) and the Business/Organization with an orientation regarding the goals and objectives of the Internship(s).
- C. Provide a certificated Supervising Teacher to check in regularly with the Business/Organization’s site coordinator, and with the Intern(s), regarding the progress of the Internship. The goal of the check-ins is to support and facilitate a successful internship experience for all participants.
- D. Provide a final evaluation for Intern(s) and the Business/Organization to complete at the end of the Internship.
- E. Inform the Interns that they will not be entitled to any type of compensation for the

time spent in the Internship.

- F. Inform the Interns that they are not necessarily entitled to a job at the conclusion of the Internship.
- G. Carry insurance covering the Intern(s) placed in the Business/Organization pursuant to this Agreement and covering the EAA staff who may visit the site of the Business/Organization pursuant to this Agreement.

## 2. ROLES AND RESPONSIBILITIES OF BUSINESS / ORGANIZATION

Business/Organization shall:

- A. Select qualified Intern(s) from EAA students eligible for internship placement.
- B. Provide for **one** Intern, an internship placement of sixty (60) hours during a school semester (fall, spring, summer) worth five high school credits.
- C. Assign an intern coordinator and ensure that he/she plans the Internship, facilitates the daily responsibilities of the Intern(s), and closely supervises and mentors the Intern(s) in the work setting during the term of the Internship.
- D. Provide a safe and supervised work environment.
- E. Provide the Intern(s) with meaningful work responsibilities and experience in the different departments of the Business/Organization, in order to educate the Intern(s) about the industry/field of the Business/Organization.
- F. Provide Intern(s) with an initial orientation and review all details with Intern (vision, mission of company, rules and regulations, etc.)
- G. Provide the Intern with multiple opportunities to schedule Internship hours including after school and weekends based upon availability.
- H. Ensure that the intern coordinator oversees the completion of forms and agreements required by the Business/Organization.
- I. Ensure that the intern coordinator checks in regularly with the EAA Supervising Teacher as to the Intern's progress.
- J. Engage Intern(s) in Internship-related activities at all times during the Internship .
- K. Require Intern(s) to complete timesheets.
- L. Provide written or verbal notification to the supervising teacher immediately if the Intern does not follow the Business/Organization rules and regulations.
- M. Maintain the right to terminate the Internship if, after communicating with supervising teacher and Intern, remedies to the problem are not successful or available.
- N. Ensure that intern coordinator completes final evaluation of intern(s) work and submits evaluation to EAA within one week after the completion of the Internship.
- O. Not displace any of its regular employees as a result of the placement of the Intern.
- P. Not pay the Intern any form of compensation for time spent by the Intern in the Internship.
- Q. Understand that EAA programs, activities, and practices shall be free from discrimination based on actual or perceived race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression or any other characteristic protected by law; or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics. Business/Organization agrees that it shall operate the Internship in conformity with this non
  - a. discrimination statement.
- R. Assume no obligation to employ the Intern after the Internship is complete.

### 3. INSURANCE

Without in any way limiting liability pursuant to the "Indemnification" section of this Agreement, the Business/Organization shall procure and maintain during the term of this Agreement the liability coverages set forth below. Such coverages shall be primary and noncontributory. Limits of liability for each type of liability coverage shall be at least \$1 million per claim per occurrence/\$2 million aggregate. (Coverage is not my area of expertise but will provide comments to the best of my ability).

#### A. General Liability:

1. Commercial General Liability for Bodily Injury, Personal Injury and Property Damage.
2. The District is to be named as "additional insured" by separate endorsement.  
**Certificate holder to be named: Elite Academic Academy, its board, officers, employees and agents.**
3. 30-day notice of intent to cancel, non-renewal, or material change in coverage.

#### B. Automobile Liability (If Intern will ever be expected to be in a Business/Organization automobile):

1. Coverage to include "Owned, non-Owned, and Hired" automobiles.
2. 30-day notice of intent to cancel, non-renewal, or material change in coverage.

C. For questions regarding insurance, contact [HR@Eliteacademic.com](mailto:HR@Eliteacademic.com).

### 4. INDEMNIFICATION

- A. The Business/Organization agrees to indemnify and hold harmless EAA and its Board, officers, employees and agents, against all claims, demands, damages, costs, expenses of whatever nature, including court costs and reasonable attorney fees, arising out of or resulting directly or indirectly from the negligent or intentional acts or omissions of the Business/Organization or its Board, officers or employees, Notwithstanding the foregoing, Business/Organization shall have no obligation under this Section with respect to any Loss (how is "Loss" defined) that is caused by the sole negligence or willful misconduct of EAA and is not contributed to by any act or omission (including any failure to perform any duty imposed by law) by Business/Organization, its subcontractors or either's agent or employee, as determined by a court of competent jurisdiction.
- B. EAA agrees to indemnify and hold harmless the Business/Organization and its Board, officers, employees and agents, against all claims, demands, damages, costs, expenses of whatever nature, including court costs and reasonable attorney fees, arising out of or resulting directly or indirectly from the negligent or intentional acts or omissions of the School, its Board, officers or employees. Notwithstanding the foregoing, EAA shall have no obligation under this Section with respect to any Loss that is caused by the sole negligence or willful misconduct of Business/Organization and is not contributed to by any act or omission (including any failure to perform any duty imposed by law) by EAA, its subcontractors or either's agent or employee, as determined by a court of competent jurisdiction.
- C. In the event of concurrent negligence of more than one Party, its Board, officers, employees or agents, as determined by a court of competent jurisdiction, the liability for any and all Claims shall be apportioned under the California theory of comparative negligence as presently established or as may hereafter be modified. Nothing in this Agreement shall constitute a waiver or limitation of any rights that a Party may have under applicable law in the event of concurrent negligence of persons or entities other than the Parties.
- D. The Parties agree to reasonably cooperate with each other in the investigation and

disposition of third-party liability claims arising out of any Internship entered into pursuant to the terms of this Agreement. It is the intention of the Parties to reasonably cooperate in the disposition of all such claims. Such cooperation may include joint investigation, defense and disposition of claims of third parties arising from services performed under this Agreement. The Parties agree to promptly inform one another whenever an incident report, claim or complaint is filed or when an investigation is initiated concerning any Internship entered into pursuant to the terms of this Agreement. In the event of a conflict in interest, each Party may conduct its own investigation and engage its own counsel.

E. The provisions of this Section shall survive the termination or expiration of this Agreement.

**5. TERMINATION**

This Agreement may be terminated by the mutual written agreement of both Parties. Alternatively, either Party may terminate this Agreement with thirty (30) days prior written notice to the other. This Agreement may be terminated immediately by either Party if there is a failure to comply with the terms and conditions provided in this Agreement.

**6. NOTICE TO THE PARTIES**

All notices to be given by the parties hereto shall be in writing and served by depositing the same in the United States Post Office, postage prepaid and registered, as follows:

**NOTICE TO EAA:**

DISTRICT SITE/ DEPT.	Elite Academic Academy
HEAD OF SITE/ DEPT.	Meghan Freeman, CEO
STREET ADDRESS	43414 Business Park Drive
CITY, STATE, ZIP	Temecula, CA 92590
TELEPHONE	866-354-8302 ext. 705
CONTACT PERSON	Ashlea Kirkland
EMAIL ADDRESS	AKirkland@EliteAcademic.com

**NOTICE TO THE BUSINESS / ORGANIZATION:**

BUSINESS/ORGANIZATION:	
CONTACT PERSON	
STREET ADDRESS	
CITY, STATE, ZIP	
TELEPHONE	
EMAIL ADDRESS	

**7. PARTY SIGNATURES TO THE AGREEMENT**

IN WITNESS WHEREOF the Parties hereto have executed this Agreement, approved on the date of \_\_\_\_\_.

( BUSINESS NAME )

**For Elite Academic Academy**

APPROVED:

APPROVED:

By: \_\_\_\_\_

\_\_\_\_\_  
**CEO,  
Elite Academic Academy**

# Elite Academic Academy- Mountain Empire

## 2021-2022 School Accountability Report Card

### (Published During the 2022-2023 School Year)

#### General Information about the School Accountability Report Card (SARC)

##### SARC Overview



By February 1 of each year, every school in California is required by state law to publish a School Accountability Report Card (SARC). The SARC contains information about the condition and performance of each California public school. Under the Local Control Funding Formula (LCFF) all local educational agencies (LEAs) are required to prepare a Local Control and Accountability Plan (LCAP), which describes how they intend to meet annual school-specific goals for all pupils, with specific activities to address state and local priorities. Additionally, data reported in an LCAP is to be consistent with data reported in the SARC.

For more information about SARC requirements and access to prior year reports, see the California Department of Education (CDE) SARC web page at <https://www.cde.ca.gov/ta/ac/sa/>

For more information about the LCFF or the LCAP, see the CDE LCFF web page at <https://www.cde.ca.gov/fg/aa/lc/>

For additional information about the school, parents/guardians and community members should contact the school principal or the district office.

##### DataQuest



DataQuest is an online data tool located on the CDE DataQuest web page at <https://dq.cde.ca.gov/dataquest/> that contains additional information about this school and comparisons of the school to the district and the county. Specifically, DataQuest is a dynamic system that provides reports for accountability (e.g., test data, enrollment, high school graduates, dropouts, course enrollments, staffing, and data regarding English learners).

##### California School Dashboard



The California School Dashboard (Dashboard) <https://www.caschooldashboard.org/> reflects California's new accountability and continuous improvement system and provides information about how LEAs and schools are meeting the needs of California's diverse student population. The Dashboard contains reports that display the performance of LEAs, schools, and student groups on a set of state and local measures to assist in identifying strengths, challenges, and areas in need of improvement.

##### Internet Access

Internet access is available at public libraries and other locations that are publicly accessible (e.g., the California State Library). Access to the Internet at libraries and public locations is generally provided on a first-come, first-served basis. Other use restrictions may include the hours of operation, the length of time that a workstation may be used (depending on availability), the types of software programs available on a workstation, and the ability to print documents.

## 2022-23 School Contact Information

<b>School Name</b>	Elite Academic Academy- Mountain Empire
<b>Street</b>	43414 Business Park Dr.
<b>City, State, Zip</b>	Temecula, CA 92590
<b>Phone Number</b>	(866) 354-8302 Ext. 704
<b>Principal</b>	Meghan Freeman
<b>Email Address</b>	mfreeman@eliteacademic.com
<b>School Website</b>	www.eliteacademic.com
<b>County-District-School (CDS) Code</b>	37682130136978

## 2022-23 District Contact Information

<b>District Name</b>	Elite Academic Academy-Mountain Empire
<b>Phone Number</b>	8663548302
<b>Superintendent</b>	Meghan Freeman
<b>Email Address</b>	mfreeman@eliteacademic.com
<b>District Website Address</b>	<a href="https://www.eliteacademic.com/">https://www.eliteacademic.com/</a>

## 2022-23 School Overview

**Mission**  
Elite Academic Academy is committed to pursuing and maintaining educational excellence and unparalleled flexibility to achieve academic distinction in an independent study platform.

**Vision**  
Elite Academic Academy harnesses the power of flexible learning environments to provide a superior education for our students. Working with all stakeholders, we create an individualized learning environment designed to enable each student to gain the skills necessary to achieve their long-term educational, professional, and personal goals and dreams.

## About this School

### 2021-22 Student Enrollment by Grade Level

Grade Level	Number of Students
Kindergarten	55
Grade 1	56
Grade 2	63
Grade 3	62
Grade 4	62
Grade 5	51
Grade 6	54
Grade 7	56
Grade 8	48
Grade 9	47
Grade 10	42
Grade 11	37
Grade 12	42
Total Enrollment	675

### 2021-22 Student Enrollment by Student Group

Student Group	Percent of Total Enrollment
Female	52.1
Male	47.6
American Indian or Alaska Native	0.4
Asian	2.8
Black or African American	3.7
Filipino	0.7
Hispanic or Latino	37.5
Native Hawaiian or Pacific Islander	0.6
Two or More Races	10.1
White	42.5
English Learners	4.3
Foster Youth	0.1
Homeless	3.3
Migrant	0.0
Socioeconomically Disadvantaged	40.4
Students with Disabilities	11.3



## **A. Conditions of Learning** **State Priority: Basic**

The SARC provides the following information relevant to the State priority: Basic (Priority 1):

- Degree to which teachers are appropriately assigned and fully credentialed in the subject area and for the pupils they are teaching;
- Pupils have access to standards-aligned instructional materials; and
- School facilities are maintained in good repair

## 2020-21 Teacher Preparation and Placement

Authorization/Assignment	School Number	School Percent	District Number	District Percent	State Number	State Percent
Fully (Preliminary or Clear) Credentialed for Subject and Student Placement (properly assigned)	30.25	100	131.90	60.46	228366.10	83.12
Intern Credential Holders Properly Assigned	0.00	0.00	0.70	0.34	4205.90	1.53
Teachers Without Credentials and Misassignments (“ineffective” under ESSA)	0	0	11.50	5.27	11216.70	4.08
Credentialed Teachers Assigned Out-of-Field (“out-of-field” under ESSA)	0	0	54.10	24.82	12115.80	4.41
Unknown	0	0	19.80	9.10	18854.30	6.86
<b>Total Teaching Positions</b>	<b>30.25</b>	<b>100.00</b>	<b>218.20</b>	<b>100.00</b>	<b>274759.10</b>	<b>100.00</b>

Note: The data in this table is based on Full Time Equivalent (FTE) status. One FTE equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time. Additionally, an assignment is defined as a position that an educator is assigned based on setting, subject, and grade level. An authorization is defined as the services that an educator is authorized to provide to students.

## 2021-22 Teacher Preparation and Placement

Authorization/Assignment	School Number	School Percent	District Number	District Percent	State Number	State Percent
Fully (Preliminary or Clear) Credentialed for Subject and Student Placement (properly assigned)	40.15	100				
Intern Credential Holders Properly Assigned						
Teachers Without Credentials and Misassignments (“ineffective” under ESSA)						
Credentialed Teachers Assigned Out-of-Field (“out-of-field” under ESSA)						
Unknown						
<b>Total Teaching Positions</b>	<b>40.15</b>	<b>100</b>				

2021-22 data was not included as part of the initial release of data on 1/13/23. The CDE has indicated that the data will be available after the 2/1/23 SARC deadline. The data will be populated when it is published by the CDE.

Note: The data in this table is based on Full-Time Equivalent (FTE) status. One FTE equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time. Additionally, an assignment is defined as a position that an educator is assigned based on setting, subject, and grade level. An authorization is defined as the services that an educator is authorized to provide to students.

## Teachers Without Credentials and Misassignments (considered “ineffective” under ESSA)

Authorization/Assignment	2020-21	2021-22
Permits and Waivers	0.00	
Misassignments	0	
Vacant Positions	0.00	
<b>Total Teachers Without Credentials and Misassignments</b>	<b>0</b>	

2021-22 data was not included as part of the initial release of data on 1/13/23. The CDE has indicated that the data will be available after the 2/1/23 SARC deadline. The data will be populated when it is published by the CDE.

## Credentialed Teachers Assigned Out-of-Field (considered “out-of-field” under ESSA)

Indicator	2020-21	2021-22
Credentialed Teachers Authorized on a Permit or Waiver	0.00	
Local Assignment Options	0	
<b>Total Out-of-Field Teachers</b>	<b>0</b>	

2021-22 data was not included as part of the initial release of data on 1/13/23. The CDE has indicated that the data will be available after the 2/1/23 SARC deadline. The data will be populated when it is published by the CDE.

## 2021-22 Class Assignments

Indicator	2020-21	2021-22
<b>Misassignments for English Learners</b> (a percentage of all the classes with English learners taught by teachers that are misassigned)	0	
<b>No credential, permit or authorization to teach</b> (a percentage of all the classes taught by teachers with no record of an authorization to teach)	0	

2021-22 data was not included as part of the initial release of data on 1/13/23. The CDE has indicated that the data will be available after the 2/1/23 SARC deadline. The data will be populated when it is published by the CDE.

Note: For more information refer to the Updated Teacher Equity Definitions web page at <https://www.cde.ca.gov/pd/ee/teacherequitydefinitions.asp>.

## 2022-23 Quality, Currency, Availability of Textbooks and Other Instructional Materials

Elite Academic Academy uses a variety of state approved Common Core Aligned Curriculum in all core academic subject areas. We do not adopt one/two curriculum options, as many traditional schools do, but work to know our students and match a state approved curriculum to them. This allows for students to find the best curriculum for their specific needs. Teachers have curriculum guides, training manuals and there are a variety of choices for our families. Credentialed experts also create proprietary courses for our students to ensure relevancy in today's world. Please see our chartering petition and website for a list of the curriculum. Please note that as the state approved additional textbooks and instructional materials, this list grows. We are a WASC Accredited and NCAA school of choice. Our curriculum choices ensure rigor and ample opportunity for all students who want to pursue a four year degree and a college athletic scholarship. We also offer many CTE Pathways and ensure that our students who are interested in college/career have curriculum that allows for career advancement.

Year and month in which the data were collected

January 2021

Subject	Textbooks and Other Instructional Materials/year of Adoption	From Most Recent Adoption ?	Percent Students Lacking Own Assigned Copy
<b>Reading/Language Arts</b>	Elite Academic Academy uses a variety of state approved Common Core Aligned Curriculum for ELA. We do not adopt one/two curriculum options, as many traditional schools do, but work to know our students and match a state approved curriculum to them. This allows for students and families to find the best curriculum for their specific needs. Teachers have curriculum guides and training manuals to support the curriculum. Credentialed experts also create proprietary courses for our students to ensure relevancy in today's world. Please see our chartering petition and website for a list of the curriculum. Please note that as the state approves additional textbooks and instructional materials, this list grows.	Yes	0
<b>Mathematics</b>	Elite Academic Academy uses a variety of state approved Common Core Aligned Curriculum for Mathematics. We do not adopt one/two curriculum options, as many traditional schools do, but work to know our students and match a state approved curriculum to them. This allows for students and families to find the best curriculum for their specific needs. Teachers have curriculum guides and training manuals to support the curriculum. Credentialed experts also create proprietary courses for our students to ensure relevancy in today's world. Please see our chartering petition and website for a list of the curriculum. Please note that as the state approves additional textbooks and instructional materials, this list grows.	Yes	0
<b>Science</b>	Elite Academic Academy uses a variety of state approved Common Core Aligned Curriculum Science. We do not adopt one/two curriculum options, as many traditional schools do, but work to know our students and match a state approved curriculum to them. This allows for students and families to find the best curriculum for their specific needs. Teachers have curriculum guides and training manuals to support the curriculum. Credentialed experts also create proprietary courses for our students to ensure relevancy in today's world. Please see our chartering petition and website for a list of the curriculum. Please note that as the state approves additional textbooks and instructional materials, this list grows.	Yes	0
<b>History-Social Science</b>	Elite Academic Academy uses a variety of state approved Common Core Aligned Curriculum for History and Social Science. We do not adopt one/two curriculum options, as	Yes	0

	many traditional schools do, but work to know our students and match a state approved curriculum to them. This allows for students and families to find the best curriculum for their specific needs. Teachers have curriculum guides and training manuals to support the curriculum. Credentialed experts also create proprietary courses for our students to ensure relevancy in today's world. Please see our chartering petition and website for a list of the curriculum. Please note that as the state approves additional textbooks and instructional materials, this list grows.		
<b>Foreign Language</b>	Elite Academic Academy uses a variety of state approved Common Core Aligned Curriculum for Foreign Languages. We do not adopt one/two curriculum options, as many traditional schools do, but work to know our students and match a state approved curriculum to them. This allows for students and families to find the best curriculum for their specific needs. Teachers have curriculum guides and training manuals to support the curriculum. Credentialed experts also create proprietary courses for our students to ensure relevancy in today's world. Please see our chartering petition and website for a list of the curriculum. Please note that as the state approves additional textbooks and instructional materials, this list grows.	Yes	0
<b>Health</b>	Elite Academic Academy uses a variety of state approved Common Core Aligned Curriculum for Health. We do not adopt one/two curriculum options, as many traditional schools do, but work to know our students and match a state approved curriculum to them. This allows for students and families to find the best curriculum for their specific needs. Teachers have curriculum guides and training manuals to support the curriculum. Credentialed experts also create proprietary courses for our students to ensure relevancy in today's world. Please see our chartering petition and website for a list of the curriculum. Please note that as the state approves additional textbooks and instructional materials, this list grows.	Yes	0
<b>Visual and Performing Arts</b>	Elite Academic Academy uses a variety of state approved Common Core Aligned Curriculum for Visual Performing Arts. We do not adopt one/two curriculum options, as many traditional schools do, but work to know our students and match a state approved curriculum to them. This allows for students and families to find the best curriculum for their specific needs. Teachers have curriculum guides and training manuals to support the curriculum. Credentialed experts also create proprietary courses for our students to ensure relevancy in today's world. Please see our chartering petition and website for a list of the curriculum. Please note that as the state approves additional textbooks and instructional materials, this list grows.	Yes	0
<b>Science Laboratory Equipment (grades 9-12)</b>	Elite Academic Academy uses a variety of state approved Common Core Aligned Curriculum. We do not adopt one/two curriculum options, as many traditional schools do, but work to know our students and match a state approved curriculum to them. This allows for students and families to find the best curriculum for their specific needs. Teachers have curriculum guides and training manuals to support the curriculum. Credentialed experts also create proprietary courses for our students to ensure relevancy in today's world. Please see our chartering petition and website for a list of the curriculum.	Yes	0

Please note that as the state approves additional textbooks and instructional materials, this list grows.

## School Facility Conditions and Planned Improvements

Elite Academic Academy is a non-classroom based charter school. It does not currently have any resource centers. We meet with you families and students in mutually agreed upon public locations. We do have a central administrative office located in Temecula. It is very rare that we hold a parent meeting in this facility. It is meant for the operation and administrative purposed to ensure proper secure storage of business and student files.

Year and month of the most recent FIT report

1/2021

System Inspected	Rate Good	Rate Fair	Rate Poor	Repair Needed and Action Taken or Planned
<b>Systems:</b> Gas Leaks, Mechanical/HVAC, Sewer	X			
<b>Interior:</b> Interior Surfaces	X			
<b>Cleanliness:</b> Overall Cleanliness, Pest/Vermin Infestation	X			
<b>Electrical</b>	X			
<b>Restrooms/Fountains:</b> Restrooms, Sinks/ Fountains	X			
<b>Safety:</b> Fire Safety, Hazardous Materials	X			
<b>Structural:</b> Structural Damage, Roofs	X			
<b>External:</b> Playground/School Grounds, Windows/ Doors/Gates/Fences	X			

## Overall Facility Rate

Exemplary	Good	Fair	Poor
X	X		

### State Priority: Pupil Achievement

The SARC provides the following information relevant to the State priority: Pupil Achievement (Priority 4):

#### Statewide Assessments

(i.e., California Assessment of Student Performance and Progress [CAASPP] System includes the Smarter Balanced Summative Assessments for students in the general education population and the California Alternate Assessments [CAAs] for English language arts/literacy [ELA] and mathematics given in grades three through eight and grade eleven. Only eligible students may participate in the administration of the CAAs. CAAs items are aligned with alternate achievement standards, which are linked with the Common Core State Standards [CCSS] for students with the most significant cognitive disabilities).

The CAASPP System encompasses the following assessments and student participation requirements:

1. **Smarter Balanced Summative Assessments and CAAs for ELA** in grades three through eight and grade eleven.
2. **Smarter Balanced Summative Assessments and CAAs for mathematics** in grades three through eight and grade eleven.
3. **California Science Test (CAST) and CAAs for Science** in grades five, eight, and once in high school (i.e., grade ten, eleven, or twelve).
4. **College and Career Ready**  
The percentage of students who have successfully completed courses that satisfy the requirements for entrance to the University of California and the California State University, or career technical education sequences or programs of study.

#### SARC Reporting in the 2020-2021 School Year Only

Where the most viable option, LEAs were required to administer the statewide summative assessment in ELA and mathematics. Where a statewide summative assessment was not the most viable option for the LEA (or for one or more grade-level[s] within the LEA) due to the pandemic, LEAs were allowed to report results from a different assessment that met the criteria established by the State Board of Education (SBE) on March 16, 2021. The assessments were required to be:

- Aligned with CA CCSS for ELA and mathematics;
- Available to students in grades 3 through 8, and grade 11; and
- Uniformly administered across a grade, grade span, school, or district to all eligible students.

#### Options

Note that the CAAs could only be administered in-person following health and safety requirements. If it was not viable for the LEA to administer the CAAs in person with health and safety guidelines in place, the LEA was directed to not administer the tests. There were no other assessment options available for the CAAs. Schools administered the Smarter Balanced Summative Assessments for ELA and mathematics, other assessments that meet the SBE criteria, or a combination of both, and they could only choose one of the following:

- Smarter Balanced ELA and mathematics summative assessments;
- Other assessments meeting the SBE criteria; or
- Combination of Smarter Balanced ELA and mathematics summative assessments and other assessments.

The percentage of students who have successfully completed courses that satisfy the requirements for entrance to the University of California and the California State University, or career technical education sequences or programs of study.

## Percentage of Students Meeting or Exceeding the State Standard on CAASPP

This table displays CAASPP test results in ELA and mathematics for all students grades three through eight and grade eleven taking and completing a state-administered assessment.

The 2020-21 data cells have N/A values because these data are not comparable to other year data due to the COVID-19 pandemic during the 2020-21 school year. Where the CAASPP assessments in ELA and/or mathematics is not the most viable option, the LEAs were allowed to administer local assessments. Therefore, the 2020-21 data between school years for the school, district, state are not an accurate comparison. As such, it is inappropriate to compare results of the 2020-21 school year to other school years.

Percentages are not calculated when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

ELA and mathematics test results include the Smarter Balanced Summative Assessment and the CAA. The “Percent Met or Exceeded” is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3-Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Subject	School 2020-21	School 2021-22	District 2020-21	District 2021-22	State 2020-21	State 2021-22
<b>English Language Arts/Literacy</b> (grades 3-8 and 11)	N/A	63	N/A	40	N/A	47
<b>Mathematics</b> (grades 3-8 and 11)	N/A	47	N/A	25	N/A	33



## 2021-22 CAASPP Test Results in ELA by Student Group

This table displays CAASPP test results in ELA by student group for students grades three through eight and grade eleven taking and completing a state-administered assessment.

ELA test results include the Smarter Balanced Summative Assessment and the CAA. The “Percent Met or Exceeded” is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3-Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Double dashes (--) appear in the table when the number of students is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

The number of students tested includes all students who participated in the test whether they received a score or not; however, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

CAASPP Student Groups	CAASPP Total Enrollment	CAASPP Number Tested	CAASPP Percent Tested	CAASPP Percent Not Tested	CAASPP Percent Met or Exceeded
<b>All Students</b>	365	346	94.79	5.21	62.72
<b>Female</b>	190	180	94.74	5.26	73.89
<b>Male</b>	175	166	94.86	5.14	50.60
<b>American Indian or Alaska Native</b>	--	--	--	--	--
<b>Asian</b>	--	--	--	--	--
<b>Black or African American</b>	--	--	--	--	--
<b>Filipino</b>	--	--	--	--	--
<b>Hispanic or Latino</b>	133	128	96.24	3.76	53.91
<b>Native Hawaiian or Pacific Islander</b>	--	--	--	--	--
<b>Two or More Races</b>	44	40	90.91	9.09	65.00
<b>White</b>	162	153	94.44	5.56	66.01
<b>English Learners</b>	14	14	100.00	0.00	14.29
<b>Foster Youth</b>	0	0	0.00	0.00	0.00
<b>Homeless</b>	--	--	--	--	--
<b>Military</b>	0	0	0.00	0.00	0.00
<b>Socioeconomically Disadvantaged</b>	105	100	95.24	4.76	52.00
<b>Students Receiving Migrant Education Services</b>	0	0	0.00	0.00	0.00
<b>Students with Disabilities</b>	46	40	86.96	13.04	22.50

## 2021-22 CAASPP Test Results in Math by Student Group

This table displays CAASPP test results in Math by student group for students grades three through eight and grade eleven taking and completing a state-administered assessment.

Mathematics test results include the Smarter Balanced Summative Assessment and the CAA. The “Percent Met or Exceeded” is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3-Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Double dashes (--) appear in the table when the number of students is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

The number of students tested includes all students who participated in the test whether they received a score or not; however, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

CAASPP Student Groups	CAASPP Total Enrollment	CAASPP Number Tested	CAASPP Percent Tested	CAASPP Percent Not Tested	CAASPP Percent Met or Exceeded
<b>All Students</b>	365	346	94.79	5.21	47.40
<b>Female</b>	190	180	94.74	5.26	48.33
<b>Male</b>	175	166	94.86	5.14	46.39
<b>American Indian or Alaska Native</b>	--	--	--	--	--
<b>Asian</b>	--	--	--	--	--
<b>Black or African American</b>	--	--	--	--	--
<b>Filipino</b>	--	--	--	--	--
<b>Hispanic or Latino</b>	133	128	96.24	3.76	35.16
<b>Native Hawaiian or Pacific Islander</b>	--	--	--	--	--
<b>Two or More Races</b>	44	40	90.91	9.09	47.50
<b>White</b>	162	153	94.44	5.56	54.90
<b>English Learners</b>	14	14	100.00	0.00	14.29
<b>Foster Youth</b>	0	0	0.00	0.00	0.00
<b>Homeless</b>	--	--	--	--	--
<b>Military</b>	0	0	0.00	0.00	0.00
<b>Socioeconomically Disadvantaged</b>	105	100	95.24	4.76	35.00
<b>Students Receiving Migrant Education Services</b>	0	0	0.00	0.00	0.00
<b>Students with Disabilities</b>	46	40	86.96	13.04	15.00

## CAASPP Test Results in Science for All Students

This table displays the percentage of all students grades five, eight, and High School meeting or exceeding the State Standard.

For any 2020–21 data cells with N/T values indicate that this school did not test students using the CAASPP for Science.

Subject	School 2020-21	School 2021-22	District 2020-21	District 2021-22	State 2020-21	State 2021-22
<b>Science</b> (grades 5, 8 and high school)	35.8	38.07	14.43	16.48	28.5	29.47

## 2021-22 CAASPP Test Results in Science by Student Group

This table displays CAASPP test results in Science by student group for students grades five, eight, and High School. Double dashes (--) appear in the table when the number of students is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Student Group	Total Enrollment	Number Tested	Percent Tested	Percent Not Tested	Percent Met or Exceeded
<b>All Students</b>	194	176	90.72	9.28	38.07
<b>Female</b>	106	99	93.4	6.6	36.36
<b>Male</b>	88	77	87.5	12.5	40.26
<b>American Indian or Alaska Native</b>	--	--	--	--	--
<b>Asian</b>	--	--	--	--	--
<b>Black or African American</b>	--	--	--	--	--
<b>Filipino</b>	--	--	--	--	--
<b>Hispanic or Latino</b>	84	77	91.67	8.33	27.27
<b>Native Hawaiian or Pacific Islander</b>	0	0	0	0	0
<b>Two or More Races</b>	19	17	89.47	10.53	23.53
<b>White</b>	80	72	90	10	51.39
<b>English Learners</b>	--	--	--	--	--
<b>Foster Youth</b>	0	0	0	0	0
<b>Homeless</b>	--	--	--	--	--
<b>Military</b>	0	0	0	0	0
<b>Socioeconomically Disadvantaged</b>	60	52	86.67	13.33	28.85
<b>Students Receiving Migrant Education Services</b>	0	0	0	0	0
<b>Students with Disabilities</b>	25	22	88	12	13.64

## 2021-22 Career Technical Education Programs

Career Technical Education (CTE) is an academic program that prepares students for postsecondary education for College and Career. CTE provides students with a unique opportunity to integrate core academic courses with technical skills and occupational knowledge and opportunities. Elite Academic provides students with various pathways to choose from in order to prepare students for their post-secondary career/education within the field of their choice. Students from Elite Academic CTE programs will be prepared to lead with 21st-century skills and industry certifications/skills.

### CTE Pathways 9-12th

Arts, Media and Entertainment Pathway (VAPA Academy)  
 Marketing, Sales and Service Pathway (Marketing Academy)  
 Hospitality, Tourism & Recreation Pathway (Adventure Academy)  
 Public Service Pathway (Public Service Academy)  
 Fashion Design Pathway  
 Interior Design Pathway

### CTE Staff

Ashlea Kirkland, CTE Director  
 Thomas Olson, CTE Credentialed Teacher  
 Nolan Smith, CTE Credentialed Teacher

## 2021-22 Career Technical Education (CTE) Participation

Measure	CTE Program Participation
Number of Pupils Participating in CTE	240
Percent of Pupils that Complete a CTE Program and Earn a High School Diploma	
Percent of CTE Courses that are Sequenced or Articulated Between the School and Institutions of Postsecondary Education	

## Course Enrollment/Completion

This table displays the course enrollment/completion of University of California (UC) and/or California State University (CSU) admission requirements.

UC/CSU Course Measure	Percent
2021-22 Pupils Enrolled in Courses Required for UC/CSU Admission	73.61
2020-21 Graduates Who Completed All Courses Required for UC/CSU Admission	29.27

## B. Pupil Outcomes

### State Priority: Other Pupil Outcomes

The SARC provides the following information relevant to the State priority: Other Pupil Outcomes (Priority 8): Pupil outcomes in the subject area of physical education.

#### 2021-22 California Physical Fitness Test Results

This table displays the percentage of students participating in each of the five fitness components of the California Physical Fitness Test Results. Due to changes to the 2021-22 PFT administration, only participation results are required for these five fitness areas. Percentages are not calculated and double dashes (--) appear in the table when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Grade Level	Component 1: Aerobic Capacity	Component 2: Abdominal Strength and Endurance	Component 3: Trunk Extensor and Strength and Flexibility	Component 4: Upper Body Strength and Endurance	Component 5: Flexibility
Grade 5	81.81	81.81	81.81	81.81	81.81
Grade 7	69.23	69.23	69.23	69.23	69.23
Grade 9	69.38	69.38	69.38	69.38	69.38

## C. Engagement

### State Priority: Parental Involvement

The SARC provides the following information relevant to the State priority: Parental Involvement (Priority 3): Efforts the school district makes to seek parent input in making decisions regarding the school district and at each school site.

#### 2022-23 Opportunities for Parental Involvement

Elite Academic Academy educates and involves parents and community members to understand the school's purpose by:

- \*Maintaining a robust website that has a parent resource section including access to student/parent handbook
- \*Inviting parents/students to virtual webinars, such as orientation, informational meetings, seminars, mental health, college and career readiness, and so much more!
- \*Hosting an annual Parent Advisory Committee Meetings to develop the LCAP and prepare for Assessment
- \*Providing parents with report cards and access to our Student information Parent Portal
- \*Distributing annual Survey(s) to get input and ensure we are meeting the needs of our stakeholders
- \*Conducting individual meetings with School Counselor and student/parent and SST team, as necessary
- \*Providing the Parent Square Communication App where parents get e-mails and direct access to their teacher at any time.
- \*Sending monthly newsletters to families from Counseling, Technology, VAPA, Athletics, Homeschool, Virtual, and Flex programs with contact information for parents to connect and get support from each department
- \*Hosting regularly scheduled Board Meetings open to the public

## C. Engagement

### State Priority: Pupil Engagement

The SARC provides the following information relevant to the State priority: Pupil Engagement (Priority 5):

- High school dropout rates;
- High school graduation rates; and
- Chronic Absenteeism

#### Dropout Rate and Graduation Rate (Four-Year Cohort Rate)

Indicator	School 2019-20	School 2020-21	School 2021-22	District 2019-20	District 2020-21	District 2021-22	State 2019-20	State 2020-21	State 2021-22
<b>Dropout Rate</b>	5.88	22.73	4.8		16.5	17.8		8.9	7.8
<b>Graduation Rate</b>	76.47	68.18	92.9		68	76.7		84.2	87

#### 2021-22 Graduation Rate by Student Group (Four-Year Cohort Rate)

This table displays the 2021-22 graduation rate by student group. For information on the Four-Year Adjusted Cohort Graduation Rate (ACGR), visit the CDE Adjusted Cohort Graduation Rate web page at [www.cde.ca.gov/ds/ad/acgrinfo.asp](http://www.cde.ca.gov/ds/ad/acgrinfo.asp).

Student Group	Number of Students in Cohort	Number of Cohort Graduates	Cohort Graduation Rate
<b>All Students</b>	42	39	92.9
<b>Female</b>	25	22	88.0
<b>Male</b>	17	17	100.0
<b>American Indian or Alaska Native</b>	0	0	0.0
<b>Asian</b>	--	--	--
<b>Black or African American</b>	0	0	0.0
<b>Filipino</b>	0	0	0.0
<b>Hispanic or Latino</b>	23	21	91.3
<b>Native Hawaiian or Pacific Islander</b>	0	0	0.0
<b>Two or More Races</b>	--	--	--
<b>White</b>	13	12	92.3
<b>English Learners</b>	--	--	--
<b>Foster Youth</b>	0	0	0.0
<b>Homeless</b>	--	--	--
<b>Socioeconomically Disadvantaged</b>	33	31	93.9
<b>Students Receiving Migrant Education Services</b>	0	0	0.0
<b>Students with Disabilities</b>	--	--	--

## 2021-22 Chronic Absenteeism by Student Group

Student Group	Cumulative Enrollment	Chronic Absenteeism Eligible Enrollment	Chronic Absenteeism Count	Chronic Absenteeism Rate
All Students	1063	886	83	9.4
Female	565	480	49	10.2
Male	496	404	33	8.2
American Indian or Alaska Native	14	3	0	0.0
Asian	32	30	0	0.0
Black or African American	36	29	2	6.9
Filipino	10	7	1	14.3
Hispanic or Latino	443	358	52	14.5
Native Hawaiian or Pacific Islander	6	3	0	0.0
Two or More Races	88	82	5	6.1
White	420	362	23	6.4
English Learners	48	35	5	14.3
Foster Youth	1	1	0	0.0
Homeless	25	24	1	4.2
Socioeconomically Disadvantaged	420	347	50	14.4
Students Receiving Migrant Education Services	0	0	0	0.0
Students with Disabilities	100	98	12	12.2

### C. Engagement

#### State Priority: School Climate

The SARC provides the following information relevant to the State priority: School Climate (Priority 6):

- Pupil suspension rates;
- Pupil expulsion rates; and
- Other local measures on the sense of safety

## Suspensions and Expulsions

This table displays suspensions and expulsions data collected between July through February, partial school year due to the COVID-19 pandemic. The 2019-20 suspensions and expulsions rate data are not comparable to other year data because the 2019-20 school year is a partial school year due to the COVID-19 crisis. As such, it would be inappropriate to make any comparisons in rates of suspensions and expulsions in the 2019-20 school year compared to other school years.

Subject	School 2019-20	District 2019-20	State 2019-20
Suspensions	0.00	0.43	2.45
Expulsions	0.00	0.00	0.05

This table displays suspensions and expulsions data collected between July through June, each full school year respectively. Data collected during the 2020-21 school year may not be comparable to earlier years of this collection due to differences in learning mode instruction in response to the COVID-19 pandemic.

Subject	School 2020-21	School 2021-22	District 2020-21	District 2021-22	State 2020-21	State 2021-22
Suspensions	0.00	0.00	0.13	1.37	0.20	3.17
Expulsions	0.00	0.00	0.00	0.00	0.00	0.07

## 2021-22 Suspensions and Expulsions by Student Group

Student Group	Suspensions Rate	Expulsions Rate
All Students	0.00	0.00
Female	0.00	0.00
Male	0.00	0.00
American Indian or Alaska Native	0.00	0.00
Asian	0.00	0.00
Black or African American	0.00	0.00
Filipino	0.00	0.00
Hispanic or Latino	0.00	0.00
Native Hawaiian or Pacific Islander	0.00	0.00
Two or More Races	0.00	0.00
White	0.00	0.00
English Learners	0.00	0.00
Foster Youth	0.00	0.00
Homeless	0.00	0.00
Socioeconomically Disadvantaged	0.00	0.00
Students Receiving Migrant Education Services	0.00	0.00
Students with Disabilities	0.00	0.00



## 2022-23 School Safety Plan

Elite Academic Academy is an independent study program where students are schooled in the home and through various contracted vendors in the community. Typically, students are in the primary care of their parent/guardian for their schooling. There are a few instances when the school sponsors events, such as field trips and state testing, when it is important to have a clear emergency preparedness plan. The school's procedures for evacuation and emergency preparedness are outlined in our comprehensive safety plan that is updated in March of each school year. The roles of the responsible parties, the training necessary to perform those responsibilities, necessary resources, and emergency response actions, if applicable, are defined for each site where school operations are conducted. Further, it is important to clearly define the responsibilities of the school and parent/guardian, as well as the school's dismissal procedures, in the event of an emergency or disaster. This plan can be found on our website for review

## D. Other SARC Information Information Required in the SARC

The information in this section is required to be in the SARC but is not included in the state priorities for LCFF.

## 2019-20 Elementary Average Class Size and Class Size Distribution

This table displays the 2019-20 average class size and class size distribution. The columns titled "Number of Classes" indicates how many classes fall into each size category (a range of total students per class). The "Other" category is for multi-grade level classes.

Grade Level	Average Class Size	Number of Classes with 1-20 Students	Number of Classes with 21-32 Students	Number of Classes with 33+ Students
K	N/A			
1	N/A			
2	N/A			
3	N/A			
4	N/A			
5	N/A			
6	N/A			
Other	N/A			

## 2020-21 Elementary Average Class Size and Class Size Distribution

This table displays the 2020-21 average class size and class size distribution. The columns titled “Number of Classes” indicates how many classes fall into each size category (a range of total students per class). The “Other” category is for multi-grade level classes.

Grade Level	Average Class Size	Number of Classes with 1-20 Students	Number of Classes with 21-32 Students	Number of Classes with 33+ Students
K	N/A			
1	N/A			
2	N/A			
3	N/A			
4	N/A			
5	N/A			
6	N/A			
Other	N/A			

## 2021-22 Elementary Average Class Size and Class Size Distribution

This table displays the 2021-22 average class size and class size distribution. The columns titled “Number of Classes” indicates how many classes fall into each size category (a range of total students per class). The “Other” category is for multi-grade level classes.

Grade Level	Average Class Size	Number of Classes with 1-20 Students	Number of Classes with 21-32 Students	Number of Classes with 33+ Students
K	N/A			
1	N/A			
2	N/A			
3	N/A			
4	N/A			
5	N/A			
6	N/A			
Other	N/A			

## 2019-20 Secondary Average Class Size and Class Size Distribution

This table displays the 2019-20 average class size and class size distribution. The columns titled “Number of Classes” indicates how many classes fall into each size category (a range of total students per classroom). At the secondary school level, this information is reported by subject area rather than grade level.

Subject	Average Class Size	Number of Classes with 1-22 Students	Number of Classes with 23-32 Students	Number of Classes with 33+ Students
English Language Arts	N/A			
Mathematics	N/A			
Science	N/A			
Social Science	N/A			

## 2020-21 Secondary Average Class Size and Class Size Distribution

This table displays the 2020-21 average class size and class size distribution. The columns titled “Number of Classes” indicates how many classes fall into each size category (a range of total students per classroom). At the secondary school level, this information is reported by subject area rather than grade level.

Subject	Average Class Size	Number of Classes with 1-22 Students	Number of Classes with 23-32 Students	Number of Classes with 33+ Students
English Language Arts	N/A			
Mathematics	N/A			
Science	N/A			
Social Science	N/A			

## 2021-22 Secondary Average Class Size and Class Size Distribution

This table displays the 2021-22 average class size and class size distribution. The columns titled “Number of Classes” indicates how many classes fall into each size category (a range of total students per classroom). At the secondary school level, this information is reported by subject area rather than grade level.

Subject	Average Class Size	Number of Classes with 1-22 Students	Number of Classes with 23-32 Students	Number of Classes with 33+ Students
English Language Arts	N/A			
Mathematics	N/A			
Science	N/A			
Social Science	N/A			

## 2021-22 Ratio of Pupils to Academic Counselor

This table displays the ratio of pupils to Academic Counselor. One full time equivalent (FTE) equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time.

Title	Ratio
Pupils to Academic Counselor	337.5

## 2021-22 Student Support Services Staff

This table displays the number of FTE support staff assigned to this school. One full time equivalent (FTE) equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time.

Title	Number of FTE Assigned to School
Counselor (Academic, Social/Behavioral or Career Development)	1
Library Media Teacher (Librarian)	
Library Media Services Staff (Paraprofessional)	
Psychologist	
Social Worker	1
Nurse	
Speech/Language/Hearing Specialist	
Resource Specialist (non-teaching)	
Other	15.0

## 2020-21 Expenditures Per Pupil and School Site Teacher Salaries

This table displays the 2020-21 expenditures per pupil and average teacher salary for this school. Cells with N/A values do not require data.

Level	Total Expenditures Per Pupil	Expenditures Per Pupil (Restricted)	Expenditures Per Pupil (Unrestricted)	Average Teacher Salary
School Site	13027	2119	10908	\$70,768
District	N/A	N/A	15708	69060
Percent Difference - School Site and District	N/A	N/A	-36.1	2.4
State	N/A	N/A	14370	\$85856
Percent Difference - School Site and State	N/A	N/A	-27.4	-19.3

## 2021-22 Types of Services Funded

Elite Academic Academy-Lucerne (EAA-LU) TK-12, the premier independent study educational option, opened its doors July 1, 2018. We focus on flexible and individualized homeschool, virtual, and blended independent study academies for students who are not successful or choose not to attend traditional brick and mortar schools. EAA-LU provides high quality and rigorous state board approved standards-based curriculum options to support students in meeting the challenging state academic achievement standards. We also offer unique academies with emphasis on Athletic Training, Visual and Performing Arts (VAPA), and Career Technical Education (CTE) opportunities to ensure our students graduate ready for college, their future careers, and the 21st-century workforce.

All high school students have access to A-G approved courses through our own developed courses, as well as three online providers: Strongmind (primarily core/some elective), UC Scout (primarily core), and Edmentum (online elective classes). Credentialed teachers support the online classes through daily interactions via text, Zoom, and Canvas. Student achievement is assessed through a variety of measures such as: State standardized testing, teacher observations, teacher-created tasks, i-Ready assessments and personalized learning paths, school-created benchmark assessments, learning period meetings, weekly meetings, report cards, learning journals, portfolios, labs, quizzes, and finals. Students also have the opportunity to participate in concurrent enrollment with community colleges in the area.

Students in 6th -12th have the option of three learning academies: Virtual, Flex or Homeschool. Each learning option has highly qualified credentialed teachers who are meeting weekly with the student for 1- 4 hours to tutor and help ensure understanding. Middle school students participate in either online courses or use common core textbooks and curriculum to demonstrate learning.

Students who are in TK-5th grade are part of Elite Academic's Homeschool or Flex Academy where Elite's highly qualified, California credentialed teacher work with their assigned students and parents/guardians to identify and implement an individualized learning plan, (ILP). At least every 20 school days, the Elite teacher, student and parent/guardian meet so that the teacher can assess student understanding of the material covered thus far, reteach concepts not yet mastered, and administer benchmark assessments and other Common Core-aligned diagnostic tests to be sure that the students are gaining a true understanding of the concepts being presented.

Elite teachers provide weekly synchronous and live lessons aligned to the Common Core and all necessary materials to support these lessons. Elite students use Common Core SBE approved curricula such as Pearson, Glencoe, Prentice Hall, Evan-Moor, Houghton Mifflin-Harcourt, and other textbooks as described in the parent curriculum list.

Students are required to complete their monthly assignments in order to stay on track and meet their individualized goals. In addition to scheduled learning period meetings, students and parents/guardians have access to their teachers during the school day via phone, email, online domains, and one-on-one appointments, as needed. Elite's teachers act as partners of the parent/guardian to ensure student achievement through a flexible, rigorous, relevant, individualized, and standards-based aligned education.

Students have access to tutors, small group instruction, and enrichment opportunities to explore their individual passions and develop a solid foundation in the areas of their academic weaknesses as well. Students may choose to attend EAA-LU sponsored field trips and group activities.

\*\* The 2020-21 Teacher and Administrative Salaries district amount is school data \*\*

## 2020-21 Teacher and Administrative Salaries

This table displays the 2020-21 Teacher and Administrative salaries. For detailed information on salaries, see the CDE Certification Salaries & Benefits web page at <http://www.cde.ca.gov/ds/fd/cs/>.

Category	District Amount	State Average for Districts in Same Category
Beginning Teacher Salary	\$62,000	\$48,503
Mid-Range Teacher Salary	\$64,890	\$74,912
Highest Teacher Salary	\$80,000	\$100,321
Average Principal Salary (Elementary)	\$130,000	\$122,160
Average Principal Salary (Middle)	\$130,000	\$127,632
Average Principal Salary (High)	\$130,000	\$137,578
Superintendent Salary	\$140,000	\$198,665
Percent of Budget for Teacher Salaries	60,8%	31%
Percent of Budget for Administrative Salaries	10.04%	6%

## 2021-22 Advanced Placement (AP) Courses

This table displays the percent of student in AP courses at this school.

Percent of Students in AP Courses	6.4
-----------------------------------	-----

This table displays the number of AP courses offered at this school where there are student course enrollments of at least one student.

Subject	Number of AP Courses Offered
Computer Science	4
English	4
Fine and Performing Arts	4
Foreign Language	4
Mathematics	12
Science	6
Social Science	7
<b>Total AP Courses Offered</b> Where there are student course enrollments of at least one student.	30

## Professional Development

Elite Academic Academy Professional Development is targeted and designed to improve the instruction of all learners.

The essential focus for upper lever administration (Cabinet and Directors) this year for Elite Academic Academy is student work and data. Bi-weekly Leadership meetings include professional development centered on multiple topics in support of this work: Understanding the Power of Presence; Defining High Quality Instruction; Supporting the Social Emotional Needs of Students; and Data-Informed Decision Making. This professional development takes place all year to ensure full implementation.

COVID has created diverse academic and emotional needs in students, families, and staff, as evidenced by parent workshops; student engagement levels; and local assessment data. To help staff support our families as well as themselves, we continue to partner with the YouSchool to provide a yearlong professional development series on the topic, "Guiding Students to Build Meaningful Lives." The series includes weekly videos for staff and families, as well as five professional development sessions with staff and two parent workshops.

Content Teachers continue to attend Professional Development focused on high quality curriculum and engaging delivery. The series focuses on learning objectives; the use of Universal Design for Learning principles; EdTech integration strategies; Formative and Summative assessment techniques; and student engagement. Teachers meet monthly and receive coaching support in-between meetings.

EAA also believes in building leadership at every level. At Elite we hire instructional lead teachers which are experienced teachers to serve as professional coaches focused on curriculum, teaching strategies, independent study best practices, literacy, and English Learners. Lead teachers provide individualized ongoing professional development in order to support student learning in the charter. They provide one-to-one support for newly hired or struggling teachers. These leads work directly for their unique Academy Directors as well as working with the Chief Academic Officer to provide teacher workshops and family engagement workshops.

This table displays the number of school days dedicated to staff development and continuous improvement.

Subject	2020-21	2021-22	2022-23
<b>Number of school days dedicated to Staff Development and Continuous Improvement</b>	10+	10+	10+

# EAA 2022 - 2023 Year-Round/Track A Calendar

March 2023							April 2023							May 2023							June 2023						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4							1		1	2	3	4	5	6						1	2	3
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	
							30																				

Important Dates	
7/1	- First Day of School Track A
8/28	- First Day of School Track B
March - April	- Open Enrollment Track B
May - June	- Open Enrollment Track A

## 2023-24 School Year

July 2023							August 2023							September 2023							October 2023						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1		1	2	3	4	5						1	2		1	2	3	4	5	6	7	
2	3	4	5	6	7	8	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
9	10	11	12	13	14	15	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
16	17	18	19	20	21	22	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
23	24	25	26	27	28	29	27	28	29	30	31		24	25	26	27	28	29	30	29	30	31					
30	31																										





# Track A 2023 - 2024 Calendar

JULY							AUGUST							SEPTEMBER							OCTOBER							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
					30	1			1	2	3	4	5						1	2	1	2	3	4	5	6	7	
2	3	4	5	6	7	8	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14	
9	10	11	12	13	14	15	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21	
16	17	18	19	20	21	22	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28	
23	24	25	26	27	28	29	27	28	29	30	31	24	25	26	27	28	29	30	29	30	31							
30	31																											

NOVEMBER							DECEMBER							JANUARY							FEBRUARY							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
			1	2	3	4						1	2			1	2	3	4	5	6					1	2	3
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10	
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17	
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24	
26	27	28	29	30	24	25	26	27	28	29	30	28	29	30	31	25	26	27	28	29								
							31																					

MARCH							APRIL							MAY							JUNE									
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S			
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3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8			
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17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22			
24	25	26	27	28	29	30	28	29	30	26	27	28	29	30	31	23	24	25	26	27	28	29	23	24	25	26	27	28	29	
31																			30											

### Important Dates

6/30	- Orientation Day/First Day of School
7/4	- Fourth of July
9/4	- Labor Day
11/10	- Veteran's Day
11/20 - 11/24	- Thanksgiving Break
12/18- 1/5	- Winter Break
1/15	- Martin Luther King Jr. Day
1/19	- End of Semester 1
1/22	- Semester Break Non-School Day
2/15 & 2/16	- PD for Staff; Non-School Days
2/19	- Presidents' Day
3/11 - 3/15	- Spring Break
5/27	- Memorial Day
6/13	- Last Day of School

### Key

<span style="background-color: #c8e6c9; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span>	First & Last Day of School
<span style="background-color: #bbdefb; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span>	End of Learning Period
<span style="background-color: #fff9c4; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span>	Holiday
<span style="background-color: #e0e0e0; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span>	Non-school Days
<span style="background-color: #ffcdd2; border: 1px solid black; display: inline-block; width: 15px; height: 10px;"></span>	ACA Days

		Days	
LP1	7/1 - 8/5	30	
LP2	8/7 - 8/25	0	
LP3	8/28 - 10/6	29	
LP4	10/9 - 11/17	29	P1
LP5	11/27 - 1/19	0	
LP6	1/23 - 2/14	0	
LP7	2/20 - 3/22	19	P2
LP8	3/25 - 5/4	35	
LP9	5/6 - 6/13	33	



Awaiting Board approval

# Track B 2023 - 2024 Calendar

JULY							AUGUST							SEPTEMBER							OCTOBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
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9	10	11	12	13	14	15	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
16	17	18	19	20	21	22	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
23	24	25	26	27	28	29	27	28	29	30	31	24	25	26	27	28	29	30	29	30	31						
30	31																										

NOVEMBER							DECEMBER							JANUARY							FEBRUARY							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
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MARCH							APRIL							MAY							JUNE										
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24	25	26	27	28	29	30	28	29	30	26	27	28	29	30	31	23	24	25	26	27	28	29									
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	Days		
LP1	8/28 - 10/6	29	
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LP4	1/23 - 2/14	17	
LP5	2/20- 3/22	19	P2
LP6	3/25 - 5/3	30	
LP7	5/6 - 6/13	28	



# Elite<sup>x</sup> BLOOMS

## The Portrait of the Graduate Comes to Life

### PROPOSAL FOR SERVICES

*"When the student is ready,  
the teacher appears; and when the  
student is truly ready, the teacher  
disappears." - Lao Tzu*

**Submitted by:**

**Neesha Nanda Rahim**

Jan 30, 2023

# ChatGPT -> What Does it Mean for Schools & Graduates?







# GOAL

Bring Elite's "Portrait of the Graduate" to life by empowering and training Elite's educators to create & deliver learning experiences that are engaging, inspiring, focused on a defined set of skills/values, and that instigate disequilibrium and discovery.

**ELITE**  
~~AT SYNTHESIS,~~  
**KIDS LEARN TO SOLVE  
COMPLEX PROBLEMS.**

0:06 / 0:56



Link to the video:

[https://drive.google.com/file/d/1faUld6s7-sl2U4x4vmpaupnF92MrKv1x/view?usp=share\\_link](https://drive.google.com/file/d/1faUld6s7-sl2U4x4vmpaupnF92MrKv1x/view?usp=share_link)

# The Team



## Neesha Nanda, Project Lead

Neesha is an edtech pioneer & serial entrepreneur with 20+ years of experience working to build and scale orgs (both for profit and non-profit). Her work has centered on building ecosystems that reimagine the way we educate our children and democratize access to meaningful, relevant learning experiences.

 [Let's connect!](#)

## Synthesis Experts, Workshop Designers, Facilitators, & Mentors



### Ajinkya Wadhwa

#### Development Team & Teacher Training Lead

Ajinkya is an engineer by day (degree in Civil Engineering) and a teacher by night at Synthesis. Synthesis was co-founded by the head of Elon Musk's school, Ad Astra. His background as Co-founder of eiskool.com (SEL through conundrum videos for K12), and a member of the K20 DAO among other experiences gave him the opportunity to be involved across functions at Synthesis.

- Admin of SynthU - Synthesis' in-house teacher training program. Conceptualizing, executing, and scaling this from 40 to 500+ faculty members.
- Hiring - screened over 1000 applications and interviewed over 200 applicants.
- Moments - Head of Moments (Asia). This team was responsible for building a review system for the Synthesis sessions.
- Coach - 1:1 and small group coaching for teachers as they continued their professional development through Synthesis.
- Marketing - screening of social media influencers for Influencer Marketing Campaign.
- SynthSwag - setup the online Synthesis merchandise store.



### Lucy Hutchinson

#### TOR Team Lead & Coach

Lucy has been teaching for over 20 years. Her passion has been creating emotionally inclusive, psychologically safe yet challenging learning environments.

- Reserve (substitute) member for ongoing PRAXIS workshops at Synthesis.
- One of the few teachers working across all 3 age bands at Synthesis.
- Facilitates all formats of sessions at Synthesis - Foundation, Progression, and Open Sessions.
- All 8 TAs she worked with have demonstrated growth and are on the Teacher Reserve List at Synthesis.



### Anna Shildrick

#### PD Design & Facilitation & Coach

Anna has developed a wide range of interests and skills over her 27 years of experience in the world of education, language, and culture. A leader in education and training, focusing on designing ways to enable teachers and professionals to facilitate learning and growth for their students and teams

- Driven to redesign school curriculum to bring excitement and relevance into the learning process
- Experienced in designing and delivering online and face-to-face workshops and training opportunities for teams seeking to adapt to a rapidly changing world
- Committed to breaking down barriers in cross-cultural, language, and education settings
- Multilingual and bicultural with a passion for culture and communication
- Specializes in aiding global communication through translation and interpretation
- Driven by projects that inspire and align with the goal of doing good for the world through a love of education, language, and culture

# The Team

## Synthesis Experts, Workshop Designers, Facilitators, & Mentors



**Lara Kehler**

**PD Design & Facilitation & Coach**

Lara was raised as an unschooler and is now parenting her own children as self directed learners.

- Beta program - first access to all first release of products of Synthesis.
- Facilitates sessions of all formats at Synthesis - Foundation, Progression, and Open Sessions.
- Ex-Head of Product and Bootstrapped Operations for a game-based learning startup.
- Founded and ran a primary school centred around student agency: Choice --> Judgement --> Responsibility --> Freedom.
- Specialist in 1:1 coaching.
- Session design and large group facilitation.



**Prashanth Narayan**

**Systems Architect, Community Lead & Facilitator**

Prasanth is the Head of Faculty Support Team at Synthesis, supporting a global faculty of 500+ members and serving as a backstop for emergencies.

- Reports directly to leadership and is a specialist of change management
- Moved Synthesis from a reactive to a pro-active operational approach
- Identified gaps and built efficiencies in existing systems
- Implemented a community first approach of creating a practice ground for Synthesis faculty
- Built community and culture in a decentralised workplace
- Director Operations at a manufacturing facility with over 15 years experience



**Vanina Todorova**

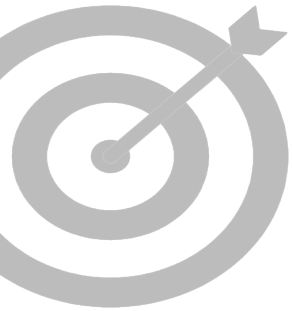
**Neuroscience of Learning Expert & Facilitator**

Vanina is applying her knowledge of neuroscience of learning at Synthesis and took on role of of SuperTA and then Teacher.

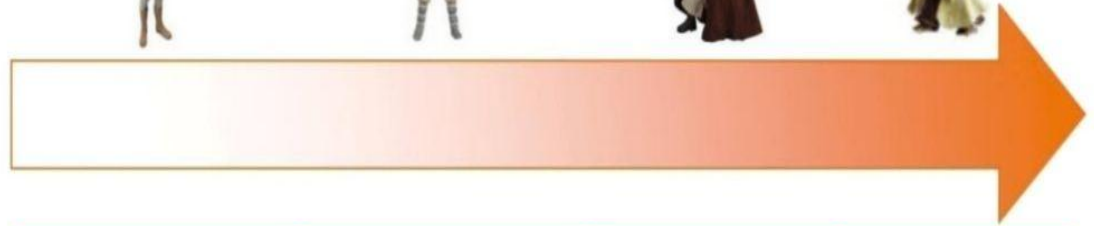
- Individual student coaching in the Moments Roundtable (reflection heavy) program at Synthesis
- Part of the European Moments team, reviewing quality of Synthesis sessions
- Coaching Teachers and Teaching Assistants
- BSc in Psychology with a Masters in Clinical Psychology
- Student mentor at Free University of Berlin

*"If you want to go fast, go alone,  
if you want to go far, go together"*

# Co-Create & Define Mastery



## The Pedagogy of Getting to Master Level



	<b>Novice: the concern</b>	<b>Apprentice: the standard</b>	<b>Jedi: the goal</b>	<b>Master: the ideal</b>
<b>Teacher Positioning</b>	Define where the teacher is positioned at each level - from the Sage on the stage to the guide on the side.			
<b>Quality of Questions</b>	Define the quality of questions, assessing them for their ability to engage conversation, provoke thought, surprise students, upend assumptions and challenge students to grow.			
<b>Discussion Techniques</b>	What is the interaction among the students like? Where does the teacher come in? How much leading is happening? Who is responsible for learning and for generating the questions? The teacher, or the student?			
<b>Student Participation/ Engagement</b>	How many students in the group are engaged? How engaged are they? Which voices are heard?			
<b>Building Culture (The 3Cs: Civil, Collaborative, Constructive)</b>	What is the culture of the group? This is generally shown by inclusion, affirmation, advocacy, safe risk-taking, and respectful interactions. How do course corrections happen?			



# THE RECIPE FOR THE SECRET SAUCE



A framework for engagement that breaks down the ingredients that go into creating a Synthesis like experience.



**Deliverable:** Development Team to create a library of learner experiences via a hackathon process, test them, rework them and then bring to Cohort of 30 TORs.

# 2 Tracks: One Foundation

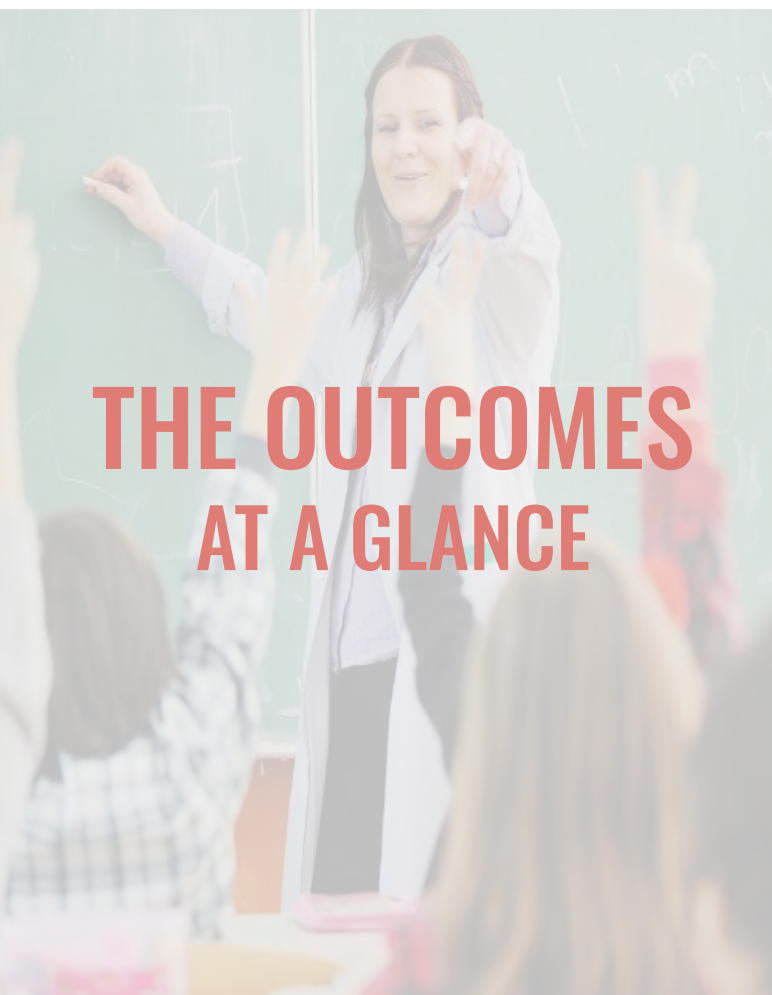


**Roots: Portrait of the graduate + articulation of what it means to be a novice, apprentice, Jedi and master teacher AND student.**



# Development Team

Build the pedagogical power of Elite's Master Teachers. Enable them to create a highly engaging learning environment and learning experience for gifted and talented students. Empower this group to become the ambassadors and change agents to transform the wider school community.



## THE OUTCOMES AT A GLANCE



### STUDENTS

- Develop agency
- Become philomath/life-long learners/develop a love for learning
- Show evidence of following their curiosity and are motivated to hone their skills



### TEACHERS

- Embrace the paradigm of learner centric learning
- Design and deliver meaningful learning experiences
- Develop self-awareness
- Develop fulfilling relationships with students
- Show evidence of having the adaptability to meet the expectation of what's needed from teachers now as well as in the future



### SCHOOL

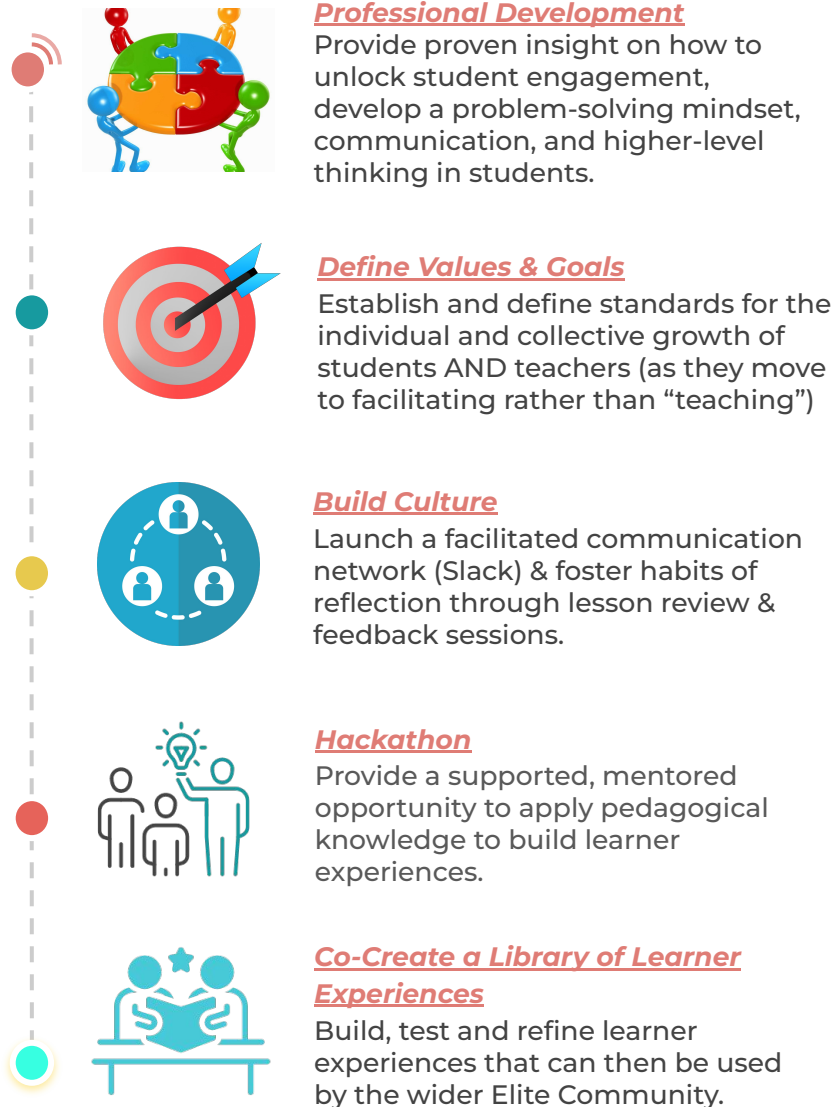
- Populated by highly engaged, self directed students
- Is known for creating authentic and meaningful learning environments and experiences
- Successfully builds a culture and community built on shared values



# CORE VALUE

In order to prepare students for the future, they must be captivated by their learning experience and be presented with opportunities to feel disequilibrium and discovery. In order to facilitate such experiences, teachers must be given the opportunity to accelerate their own growth. Perfection is not the goal. Knowing what the target is, knowing how to aim, and trying over and over to get it right while engaging in self reflection is.

## THE PROGRAM AT A GLANCE



Development Team

# Professional Development Example



## Developing Elite's Framework

### Module 1 (6 to 10 hours)

We will look to understand how core tenets of pedagogy exist in your setting (via questionnaires and interviews) and how they are perceived by you. Then via professional development sessions, we will:

- Develop a set of shared values and guidelines for teachers by teachers - your cornerstone philosophy, axioms, uncompromising standards.
- Establish and define standards for the individual and collective growth of students (defining the novice to the master levels).
- Establish common vocabulary to be used moving forward.
- Share the core tenets of engaged learning.
- We will cover topics like: student agency vs student choice, relationship to information, socratic pedagogy, productive failure, and emotional intelligence.

### Co-working + Culture | Community | Challenge Mindset (6 to 10 hours)

- Teachers look inward to come up with their own Teacher Growth Chart - what it means to up the ladder from a novice to a master facilitator.
- Discussions will combine theory + practice → case studies, clips, etc that have been gleaned from recordings of Elite's actual classes.
- Select and train a moments team to review actual class footage
- The group will define Session Quality Ratings

# Hackathon Style Building



## Synchronous & Asynchronous Co-Creation + Teacher Evaluation

### Hackathon Style Sessions:

The Development Team to break themselves into groups based on subject area expertise, grade level taught or other criteria and work on building learning experiences.

### This will consist of seven stages:

#### Co-Create

Via three, 90 min long work sessions, each group creates a learner experience using the puzzle template (below) with a mentor for guidance

#### Engage

Interact with one another and the wider group over Slack over 1 week in between work sessions. (Slack will be facilitated, moderated and seeded by a member of our team)

#### (Optional) Pitch

Each group will pitch their learner experience to a wider Elite audience of teachers who will choose the top three. The group will then engage in bringing a subject matter expert to the table.

#### The Arena

Run the experience in a simulated environment with the subject area expert.

#### Evaluation

Mentors will evaluate simulations & offer feedback

#### Revision

Groups will revise & run in a live classroom setting

#### Evaluation

Mentors will evaluate live runs of the learner experience & make suggestions for revisions. Revisions will be incorporated by teachers.

Development Team

# The (Wo)man in the Arena

*“It is not the critic who counts; not the man who points out how the strong doer of deeds or where the weak have done them better. The credit belongs to the (wo)man who is actually in the arena, whose face is marred by dust and sweat and blood; who strives valiantly; who errs, who comes short again and again, because there is no effort without error and shortcoming; but who does actually strive to do the deeds; who knows great enthusiasms, the great devotions; who spends himself in a worthy cause; who at the best knows in the end the triumph of high achievement, and who at the worst, if he fails, at least fails while daring greatly, so that his place shall never be with those cold and timid souls who neither know victory nor defeat.” - Theodore Roosevelt*





# Training Wheels & The Arena





# Overview of TOR Cohort Process

1

## DISCOVERY

One on one leadership interviews, survey of participating educators, viewing recorded sessions & shadowing existing classes

2

## PRAXIS LOOPS

Concept workshops (theory) followed by modeling lessons (practice), repeating for 5-8 rounds

3

## REFLECTION

Build trust and instigate safe culture change by beginning with evaluation of our teachers moving to evaluation of co-taught lessons and finally to Elite teacher taught lessons. Workshops will be integrated to ensure this cohort is building their own rubric for evaluation.

4

## THE COLOSSEUM

Practice ground for teachers. Attendees (teachers) roleplay as students while teachers take turns to lead the session and demonstrate their skills.

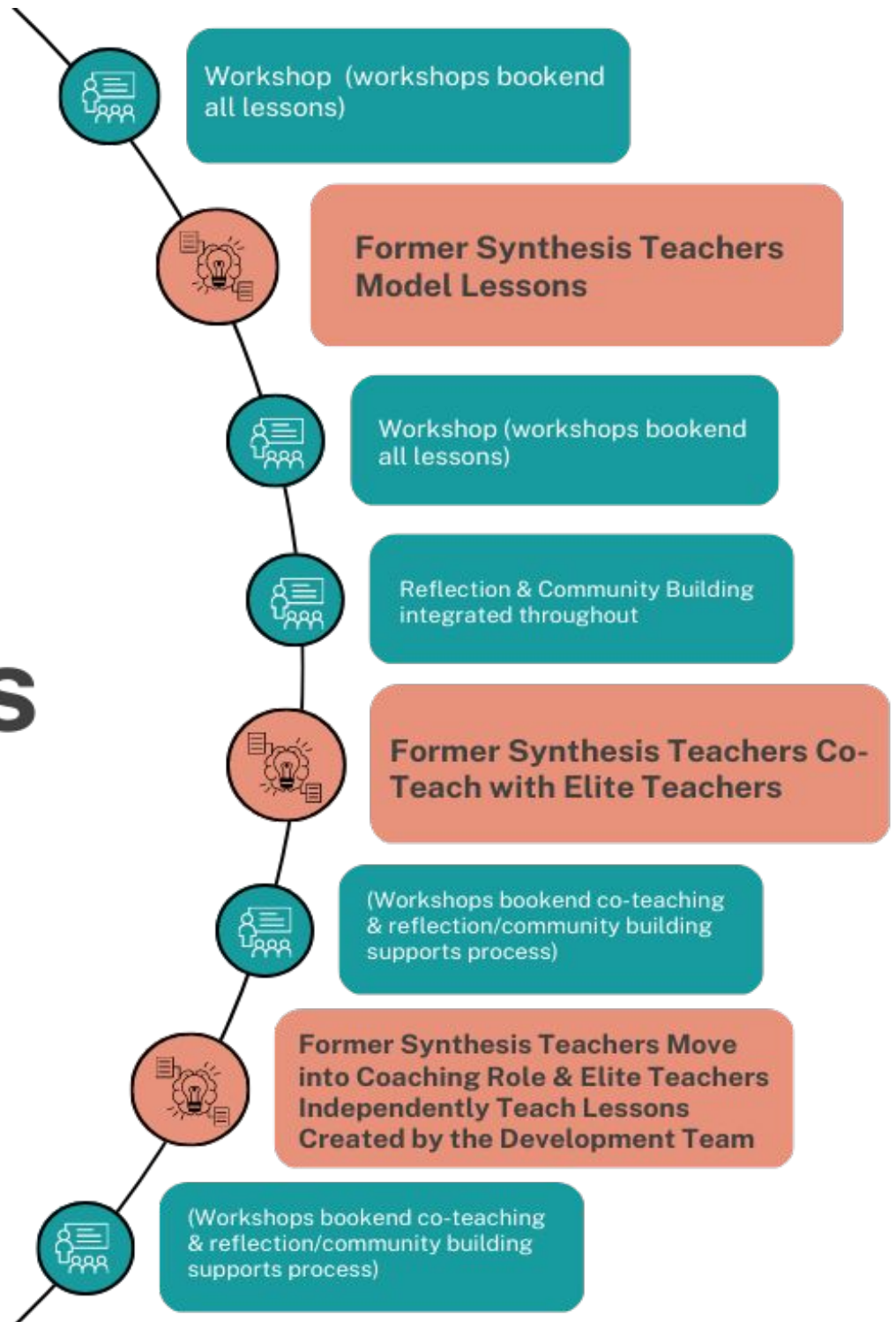
5

## COMMUNITY BUILDING

Build community via facilitated synchronous and asynchronous chat channels

# Getting Into the Arena: The Process

## The Process



# Detailed Process

## PHASE

### I

## DISCOVERY PHASE: MONTH 1

### 1. Leadership Interviews



1 hr phone interviews conducted by Neesha with:

CEO - Meghan Freeman

CSDO - Chief Student Development Officer - Ashlea Haynes

CAIO - Chief Academic Innovation Officer - Dr. Laura Spencer

Compliance and MTSS lead, Marissa Thompson

### 2. Review a cross section of recorded sessions of Teachers of Record (Advisory and other classes)



Watch 12 sessions from a range of grade levels, different “levels” of teaching. 6 in person sessions (2 from each academy if possible) & 6 recorded sessions (from the same class as the in person)

**DELIVERABLE:** Develop of what collective and individual growth look like under these conditions/for these classes.

## DISCOVERY PHASE: MONTH 1

**DELIVERABLE:** Develop of what collective and individual growth look like under these conditions/for these classes.

- These milestones will be defined and shared to be used as working standards and a yardstick for growth.
- Through the program, these frameworks will be applied to help teachers develop a shared meaning of growth, parent communication, student feedback, and peer evaluation.

### 3. Distribute survey (“entry ticket”) to wider group of educators (as many as possible)

**DELIVERABLE:** Crunch that data and compile a list of impressions/common denominators/ challenges & opportunities

**DELIVERABLE:** Present the above to leadership and to the Development team. One meeting (45 min to 1 hr)

### 4. Review notes from Strategic Planning meeting



This meeting will focus on the Portrait of the Graduate and will be happening Jan 30th. Neesha will be in attendance & will take notes.



Compile follow up questions / modify the entry ticket & leadership interview questions.

## DISCOVERY PHASE: MONTH 1

### 5. Finalize target groups of teachers



**Development Team** - 10 to 12 educators and members of leadership team that will build and test Synthesis like learner experiences for gifted, high IQ students. (*Lead: Ajinkya*)



**TOR Cohort** - Focus on a cross section of 30 TORs and split into 3 cohorts based on academy or grade levels (Elite leadership to determine) - *Lucy Leads - Vanina, Lara & Anna co-chair each with her*

- Cohort lead meets with each cohort
- Community - Launch Slack channel for each of the cohorts & begin community building - Prashanth

### 6. Develop (modify) training program scope & sequence relevant to this context - Lara & Anna

# Synthesis Team Models Lessons

## 1. Introductory Workshop - Welcome to TOR Cohort



### Goals:

- To enroll the TOR Cohort in mission/vision, present survey results, and agree on culture and goals.
- Develop a working understanding of Bloom's Taxonomy

## 2. Praxis Loops



Concept Workshop (Theory) and Model Lessons (Practice). 5-6 concept workshops and 6-8 model lessons.

## 3. Reflection workshops



Record lessons. Distribute to the Apprentice Cohort and discuss via Slack.

## 4. The Coliseum



Practice ground for teachers. Attendees (teachers) roleplay as students while teachers take turns to lead the session and demonstrate their skills.

PHASE

III

## Synthesis Team Co-Teaches with TOR Cohort



Co-Develop & Co-Teach learner experiences that center on neuroscience of learning



Split the group so that 5 classes are being co-taught at a time with the rest of group acting as “Moments Evaluators” then switch roles until all teachers have played all roles.

PHASE  
IV

## TOR Cohort to Begin Teaching Independently

- 1.** Students are presented an open-ended real-world problem to students - for example - should we use CRISPR to delete mosquitos (built and tested by Development Team or made up by the TORs)
- 2.** Run this as a learning experience with multiple sessions with Elite teachers as students.
- 3.** Throughout each session, we will "Time in" and "Time out" to understand how the student feels through the journey and reflect on how best we can facilitate their learning as agents of change.
- 4.** Document learnings that will help in the crucial next step of Building Elite's Teacher Growth Chart.



Move to Teachers beginning to teach lessons that we have designed with them but that they teach on their own. Integrate ongoing workshops & community building via slack



## 1:1 coaching begins with our TOR Cohort

- 1.** Here the ongoing workshop agendas should be crowd-sourced by the coach and that particular group of teachers. This gives a big plus in terms of culture and bonding too.
- 2.** Also if some teachers need a lot more support they can be identified and a decision can be made.
- 3.** We'll also link this to the SQR/Moments/Evaluation rating.
- 4.** Develop Elite's Teacher Growth Chart and Student Growth Chart with various characters, levels, and parameters.
- 5.** Use the peer evaluation system to inform areas of strength and identify challenges. Workshops will use internal case studies to help teachers hone their skills.



Develop coaching modules - 1:1, small group. come up with a more holistic training plan.

PHASE

V

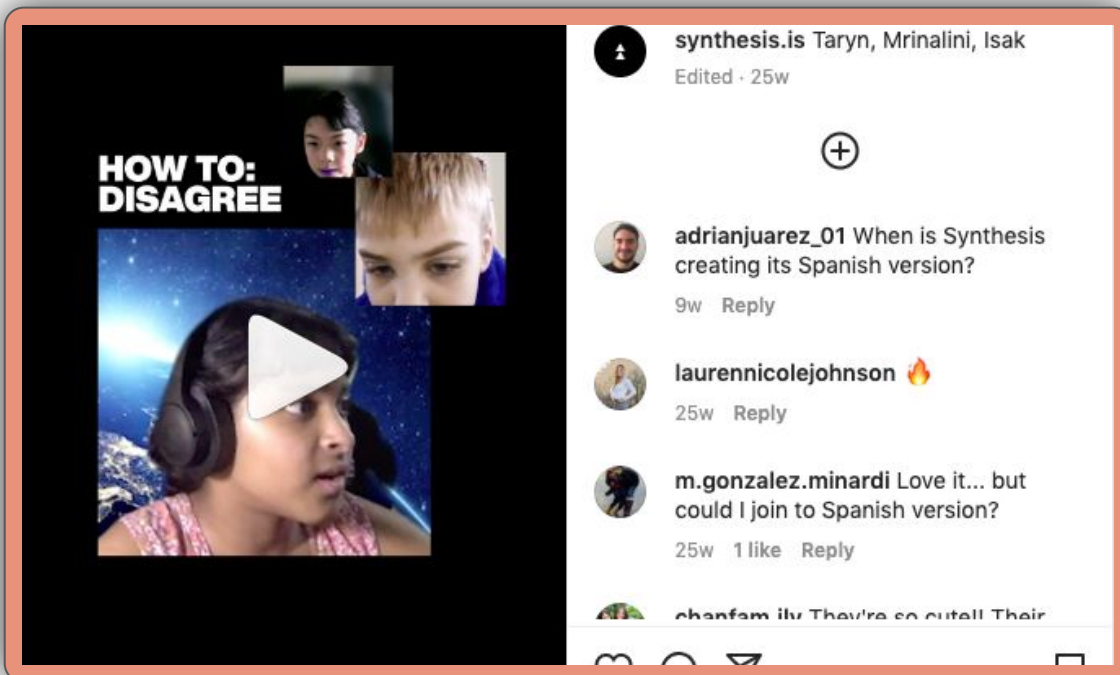
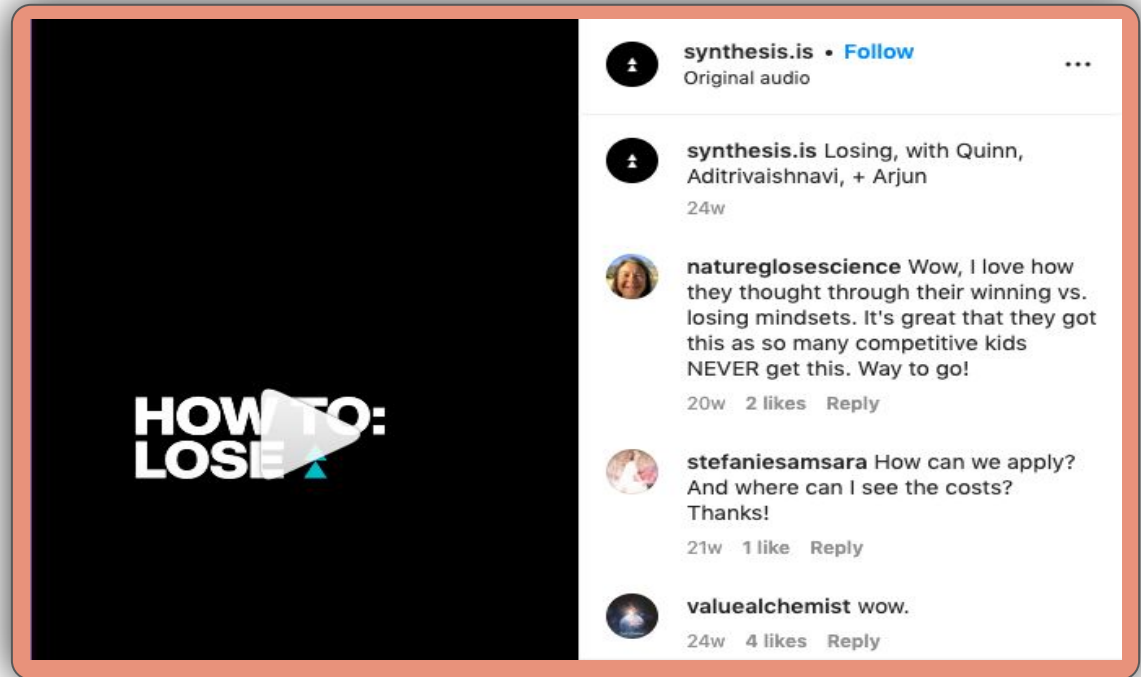
## 1:1 coaching begins with our TOR Cohort

- Working with Teachers of Record on a co-teaching/buddy facilitation model.
- Deliver coaching modules and SOPs for the same.
- Build a deeper understanding of State Standards and compliances. Until this point, our focus would have been working in a sandbox with their teachers. Hereon, the heavy lifting of aligning with state standards will begin.
- Regular check-ins with leadership and course corrections as needed.

# Testimonials

Watch here:

<https://www.instagram.com/reel/ChAmZNAJUt9/?igshid=YmMyMTA2M2Y=>



Watch here:

<https://www.instagram.com/reel/CgxzNNWJb5k/?igshid=YmMyMTA2M2Y=>

# Elite<sup>x</sup> Blooms Staffing Price

## PRICING

**\$11,500 USD/month**

FOR 6 MONTHS

Includes: Staffing the team necessary to deliver program to upto 10 educators on the Development Team & 30 TORs.

*Thank You!*

# Independent Contractor Services: Neesha Rahim, Systems & Innovation Architect

## Deliverables & Responsibilities:

1. Staff, manage and direct EliteX Blooms Program
2. Build CTE Course
3. Continue to maintain small group coaching platform and make modifications as required
4. Assess Elite's workflow and systems and build innovative solutions that increase efficiencies and effectiveness while reducing redundant work for Elite's team.
  - a. Build architecture
  - b. Source developers (developers fees will be priced separately)
  - c. Manage the build
  - d. Manage quality control and testing of systems
  - e. Example: Build a system that improves the process of submitting work plans to compliance officials.
  - f. Example: Build a system that improves upon the current OPS system

**PRICING: \$7,500/month**