



Elite Academic Academy - Lucerne

Please join my meeting from your computer, tablet or
smartphone. Join Zoom Meeting

[https://eliteacademic.zoom.us/j/97566202696?](https://eliteacademic.zoom.us/j/97566202696?pwd=R2daZzJSNnZPNUV3Nk83K0diZXJtUT09)
pwd=R2daZzJSNnZPNUV3Nk83K0diZXJtUT09 Meeting ID:
975 6620 2696 Passcode: 920373

June 1st, 2023 at 9:00 am

43414 Business Park Drive, Temecula, CA 92590

23504 Lyons Avenue, Santa Clarita CA 91321

13255 Black Mountain Road San Diego, CA 92129

109 Don Carlos Way, Ojai, CA 93023



Elite Academic Academy - Lucerne June 1st, 2023

Board Of Directors - Elite Academic Academy - Lucerne

Meeting Location

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

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

following dial-in numbers and/or internet link: Join Zoom Meeting
[https://eliteacademic.zoom.us/j/97566202696?](https://eliteacademic.zoom.us/j/97566202696?pwd=R2daZzJSNnZPNUV3Nk83K0diZXJtUT09)
pwd=R2daZzJSNnZPNUV3Nk83K0diZXJtUT09 Meeting ID: 975 6620
2696 Passcode: 920373

Time: 9:03 am

1.0 Call To Order

Roll Call:

Susan McDougal, Cody Simms, Kent Christensen

Present Present Present

Cody Kent

Motion: Second:

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

2.0 Approve/Adopt the Agenda

It is recommended the Board of Directors adopt as presented the agenda for the Board Meeting of June 1st, 2023.

3.0 Public Comment -Closed Session

The public has a right to comment on any items of the closed session agenda. Members of the public will be permitted to comment on any other item within the Board's jurisdiction under section 8.0 Public Comments at Board Meetings.

4.0 Adjourn to Closed Session

The board will consider and may act on any of the Closed Session matters listed in Agenda Item 13.0.

5.0 Closed Session

The Board will consider and may act on any of the following items in closed session; any action taken in closed session will be reported in open session as required by law.

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

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

Time: 9:04 am

6.0 Pledge Of Allegiance

Led By: [Meghan Freeman](#)

7.0 Open Session

8.0 Public Comment

Please submit a request to speak to the Board of Directors. Cards can be asked for by emailing galtamirano@eliteacademic.com. Please complete and return the form for agenda items, prior to the meeting. Not more than three (3) minutes are to be allotted to any one (1) speaker, and no more than twenty (20) minutes on the same subject. This portion of the agenda is for comments, recognitions and reports to the Board and is not intended to be a question and answer period. If you have questions for the Board, please provide the Board President with a written copy and an administrator will provide answers at a later date. A request for disability-related modifications or accommodations in order to participate in the public meeting, including auxiliary aids or services, may be made to Ms. Meghan Freeman at mfreeman@eliteacademic.com at least 72 hours prior to the meeting.

9.0 General Functions

9.1 Informational Items

A. CEO Authorizer Report

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

9.2 Consent Agenda

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

A. Meeting Minutes from May 4th , 2023

[EAA-LU 05.04.23.pdf](#)

B. Warrant Register

[WarrantRegisterLU_May_2223.pdf](#)

C. New Instructional Materials Community Partners

[Elite Academic Instructional Service Community Partner_May_23 - VCI Community Partners.pdf](#)

D. New Educational Materials Community Partners

[Elite Academic Educational Materials Partner_May_23.xlsx - EM Partners.pdf](#)

E. Job Descriptions

[JD - DUSD Peak Performance On-Site Lead \(pending board approval\).pdf](#)

[JD - Assistant Director of Flex \(pending board approval\).pdf](#)

[JD - DUSD Peak Performance Engagement Coach \(pending board approval\).pdf](#)

[JD - DUSD Peak Performance High School Content Teacher \(pending board approval\).pdf](#)

[JD - Guidance Counselor \(pending board approval\).pdf](#)

[JD - Temporary Level Up Liaison - Athletic Lead](#)

Cody Kent

Motion: Second:

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

[\(Certificated\) \(pending board approval\).pdf](#)

[JD Coordinator of Creative Music_Lead Teacher.pdf](#)

F. Annual Re-Occurring Expenses 2023/24

[FY23.24_LU_Reccuring Contracts.pdf](#)

10.0 Personnel Services

10.1 Chief Academic Innovations Officer Contract

It is recommended that the board approve the following Chief Academic Innovations Officer Contract for Elite Academic Academy - Lucerne.

[23240061 Cabinet Contract \(Certificated Notice of Employment\).pdf](#)

10.2 Chief Student Development Officer Contract

It is recommended that the board approve the following Chief Student Development Officer Contract for Elite Academic Academy - Lucerne.

[23240003 Cabinet Contract \(Certificated Notice of Employment\).pdf](#)

10.3 Letters of Intent for Temporary Certificated Hires

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

[Temporary Certificated Temp LOIs.pdf](#)

10.4 Letters of Intent for Temporary Classified Hires

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

[Temporary Classified LOI.pdf](#)

10.5 Temporary Certificated Employee Contracts

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

[Temp Certificated Contracts LU.pdf](#)

10.6 Temporary Classified Employee Contracts

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

[Temporary Classified Contracts LU.pdf](#)

10.7 Letters of Intent for Certificated Hires

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

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

Motion: Second:

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

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

Motion: Second:

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

Motion: Second:

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

Motion: Second:

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

Motion: Second:

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

Motion: Second:

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

Motion: Second:

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

* Motion to open items 10.3-10.9
together:
Motion: Cody
Second: Kent

[Certificated LOIs LU.pdf](#)

10.8 Certificated Employee Contracts

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

[23240429.pdf](#)

[23240414.pdf](#)

[23240410.pdf](#)

10.9 2023/24 Employee Contracts

It is recommended that the board ratify the following 2023/24 Employee Contracts for Elite Academic Academy - Lucerne.

[Elite Proposed 23.24 Position Contracts.xlsx](#)

Motion: Second:

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

Motion: Second:

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

11.0 Public Hearing

Please submit a Request to Speak to the Board of Directors. Cards can be asked for by emailing mfreeman@eliteacademic.com completing and returning it, For non-agendized items to the CEO, 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.

Open (Time): **9:28 am**
Close (Time): **9:44 am**

11.1 2023/24 Annual Budget Hearing

[FY 23.24 EAA CASH FLOW_BUDGET - LU - Board Report.pdf](#)

[FY23.24_EAA_LU_Budget Presentation.pdf](#)

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

Motion: Second:

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

Open (Time): **9:45 am**
Close (Time): **9:59 am**

11.2 2023/24 Local Control Accountability Plan (LCAP)

[LCAP - LU.pdf](#)

[2023_LCAP-Lucerne_20230531 \(1\).pdf](#)

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

Motion: Second:

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

12.0 Business Services

12.1 VARI Invoice

It is recommended that the board approve the following VARI Invoice for Elite Academic Academy - Lucerne.

[VARI Invoice.pdf](#)

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

Motion: Second:

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

12.2 Salary Resolution 2023/24

It is recommended that the board approve the following Salary Resolution 2023/24 for Elite Academic Academy - Lucerne.

[EAA-LU Salary Resolution 23.24.pdf](#)

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

Motion: Second:

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

12.3 Staff Salary Ranges 2023/24

It is recommended that the board approve the following Staff Salary Ranges 2023/24 for Elite Academic Academy - Lucerne.

[2023_2024 Staff Salary Ranges \(pending board approval\).xlsx](#)

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

Motion: Second:

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

12.4 NXTLVL Contract

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

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

Motion: Second:

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

[23.24 NXTLVL Contract.pdf](#)

12.5 Professional Development Proposals

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

[AV Quote 06.13.23 PD.pdf](#)

[Elite Staff Pros Meeting Master Estimate.pdf](#)

12.6 Board of Directors Meeting Schedule 2023-24

It is recommended that the board approve the following Board of Directors Meeting Schedule 2023-24 for Elite Academic Academy - Lucerne.

[EAA-LU 2023-24 Board of Directors Meetings Calendar \(2\).pdf](#)

12.7 Computer Equipment Proposals

It is recommended that the board approve the following Computer Equipment Proposals for Elite Academic Academy - Lucerne.

[Apple ELITE ACADEMIC ACADEMY Invoice.pdf](#)

[Staples - EAA LU Opp 10052467 Chromebook Lucerne Dist.pdf](#)

12.8 Whoop Proposal 23/24

It is recommended that the board approve the following Whoop Proposal 23/24 for Elite Academic Academy - Lucerne.

[EAA Lucerne 2023 - WHOOP Quote \(1\).pdf](#)

12.9 DocuSign Proposal

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

[EAA-LU - RENEWAL Proposal DocuSign.pdf](#)

13.0 Educational Services/Policy Development

13.1 Declaration of Need 2023-24

It is recommended that the board approve the following Declaration of Need 2023-24 for Elite Academic Academy - Lucerne.

[EAA-LU Declaration of Need 23.24.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 June 14th, 2023 at 8:30 a.m.

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.

In compliance with the American with Disabilities Act, if you need special

Cody Kent

Motion: Second:

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

Cody Kent

Motion: Second:

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

Cody Kent

Motion: Second:

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

Cody Kent

Motion: Second:

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

Cody Kent

Motion: Second:

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

Cody Kent

Motion: Second:

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

Cody Kent

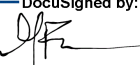
Motion: Second:

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

Time: 10:10 am

assistance, disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meetings of the charter's board of directors, please contact the School at 1(866) 354-8302. Notification 72 hours prior to the meeting will enable the School to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the School shall also make available this agenda and all other public records associated with this meeting in appropriate alternative formats for persons with a disability.

Staff Present:
Meghan Freeman
Gena Altamirano
Laura Spencer
Antonette Sims
Adam Woodard
Teresa Schaffer
Kris Mason
Ashlea Kirkland
Scott Michaelson
Misty Cervantes
Jen Edick
Devin Steele
Allison Watters
Evan Jorgensen
Amberlee Potrero
Karen Makkai
Ashly Steele
Nolan Smith
Monique Waithe
Tracy Hasper

DocuSigned by:

A4137E406BF5494...

6/14/2023

DocuSigned by:

D2A093FF776F42E...

6/14/2023