



Elite Academic Academy - Lucerne

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

August 3rd, 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 August 3rd, 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: 9:00 am

1.0 Call To Order

Roll Call:

Susan McDougal, Cody Simms, Kent Christensen

Present Present Present

Cody Susan

2.0 Approve/Adopt the Agenda

It is recommended the Board of Directors adopt as presented the agenda for the Board Meeting of August 3rd, 2023.

Motion: Second:

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

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.

Open (Time): 9:01 am
Close (Time): 9:13 am

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: 9:13 am

6.0 Pledge Of Allegiance

Led By: Susan McDougal

7.0 Open Session

8.0 Public Comment

Please submit a request to speak to the Board of Directors. Cards can be asked for by emailing galtamirano@eliteacademic.com. Please complete and return the form for agendized or non-agendized items, prior to the meeting. Not more than three (3) minutes are to be allotted to any one (1)

speaker, and no more than twenty (20) minutes on the same subject. This portion of the agenda is for comments, recognitions and reports to the Board and is not intended to be a question and answer period. If you have questions for the Board, please provide the Board President with a written copy and an administrator will provide answers at a later date. A request for disability-related modifications or accommodations in order to participate in the public meeting, including auxiliary aids or services, may be made to Ms. Meghan Freeman at mfreeman@eliteacademic.com at least 72 hours prior to the meeting.

9.0 General Functions

9.1 Informational Items

A. CEO Authorizer Report

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

B. Elite X Update

[Elite X Video](#)

[EliteX Board Presentation 8.1.23 .pdf](#)

C. Cash Flow Update

[FY 23.24 EAA CASH FLOW_BUDGET - LU Cash Graph \(1\).pdf](#)

Cody Kent

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

9.2 Consent Agenda

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

A. Meeting Minutes from June 14th , 2023

[EAA LU 06.14.23.pdf](#)

B. Warrant Register

[WarrantRegisterLU_July_2223 \(1\).pdf](#)

C. New Instructional Materials Community Partners

[Elite Academic Instructional Service Community Partner_July_2023 - VCI Community Partners.pdf](#)

D. New Educational Materials Community Partners

[Elite Academic Educational Materials Partner_July_2023.xlsx - EM Partners.pdf](#)

E. Job Descriptions

[JD - Administrative Assistant - Ed Services \(pending board approval\).pdf](#)

10.0 Personnel Services

10.1 Employee Contracts

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

[Certificated Employee Contracts LU.pdf](#)

[Temp Classified Employee Contracts LU.pdf](#)

[Temp Certificated Contracts.pdf](#)

Cody Kent

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

10.2 Employee Contract Addendums

Cody Kent

Motion: Second:

* Motion to open items 10.1 through 10.3 together:
Motion: Cody
Second: Kent

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

[Certificated Employee Addendums LU.pdf](#)

[Temp Classified Employee Addendums LU \(1\).pdf](#)

[Temp Classified Addendums.pdf](#)

10.3 Employee Release and Resignations

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

[Seperation Documents.pdf](#)

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 to open items 11.1 through 11.2 together:
Motion: Cody
Second: Kent

11.0 Business Services

11.1 Lux Bus Invoices

It is recommended that the board retroactively approve the following Lux Bus Invoices for Elite Academic Academy - Lucerne.

[LuxBus Invoice.pdf](#)

[Lux Bus America - Receipt \(Payment No_ 66016\).pdf](#)

11.2 Zybek Proposal

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

[2023_Zybek Sofi_0706 proposal.pdf](#)

11.3 Abre Invoice

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

[Abre Invoice 23.24.pdf](#)

11.4 Addendum to AMG Contract

It is recommended that the board approve the following Addendum to AMG Contract for Elite Academic Academy - Lucerne.

[7.31.23_AOC_Addendum.pdf](#)

11.5 Addendum to MOU

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

[6.7 MEMORANDUM OF UNDERSTANDING re Downey Unified School District - On-Site Enrollment - DWK Comments\(4064030.1\).pdf](#)

[6.7 MEMORANDUM OF UNDERSTANDING re Downey Unified School District - DWK Comments\(4064045.1\).pdf](#)

11.6 Elite Insurance Invoices

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

[Elite Academic - ADD invoice \(1\).pdf](#)

[Elite Academic - August WC invoice.pdf](#)

[Elite Academic - Cyber invoice \(1\).pdf](#)

[Elite Academic - July WC invoice.pdf](#)

[Elite Academic - Lucerne ELL invoice \(2\).pdf](#)

[Elite Academic PKG-CUB binder \(3\).pdf](#)

11.7 August 2023 Professional Development Proposals

It is recommended that the board approve the following Aug. 2023 Professional Development Proposals for Elite Academic Academy -

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.

*Motion to change the name of item 11.5 to Memorandum of Understanding for DUSD:
Motion: Cody
Second: Kent
Vote: Susan; Aye, Cody; Aye, Kent; Aye.
Item carries 3-0.

Lucerne.

[Elite Academic Academy Estimate 7.24.23 \(1\).pdf](#)

[Encore AV Proposal- Final.pdf](#)

11.8 Apple Technology Equipment Invoices

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

[Apple Tech Invoice EAA LU.pdf](#)

11.9 Accelerate Education Proposal

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

[Accelerate Education Quote 23.24.pdf](#)

[Accelerate Education.pdf](#)

11.10 StrongMind Invoice

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

[StrongMind Invoice.pdf](#)

11.11 High Density Storage Proposal

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

[High Density Proposal.doc](#)

11.12 Loan Documents for EAA-Lucerne

It is recommended that the board approve the following loan documents to secure gap funding based on increased enrollment for the 2023.24 Elite Academic Academy- Lucerne school year.

[Annualized Interest Calculator - Financing Scenarios.pdf](#)

[FY24 August FE - EAA Lucerne.pdf](#)

[Ack Reso EAALU 8.3.23.pdf](#)

*Motion to open items 11.9-11.11 together:
Motion: Cody
Second: Kent

CFO explained to the board that this gap funding involves the factoring of receivables, rather than a LOC or loan. CFO further discussed the differences between these financing activities, and why the term "loan" is used here as a simple language convenience, rather than a specific definition of activity.

Cody Susan (Kent Abstains)

Motion: Second:
Vote:
Susan; Aye, Cody; Aye, Kent; Abstains.
Item carries 2-0.

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.

12.0 Educational Services/Policy Development

12.1 Public Records Act Request Fees Policy

It is recommended that the board approve the following Public Records Act Request Fees Policy for Elite Academic Academy - Lucerne.

[Board Policy_ Public Records Act Request Fee.pdf](#)

Cody Kent

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

13.0 Report of Action Taken in Closed Session

The Board will report any action taken in closed session as required by law. During closed session the board took action to approve the release of employee number 03 with a severance package of 12 5 .00 equal to one month s additional pay.

14.0 Calendar

The next regularly scheduled meeting is September 7th, 2023 at 9:00 a.m.

15.0 Board Comments and Future Planning

16.0 Adjournment

In compliance with Government Code section 54957.5, open session materials distributed to Board Members for review prior to a meeting may be viewed at the eliteacademic.com or at the scheduled meeting. Board agenda back-up materials may also be requested by calling the School at 1(866)354-8302. In addition, if you would like a copy of any record related to an item on the agenda, please contact administration.

In compliance with the American with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meetings of

Cody Kent


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

Time: 10:03 am

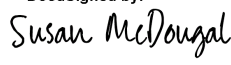
the charter's board of directors, please contact the School at 1 (866) 354-8302. Notification 72 hours prior to the meeting will enable the School to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the School shall also make available this agenda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

Staff Present:

Meghan Freeman
Tracy Hasper
Gena Altamirano
Evan Jorgensen
Ashly Steele
Gabriela Madero
Melvin Thomas
Tamara Radford
Allison Watters
Katie Pollock
Jamie Glantz
Chelsie Wright
Ashlea Kirkland
Adam Woodard
Karen Makkai
Laura Spencer
Jen Edick
Lauren Valdez
Antonette Sims
Monique Waithe
Shirley Alvarez
Teresa Schaffer

DocuSigned by:

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9/11/2023

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9/7/2023