



# Elite Academic Academy - Mountain Empire

Join Zoom Meeting

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pwd=dVJiSVBTbTNIeGZobGduSk1NZINyZz09 Meeting ID:  
943 3932 2461 Passcode: 517181

February 1st, 2024 at 10:00 am

43414 Business Park Drive, Temecula, CA 92590

3406 Winona Ave., Burbank CA 91504

9337 Vervain Street, San Diego , CA 92129

13456 Chaco Court, San Diego, CA 92129



## Elite Academic Academy - Mountain Empire -February 1st, 2024

Elite Academic Academy - Mountain Empire

### Meeting Location

Any public vote will be done by roll call to ensure the public knows who is speaking and voting. Members of the public may easily 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

Time:

### 1.0 Call To Order

Roll Call:  
Kent Christensen, 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 1st, 2024.

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.  
Nomination For:  
Nomination by:  
Nomination Seconded by:

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.  
Nomination For:  
Nomination by:  
Nomination Seconded by:

Motion: Second:  
Vote:

#### 3.3 Election of Treasurer/Clerk

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

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 January 2024.pdf

#### B. Audit Summary 2022-23

22.23 Final Audit (signed) EAA-ME.pdf

#### C. LCAP Annual Update

### 9.2 Consent Agenda

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

Motion: Second:  
Vote:

#### A. Meeting Minutes from December 7th, 2023

EAA-ME 12.07.23.pdf

#### B. Warrant Register

WarrantRegisterME\_Jan\_2324.pdf

#### C. New Instructional Materials Community Partners

Elite Academic Instructional Service Community  
Partner\_December\_23\_January\_24 - VCI Community  
Partners.pdf

#### D. New Educational Materials Community Partners

Elite Academic Educational Materials  
Partner\_January\_2024.xlsx - EM Partners.pdf

#### E. Job Descriptions

JD - 2024 Temporary Virtual Instructional Assistant (pending  
board approval).pdf

## 11.0 Personnel Services

### 11.1 Employee Contract Addendums

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

EAA-ME Contract Addendum 01.2024.pdf

Motion: Second:  
Vote:

### 11.2 Employee Changes of Relationship

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

EAA-ME CORs 01.2024.pdf

Motion: Second:  
Vote:

### 11.3 Employee Release and Resignations

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

Motion: Second:  
Vote:

## 12.0 Business Services

### 12.1 A-G Grant Progress Report

It is recommended that the board approve the following A-G Grant Progress Report for Elite Academic Academy - Mountain Empire.

Motion: Second:  
Vote:

ME\_A-  
G\_Completion\_Improvement\_Grant\_Plan\_Progress\_Report\_Elite\_Academic\_Academy\_-  
\_Mountain\_Empire\_20240102.pdf

### 12.2 Feb. 2024 Staff Professional Development Budget

It is recommended that the board approve the following Feb. 2024 Staff Professional Development Budget for Elite Academic Academy - Mountain Empire.

Motion: Second:  
Vote:

Feb 2024 PD Budget Westin South Coast.xlsx - Summary.pdf

### 12.3 Amazon Business Line of Credit

It is recommended that the board retroactively approve the following Amazon Business Line of Credit for Elite Academic Academy - Mountain Empire.

Motion: Second:  
Vote:

Amazon LOC.pdf

### 12.4 Marketing Materials Invoice

It is recommended that the board approve the following Marketing Materials Invoice for Elite Academic Academy - Mountain Empire.

Motion: Second:  
Vote:

Bagger Sports Invoice.pdf

### 12.5 Peak Performance Testing Center Invoice

It is recommended that the board approve the following Peak Performance Testing Center Invoice for Elite Academic Academy - Mountain Empire.

Motion: Second:  
Vote:

EST-2024 July 8 Elite Academic (1) (1) (1).pdf

Beverage Service Non-Catered.pdf

### 12.6 Independent Contractor Agreement

It is recommended that the board approve the following Independent Contractor Agreement to support our SOAR program for Elite Academic Academy - Mountain Empire.

Motion: Second:  
Vote:

23.24 IC Agreement

## 13.0 Educational Services/Policy Development

### 13.1 SARC report

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

Motion: Second:  
Vote:

2023\_School\_Accountability\_Report\_Card\_Elite\_Academic\_Academy\_-  
\_Mountain\_Empire\_20240125.pdf

### 13.2 Employee Handbook 2024

It is recommended that the board approve the following Employee Handbook 2024 for Elite Academic Academy - Mountain Empire.

Motion: Second:  
Vote:

2024 EAA-Mountain Empire Employee Handbook (pending board approval).pdf

### 13.3 Updated Fiscal Policies Handbook

It is recommended that the board approve the following Updated Fiscal Policies Handbook for Elite Academic Academy - Mountain Empire.

Motion: Second:  
Vote:

FY23.24\_ME\_REVISED FISCAL POLICIES\_V2.docx.pdf

### 13.4 2024-25 School Calendars

It is recommended that the board approve the following 2024-25 School Calendars for Elite Academic Academy - Mountain Empire.

Motion: Second:  
Vote:

2024-2025 Calendar Draft for Board Approval - Year Round .pdf

2024-2025 Calendar Draft for Board Approval - Traditional .pdf

### 13.5 Updated Employee Arbitration Agreement

It is recommended that the board approve the following Updated Employee Arbitration Agreement for Elite Academic Academy - Mountain Empire.

Motion: Second:  
Vote:

2024 EAA Arbitration Agreement (1).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 7th, 2024 at 10:00 am.

### 16.0 Board Comments and Future Planning

Time:

### 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.