



Elite Academic Academy - Lucerne

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Meeting ID: 975 6620 2696 Passcode: 920373

March 8th, 2024 at 9:00 am

43414 Business Park Drive, Temecula, CA 92590

23504 Lyons Avenue, Santa Clarita CA 91321

109 Don Carlos Way, Ojai, CA 93023

43495 Palm Royale Dr., La Quinta, CA 92253



Elite Academic Academy - Lucerne March 8th, 2024

Board Of Directors - Elite Academic Academy - Lucerne

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:

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

Time:

1.0 Call To Order

Roll Call:

Susan McDougal, Nicole Aguirre, Cody Simms

2.0 Approve/Adopt the Agenda

It is recommended the Board of Directors adopt as presented the agenda for the Board Meeting of March 8th, 2024.

Motion: Second:
Vote:

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:

6.0 Student Introduction

Led By: Ms. Smith and Jizelle C. (presented in English and ASL)

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 February 2024 CEO Report.pdf](#)

9.2 Consent Agenda

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

Motion: Second:
Vote:

A. Meeting Minutes from February 1st, 2024 and March 1st, 2024

[EAA-LU 02.01.2024.pdf](#)

[Elite Academic Academy Lucerne- Special Meeting, March 1st, 2024.pdf](#)

B. Warrant Register

[WarrantRegisterLU_Feb_2324 \(1\).pdf](#)

C. New Instructional Materials Community Partners

[Elite Academic Instructional Service Community Partner_February_2024 - VCI Community Partners.pdf](#)

D. New Educational Materials Community Partners

[Elite Academic Educational Materials Partner_February_2024.xlsx - EM Partners.pdf](#)

E. Job Descriptions

[JD - 2024 Temporary Level Up POD Lead \(pending board approval\).pdf](#)

[JD - 2024 Temporary Teacher of Record \(pending board approval\) .pdf](#)

[JD - 2024 Temporary Content Teacher \(Peak Performance position\) \(pending board approval\).pdf](#)

[JD - Elite Fellows \(rider\) \(pending board approval\) .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.

[EAA LU Employee Contracts 02.2024.pdf](#)

Motion: Second:
Vote:

10.2 Employee Contract Addendums

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

[EAA LU Employee Addendums 02.2024.pdf](#)

Motion: Second:
Vote:

10.3 Employee Release and Resignations

Motion: Second:

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

Vote:

[EAA LU Employee Release and Resignation 02.2024.pdf](#)

10.4 Staffing Calendars for 2024/25

It is recommended that the board approve the following Staffing Calendars for 2024/25 for Elite Academic Academy - Lucerne.

Motion: Second:
Vote:

[\(DRAFT\) HR 2024-2025 Calendars for Staffing - 200 \(New Hire\) Certificated Calendar.pdf](#)

[\(DRAFT\) HR 2024-2025 Calendars for Staffing - 24_25 Employee Payroll Calendar.pdf](#)

[\(DRAFT\) HR 2024-2025 Calendars for Staffing - 34 \(Temp - Level Up\) Calendar.pdf](#)

[\(DRAFT\) HR 2024-2025 Calendars for Staffing - 189 \(11 month\) Certificated Calendar.pdf](#)

[\(DRAFT\) HR 2024-2025 Calendars for Staffing - 224 \(12 month\) Certificated Calendar.pdf](#)

[\(DRAFT\) HR 2024-2025 Calendars for Staffing - 232 \(12 month\) Director_Coordinator Calendar.pdf](#)

[\(DRAFT\) HR 2024-2025 Calendars for Staffing - 238 \(12 month\) Classified Calendar.pdf](#)

11.0 Business Services

11.1 Second Interim

It is recommended that the board approve the following Second Interim for Elite Academic Academy - Lucerne.

Motion: Second:
Vote:

[FY24_EAA_LU_SecondInterim_BoardReport.pdf](#)

[FY24_EAA_LU_SecondInterim_CashGraph.pdf](#)

[FY24_EAA_LU_SecondInterim_CountyForm.pdf](#)

[FY24_EAA_LU_SecondInterim_LCFFCalculator.pdf](#)

11.2 CTEIG Expenditure Report for the 22/23 Fiscal Year

It is recommended that the board approve the following CTEIG Expenditure Report for the 22/23 Fiscal Year for Elite Academic Academy - Lucerne.

Motion: Second:
Vote:

[LU_CTEIG_Financial_Expenditure_Report_24.xlsx](#)

11.3 Overnight Field Trips

It is recommended that the board approve the following Overnight Field Trips for Elite Academic Academy - Lucerne.

Motion: Second:
Vote:

[Overnight Field Trip Request for Board Approval - Falcon Family Camp.pdf](#)

[Overnight Field Trip Request for Board Approval - Santa Cruz Island.pdf](#)

11.4 Independent Contractor Agreements

It is recommended that the board approve the following Independent Contractor Agreements for Elite Academic Academy - Lucerne.

Motion: Second:
Vote:

[23.24 Jeff W. IC Agreement.pdf](#)

[23.24 Jordan M. IC Agreement.pdf](#)

[23.24 Torrence T. IC Agreement.pdf](#)

12.0 Educational Services/Policy Development

12.1 Updated Class Rank Policy (Parent Student Handbook 23.24)

It is recommended that the board approve the following Updated Class Rank Policy (Parent Student Handbook 23.24) for Elite Academic Academy - Lucerne.

[Update to Class Rank Policy 02.2024.pdf](#)

Motion: Second:
Vote:

12.2 Elite Website Privacy Policy

It is recommended that the board approve the following Elite Website Privacy Policy for Elite Academic Academy - Lucerne.

[Elite Academic Academies Website Privacy Policy \(01.25.24\).pdf](#)

Motion: Second:
Vote:

12.3 Updated Student Calendars for 2024/25

It is recommended that the board approve the following Updated Student Calendars for 2024/25 for Elite Academic Academy - Lucerne.

[\(DRAFT\) HR 2024-2025 Calendars for Staffing - Traditional Student Calendar.pdf](#)

[\(DRAFT\) HR 2024-2025 Calendars for Staffing - Year-round Student Calendar.pdf](#)

Motion: Second:
Vote:

12.4 Student Open Enrollment Calendar for 2024/25

It is recommended that the board approve the following Student Open Enrollment Calendar for 2024/25 for Elite Academic Academy - Lucerne.

[24_25 Open Enrollment Calendar \(pending board approval\).pdf](#)

Motion: Second:
Vote:

12.5 Elite Confidentiality Agreement 2024

It is recommended that the board approve the following Elite Confidentiality Agreement 2024 for Elite Academic Academy - Lucerne.

[Elite Confidentiality Agreement-2024.pdf](#)

Motion: Second:
Vote:

12.6 Updated School Safety Plan

It is recommended that the board approve the following Updated School Safety Plan for Elite Academic Academy - Lucerne.

[2024 Elite Safety Plan-Lucerne \(pending board approval\).pdf](#)

Motion: Second:
Vote:

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 board meeting is April 4th, 2024 at 9:00 am.

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 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.

Motion: Second:
Vote:

Time: