



Elite Academic Academy - Mountain Empire

Join Zoom Meeting

[https://eliteacademic.zoom.us/j/94339322461?](https://eliteacademic.zoom.us/j/94339322461?pwd=dVJiSVBTbTNIeGZobGduSk1NZINyZz09)
pwd=dVJiSVBTbTNIeGZobGduSk1NZINyZz09 Meeting ID:
943 3932 2461 Passcode: 517181

March 7th, 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 -March 7th, 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 March 7th, 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 Katrina W. (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

9.2 Consent Agenda

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

Motion: Second:
Vote:

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

EAA-ME 02.01.2024.pdf

Elite Academic Academy Mountain Empire- Special Meeting, March 1st, 2024.pdf

B. Warrant Register

WarrantRegisterME_Feb_2324.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 Content Teacher (Peak Performance position) (pending board approval).pdf

JD - 2024 Temporary Level Up POD Lead (pending board approval).pdf

JD - 2024 Temporary Teacher of Record (pending board approval) .pdf

JD - Elite Fellows (rider) (pending board approval) .pdf

10.0 Personnel Services

10.1 Employee Contract Addendums

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

Motion: Second:
Vote:

EAA-ME Employee Addendums 02.2024.pdf

10.2 Staffing Calendars for 2024/25

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

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 Report

Motion: Second:

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

Vote:

FY24_EAA_ME_SecondInterim_BoardReport.pdf

FY24_EAA_ME_SecondInterim_CashGraph.pdf

FY24_EAA_ME_SecondInterim_CountyForm.pdf

FY24_EAA_ME_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 - Mountain Empire.

Motion: Second:
Vote:

ME_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 - Mountain Empire.

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

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 - Mountain Empire.

Motion: Second:
Vote:

Update to Class Rank Policy 02.2024.pdf

12.2 Elite Website Privacy Policy

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

Motion: Second:
Vote:

Elite Academic Academies Website Privacy Policy (01.25.24).pdf

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 - Mountain Empire.

Motion: Second:
Vote:

(DRAFT) HR 2024-2025 Calendars for Staffing - Traditional Student Calendar.pdf

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

12.4 Student Open Enrollment Calender for 2024/25

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

Motion: Second:
Vote:

24_25 Open Enrollment Calendar (pending board approval).pdf

12.5 Elite Confidentiality Agreement 2024

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

Motion: Second:
Vote:

Elite Confidentiality Agreement-2024.pdf

12.6 Updated School Safety Plan

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

Motion: Second:
Vote:

2024 Elite Safety Plan-Mountain Empire (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 April 4th, 2024 at 10:00 am.

15.0 Board Comments and Future Planning

Time:

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:



CEO REPORT



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



Elite Eagles

February Celebrations

This past month has been exceptionally busy for us. We wrapped up the first semester, kicked off the second one, and enjoyed coming together in Orange County for Professional Development as a full team. Throughout the bustling three-day event, we focused on learning, building community, and exploring the art of creating connections with our engaging keynote speaker, Mr. Brian Fretwell. Our current focus is on improving our interactions with students, as our fellows shared a year's worth of work on the TWIG (Teaching With Intention Guide). This innovative guide, crafted by our Elite X Fellows, mirrors the instructional rounds model by outlining specific expectations and encouraging reflective practice to enhance the content and elevate the experience for both students and educators in our virtual setting.

2023/2024 Teacher of the Year: Ruthie Chatton

Ruthie Chatton is our Teacher of the Year! A huge congratulations to Ruthie, who is our Virtual Lead Teacher. Her colleagues nominated Ruthie for exhibiting the Six C's for being an extraordinary teacher. Ruthie's dedication to her students and her team shines everyday. She is an expert in areas of non-classroom based education, and always has time to lend a helping hand or words of encouragement to her colleagues. Ruthie has been instrumental in leading the NXTLVL gaming with our middle school students. We are so honored you have chosen to #BeElite.



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



FEBRUARY PD A HIT!



2024 ELITEX FELLOWS



CURRICULUM COMMITTEE



On February 15th and 16th, over 140 Elite staff convened in Costa Mesa for our Spring Professional Development. 16 workshops were offered by our staff on Thursday so that staff could tap into the knowledge and passion of each other. Teachers enjoyed this approach, as shared on our feedback survey: “Amazing! I loved hearing new ways to get organized and be more efficient from veteran TORs.”

On Friday, keynote speaker Brian Fretwell discussed the importance of meaningful connections, inspiring the staff to look at new ways to combat loneliness and develop lifelong interpersonal skills.

Congratulations to our first group of EliteX Fellows. Each Fellow committed over 140 hours of their time to learn instructional strategies that value student voice and choice, while also developing Elite’s 6Cs.

Valerie Zamora recently reflected, “After incorporating strategies learned through EliteX... ..It is apparent that I have really learned to let go of the reins when it comes to facilitating sessions. Of course there are still moments in time when I guide and prompt but I’m still practicing!” Valerie’s reflection illustrates the pivot and growth she’s made as a Fellow.

We are excited to announce the building of our new Elite Curriculum Committee. Together we will curate our course offerings, assessment variety, and skill practice, and we will collaborate on creating new courses we think will excite our Elite Eagles!

OPS UPDATES COMING SOON

OPS is undergoing exciting changes in the near future. Following several meetings, we have solidified the vision for OPS, set to take effect around April and as we transition into the next Fall. The team has exerted considerable efforts to ensure our vendors receive the necessary information to fulfill orders while safeguarding student privacy. We are eagerly anticipating the new changes and look forward to presenting it to teachers.

STUDENT DEVELOPMENT

Elite Clubs

14 out of our 19 clubs met this month! Our Rad Readers chose their new book and in-person experience for this semester. The Junior Kindness Club is completing the Great Kindness Challenge and getting all of our students involved by helping them complete acts of kindness! Our Podcast Team did a live recording at the Downey Innovation Center. Other club activities included 'beginners' yoga, scrapbooking about K Pop and Dramas, learning about Pablo Picasso, and so much more.

CAREER TECHNICAL EDUCATION

Freelance Interpreting Road Map



Jizelle C. and Slade S., exemplary students in the **CTE Elite ASL Education pathway**, have demonstrated remarkable proficiency and dedication in the ASL Education pathway. Jizelle's ingenuity shines through her **creation of a comprehensive Freelance Educational Road Map, showcasing her strategic planning and organizational skills.** Meanwhile, Slade has excelled in presenting his expertise through **two projects—first, a detailed presentation on Factors in Interpreting, revealing his in-depth understanding of the intricacies involved.** His insightful presentation on Interpreting in Different Settings underscores his adaptability and nuanced grasp of the diverse contexts within American Sign Language interpretation. Their exceptional achievements underscore their commitment to excellence within the ASL Education pathway. Way to #BeElite!

ELITE'S NEWEST CLUB: ANIMATION & POETRY

We started **two new clubs this month!** The animation club is for 6th-12th graders that want to help create video game prototypes and animated short films led by Mr. Marshall. We also added a Poetry Club. The poetry club is for high school students who would like to write original poems, discuss pieces from famous poets, and give a creative outlet for expression. Our Art Club hosted a virtual visit to the Bowers Museum!

Field Trips



Field trips this month included a lot of learning, both indoors and out! We went ice skating, visited a Dairy farm, toured the UCLA campus, hiked the Indian Canyon, and caught the latest showing of "The Lion King" at Segerstrom Center of the Arts. We also went to an LA Clippers game where we cheered on **5 of our Elite Students that performed** with their dance groups at the Clipper's Half Time show!

Animation Studio Club
with Mr. Marshall

Beginning February 14th-1pm
Grades 6-12

Get ready to level up your skills with our exciting project-based learning experiences!

Join us as we embark on an epic journey to create video game prototypes and animated short films alongside a club mentor!

Visit ParentSquare to Join!

OPERATIONS

WE HAVE OFFICIALLY CLOSED ENROLLMENT FOR THE CURRENT SCHOOL YEAR AND NOW ARE RAMPING UP FOR OUR RE-ENROLLMENT CAMPAIGN AND OUR 24/25 OPEN ENROLLMENT WINDOWS.

ADMISSIONS



COMPLIANCE



STATE REPORTING



We have officially closed enrollment for the current school year and now are ramping up for our re-enrollment campaign and our 24/25 open enrollment windows. Families who attend a charter school must re-enroll each school year, therefore we must ask for confirmation of their intent for next year. **Our re-enrollment for the past three years has averaged 77%. If we continue at this rate, we are expecting 1314 students to continue with us for the 24/25 school year.** This will leave us approximately 840 spots for new students to join us next year.

The team continues to work through each learning period, recording inefficiencies and errors, ensuring our files meet all independent study requirements. **This year, we implemented the use of the Monday board to help notify each academy's liaisons of areas of concern.** This has been a work in progress, but has helped with getting support from our academies to our teachers who need it. The team will continue to work on methods to make the process of independent study compliance more efficient, such as working closely with the curriculum team to ensure work samples are compliant, etc.

Our Calpads specialist, Vincent Heredia has successfully certified our schools' Fall 2 data. This report period consists of data collection of English Learners, (including designated and integrated instruction, teachers providing services, and language acquisition status), Teacher assignments, (including credentials, ratios, and course selections), Course Assignments per student, and finally our Post Secondary data. This is a comprehensive report that compiles a ton of information about our schools. **Thank you Vincent for dedicating your time to ensure our data is reported correctly and on time.**



COMMUNITY RELATIONS

CURRENT ELITE COMMUNITY PARTNERS: 241 VCI/ 169 EMR
PROCESSED PRE-APPROVED SERVICES: 839+
INVENTORY/CURRICULUM ITEMS SHIPPED: 1,425+

COMMUNITY PARTNERS



The Community Relations Department has **received and processed renewal paperwork for 154 returning community partners and 151 new applications [VCIs and EMRs]**. The CR department continues to receive many inquiries from new prospective vendors. Thank you to all of the families and staff who are working together to bring new community partners to Elite!

PERSONALIZING EDUCATION



The Community Relations Department encourages families to submit pre-approvals for their students' spring enrichment activities and educational materials. It is the CR team's goal to ensure that families are completing the correct paperwork in a timely manner. **The CR team has continued to inform vendors that becoming an Elite community partner is an option and beneficial to all Elite students!**

SHIPPING



Team Member Highlight: Kevin Oley

This month, the Community Relations Department would like to recognize **Kevin Oley**. He has been a CR clerk for three years and during that time he has shown great leadership and initiative. Kevin is a jack of all trades when it comes to juggling different projects to organizing an entire library full of curriculum. His eagerness to support where there's a need is a tremendous contribution to the CR department. We wouldn't be the same without him.



The Community Relations Department has packed and shipped **over 1,400 envelopes/boxes for Spring Curriculum & Course Supplies, Welcome Boxes for new students, Student Fall Awards, Kindness Awards and more!** This team has also supported the endless prep work it took to bring all of the details at our February professional development a success! Thank you to our inventory team for working on projects both big and small!



Art by Genieveve H



HOMESCHOOL

ENROLLMENT: 858 STUDENTS
MOUNTAIN EMPIRE: 530 | LUCERNE: 328

Congratulations!

STAFF HIGHLIGHT: SHELLEY DIAZ

IN-PERSON PROFESSIONAL DEVELOPMENT

ELITE-X JUMPSTART GRADUATES

Shelley has been with Elite as a Homeschool Teacher since **Year 1**. She is patient, wise, and targeted in guiding families with high expectations and flexibility.



Our Homeschool Staff joined the rest of the Elite Family for our February Professional Development!

Homeschool Staff presented to Elite on topics ranging from Organization and **Tech Tools** for Teachers, Showcasing **Project-Based Learning, Curriculum Choices** and Options, and **Thematic Teaching**. We are thankful for all who presented as we learn together to serve our students and families!

Congrats to our **four** Homeschool Teachers who graduated the **voluntary Elite-X Jumpstart** Program this month. Through this program, they collaborated with fellow Elite staff to challenge their thinking about confusion and evaluate **needs of their students**. Through this game-based platform, they worked together to think through the **6 C's at Elite**.

Let's hear from some of her families!

"Shelley is a proactive teacher. She is always on top of my children's learning and makes sure to find resources and curriculum that helps the kids learn. I love that she truly wants students to succeed in academic and personal goals."

-Gonzalez Family (4 years with Shelley)



*"Miss Shelley has been a wonderful support for us. She always comes to our meetings with a positive attitude, ready to engage in a friendly way with each kid. She's helped us figure out some challenges along the way, providing resource suggestions, advice and even extra tutoring sessions. She knows our kids well and sees the best in them, too. She is flexible and very easy to work with. We appreciate her role in our children's education over the years. **She's the best!**"*

-Hoare Family (4 years with Shelley)



Shelley - We are so thankful for you!!

With 37 Staff Members in Homeschool on a primarily virtual team, we are continuing our work from PD to focus on **Authentic Connections, Vulnerability, and Trust**.



Rachelle Marcon



Cienamon Bailey



Kelly Mortensen



Leslie DeMedicis

EXPANDING OUR HOMESCHOOL COMMUNITY (IN-PERSON!)

As part of our Tactical Planning, we have focused on building our Homeschool Community to offer more **consistent** and **organic** ways for families to engage with each other surrounded by **fun learning**. The decision to homeschool can be isolating, so it's up to us to build a community!

Expanding IN-PERSON Class Options at Parks

We are now offering **THREE In-Person Park Opportunities for weekly Eagle Explorer Classes!**

- **Art in the Park** (K-8th grade): Takes place at Los Serranos Park (Chino Hills) from 1:00-1:45pm on Tuesdays
- **Treasure Hunting** (K-8th grade): Takes place at Hermosa Park (Rancho Cucamonga) from 10:00-11:00am on Thursdays
- **Lego Legends** (K-8th grade): Takes place at Horse Creek Ridge County Park (Fallbrook) at 9:00-10:00am on Wednesdays





FLEX

CONNECTION HIGHLIGHTS



STUDENT SPOTLIGHT

Monroe Magoon, a third-grade student, recently completed a project where she designed her dream house using a variety of shapes she learned in her geometry lesson last week.



FLEXPERIENCE: OWL PELLET PARK DAY

Students were introduced to the fascinating world of owls, exploring their unique characteristics, habitats, and adaptations. Students utilized critical thinking skills and enhanced their understanding of food chains and predator-prey relationships as they dived into the owl pellet. Sixty families attended our park day!



FLEX PD: MOY DATA DIVE

Our dedicated teachers at Flex Academy gathered to review and celebrate MOY data, collaborate on a comprehensive plan to address gaps in academic performance and prepare students for upcoming state testing. Flex students showed a 9% increase in math proficiency on the MOY assessments. Amidst intense focus, they found solace in breaking bread together, forging stronger bonds as colleagues, and reaffirming our shared mission to guide every student toward their fullest potential. Their dedication and camaraderie testify to the transformative power of teamwork.



TEACHER SPOTLIGHT: TAMI VIVEROS



Tami Viveros is a warm, nurturing teacher who makes every student feel valued and appreciated. Her virtual classroom is a cozy haven of learning where curiosity thrives and mistakes are seen as opportunities for growth. Besides her exceptional teaching skills, she is patient and compassionate, always willing to listen and offer encouragement. Tami's unwavering dedication to her students' success extends beyond the classroom, leaving a lasting impact on all in her care.



accurately and a lot more fluently. It made me emotional 🥰

I just want to say thank you again for everything and all of the support and quick responses from you. We appreciate you so much and flex was the best decision I could've made for her, but have you as her teacher has made all the difference



CURRENT ENROLLMENT: 538 -16 NEW STUDENTS ADDED IN THE LAST WEEK AND WE HIRED 1 NEW TOR!

**ELITE-DOWNEY
HAPPENINGS**



We want to take a minute to formally announce our new Downey Elite Center Staff leader: Ms. Cristina Planchon! Cristina has graciously taken over the role of overseeing the on-site activities at our EIC. She has done an amazing job with family and student outreach. Last week, two specific students were able to raise their grades in Science and PE from failing to a B, because they worked with Cristina one-on-one! Her support and love for students is already evident in attendance and participation from students coming to the EIC.



We also had Mr Tom Olson stop by and conduct a Beginners Drawing Class with our students last week!

**WELCOME:
MS. SAMANTHA ABDULLAH!**



We are pleased to formally introduce you to our newest TOR, Ms. Samantha Abdullah!! Samantha comes to us with 14 years of educational experience from Santa Clarita! She possesses a Masters in Curriculum and Instruction and is a former HS English Teacher and ASB advisor!!! Samantha has caught on quickly and is very excited to be a part of the Virtual Team. She loves to engage with students and families. We are so fortunate that Samantha chose to join our team, and we are looking forward to a very bright future with her as our latest team member in our growing academy! Thank you, Samantha!!! #BeElite

**STUDENT SPOTLIGHT:
MIA YSABELLE WILLIAMS**



Mia Ysabelle Williams is a standout student at Elite Academic Academy. Mia consistently achieves top grades, demonstrating her dedication to academic excellence. Yet, her interests extend far beyond textbooks and exams. Outside of school, she has three main hobbies: reading (which she recently picked up), writing, and language learning. She has been learning Korean for five years now - since she was 13- and it has proved to be a fulfilling experience. She also writes as a means of self-reflection and expression. She reads essays, particularly those of Joan Didion's, and they have been illuminating, allowing her to view the world through different, more open perspectives. She plans to take a gap year because she is not sure of a career path yet. Following the advent of AI, however, she has taken an interest in the technological field, as it is ripe with exciting possibilities. She may study Computer Science or something similar.

VIRTUAL ACADEMY TEACHER FEATURE

Please join me in celebrating our February Teacher Feature: **Ms. Valeria Garcia!**



Valeria joined the Elite Virtual team in August of 2023, and has been nothing short of amazing in her unrivaled care for our Elite students. When you enter her Megazoom room, you can **FEEL** the energy and genuine love for her students! A colleague was quoted as saying, **“Valeria understands each one of her students down to the core! She takes time to affirm, motivate, and coach every student and they LOVE attending her open sessions, some with perfect attendance. It immediately becomes evident that she KNOWS her students”**

Another colleague commented, “Parents, students, and colleagues really appreciate Valeria. She has the art and technique of great teaching and relationship building down-packed.”

Downey assessment data YTD shows learning gains in Reading and Math for our Middle school students, as a result of her contributions.

Valeria, your colleagues could not be more spot-on. Thank you for being Elite!





STUDENT SUPPORT

THE ELITE ACCELERATOR PROGRAM IN THE SST STUDENT POPULATION CONTINUES TO MEET WITH STUDENTS WEEKLY. THE PROGRAM GIVES STUDENTS TOOLS TO DEAL WITH THEIR MOST PRESSING NEEDS AND SOLVE CONCERNS SUCH AS MOTIVATION, PROCRASTINATION, AND ISOLATION. KIDS HAVE SET GOALS SUCH AS “RAISE MY GRADES”, “GO TO BED EARLIER”, “LIMIT MY DISTRACTIONS”, AND “MAKE \$ WITH ART”

EARLY GRADUATES



We are excited to celebrate 23 early graduates including 9 early 11th grade graduates! Way to go! We can't wait to celebrate them in person in June!

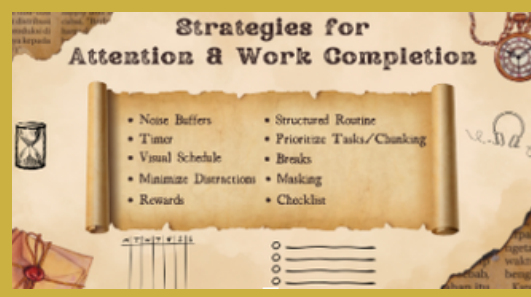
EAA School Counselors had a blast collaborating and innovating in person at our February all staff PD!

KOLBE EXPLORATION IN SPED



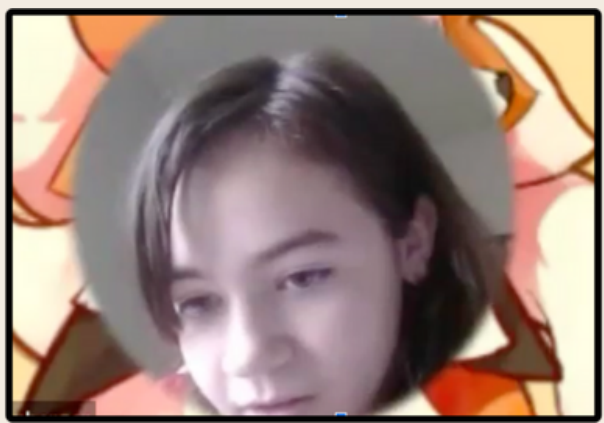
The Special Education Team had a great time team-building at the in-person professional development training. The team explored the strengths of their colleagues and how to utilize those strengths to maximize the effectiveness and quality of the services that are provided to the students.

KINDNESS CLUB



Tier 1 and 2 Supports have shown great improvement this school year. The MTSS team has provided many strategies for working with students who have different needs. Through the SST process, students having a hard time engaging in school were invited to attend the Elite X Accelerator program. This program meets once a week to support students' academic and personal development. These groups have proven to form a supportive environment for growth. More students have been included to better impact a larger group at Elite.

MTSS STUDENT SPOTLIGHT



Elise stated that before she started the Elite X Accelerator program she was having a hard time adjusting to Elite and wanted to leave the school. After building her confidence, learning new skills and getting support from her TOR, content teachers, Academic Coach, and making friends she has become so happy at Elite. Her grades have risen significantly. Elise specifically likes learning strategies to be able to calm herself and to help other people. Her favorite thing to say now is, “I am all good” with a big smile on her face.



Mountain Empire	
Tk -5	431
6-8	210
9-12	196
Total	837

NEXT MONTH

WASC Visits



Our team is eager to join and engage in local WASC committees for fellow charter schools. By collaborating with other schools, we can not only contribute to WASC but also gain insights to enhance and reflect on our own school's progress.

Authorizer update



We are excited about our upcoming meeting with our authorizers this month. We will update them on renewal status, progress towards our goals, and more! We take pride in our work and are eager to delve into the details and demonstrate our growth.

Spring Break



Staff and students are eagerly anticipating Spring Break, a time to unwind and recharge before the final stretch of the school year!



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Meeting Location

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Time: 10:20 a.m.

1.0 Call To Order

Roll Call:

Kent Christensen, Lindsey Burkett, Ronnie Jackson

Present Present Present

Kent Lindsey

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

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: Kent Christensen

Nomination by: Lindsey Burkett

Nomination Seconded by: Ronnie Jackson

Motion: Second:
Vote: Kent; Aye, Lindsey; Aye,
Ronnie; Aye.
Item carries 3-0.

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: Lindsey Burkett

Nomination by: Kent Christensen

Nomination Seconded by: Ronnie Jackson

Motion: Second:
Vote: Kent; Aye, Lindsey; Aye,
Ronnie; Aye.
Item carries 3-0.

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: Ronnie Jackson

Nomination by: Kent Christensen

Nomination Seconded by: Lindsey Burkett

Motion: Second:
Vote: Kent; Aye, Lindsey; Aye,
Ronnie; Aye.
Item carries 3-0.

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: 10:24 a.m.

7.0 Pledge Of Allegiance

Led By: Meghan Freeman

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. 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 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.

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

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

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.

Kent Lindsey

Motion: Second:
Vote: Kent; Aye, Lindsey; Aye,
Ronnie; Aye.
Item carries 3-0.

Motion to open items 11.1-11.3
together:
Motion: Kent
Second: Ronnie

Motion: Second:
Vote: Kent; Aye, Lindsey; Aye,
Ronnie; Aye.
Item carries 3-0.

Motion: Second:
Vote: Kent; Aye, Lindsey; Aye,
Ronnie; Aye.
Item carries 3-0.

Motion: Second:
Vote: Kent; Aye, Lindsey; Aye,
Ronnie; Aye.
Item carries 3-0.

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.

ME_A-
G_Completion_Improvement_Grant_Plan_Progress_Report_Elite_Academic_Academy_-_Mountain_Empire_20240102.pdf

Ronnie Lindsey

Motion: Second:
Vote: Kent; Aye, Lindsey; Aye,
Ronnie; Aye.
Item carries 3-0.

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.

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

Kent Ronnie

Motion: Second:
Vote: Kent; Aye, Lindsey; Aye,
Ronnie; Aye.
Item carries 3-0.

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.

Amazon LOC.pdf

Ronnie Lindsey

Motion: Second:
Vote: Kent; Aye, Lindsey; Aye,
Ronnie; Aye.
Item carries 3-0.

12.4 Marketing Materials Invoice

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

Bagger Sports Invoice.pdf

Kent Ronnie

Motion: Second:
Vote: Kent; Aye, Lindsey; Aye,
Ronnie; Aye.
Item carries 3-0.

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.

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

Beverage Service Non-Catered.pdf

Ronnie Kent

Motion: Second:
Vote: Kent; Aye, Lindsey; Aye,
Ronnie; Aye.
Item carries 3-0.

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.

23.24 IC Agreement

Ronnie Lindsey

Motion: Second:
Vote: Kent; Aye, Lindsey; Aye,
Ronnie; Aye.
Item carries 3-0.

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.

2023_School_Accountability_Report_Card_Elite_Academic_Academy_-_Mountain_Empire_20240125.pdf

Kent Ronnie

Motion: Second:
Vote: Kent; Aye, Lindsey; Aye,
Ronnie; Aye.
Item carries 3-0.

13.2 Employee Handbook 2024

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

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

Ronnie Lindsey

Motion: Second:
Vote: Kent; Aye, Lindsey; Aye,
Ronnie; Aye.
Item carries 3-0.

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.

FY23.24_ME_REVISED FISCAL POLICIES_V2.docx.pdf

Kent Ronnie

Motion: Second:
Vote: Kent; Aye, Lindsey; Aye,
Ronnie; Aye.
Item carries 3-0.

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.

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

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

Kent Ronnie

Motion: Second:
Vote: Kent; Aye, Lindsey; Aye,
Ronnie; Aye.
Item carries 3-0.

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.

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: 11:31 a.m.

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 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.

Ronnie Lindsey

Motion: Second:

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

Kent Ronnie

Motion: Second:

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

Staff Present:

Meghan Freeman
Gena Altamirano
Ashlea Kirkland
Evan Jorgensen
Catherine Heredia
Misty Cervantes
Ashly Steele
Shirley Alvarez
Chelsie Wright
Adam Woodard
Kristine Mason
Laura Spencer
Jen Edick
Teresa Schaffer
Elite Offices
Antonette Sims

Public Present:

Kristen Taketa



Elite Academic Academy - Mountain Empire

Join Zoom Meeting <https://eliteacademic.zoom.us/j/5794614572>

Meeting ID: 579 461 4572

March 1st, 2024 at 9:00 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 Special Meeting - March 1st, 2024

Elite Academic Academy - Mountain Empire

Time: 9:01 am

1.0 Call To Order

Roll Call:

Kent Christensen, Lindsey Burkett, Ronnie Jackson

Present Present Present

2.0 Approve/Adopt the Agenda

It is recommended the Board of Directors adopt as presented the agenda for the Special Board Meeting of March 1st, 2024.

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 14.0.

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)

Kent Ronnie
Motion: Second:
Vote: Kent; Aye,
Lindsey; Aye, Ronnie;
Aye.
Item carries 3-0.

Time: 9:02 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 Trustees, 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.

9.0 General Functions

9.1 Informational Items

Brown Act Training

Our legal counsel will be holding a Ralph M. Brown Act Training for all board members. Members of the public are welcome to attend and view the training.

23-24 Brown Act Training.pdf

Kent Ronnie
Motion: Second:
Vote: Item informational only.
Vote not required.

10.0 Personnel Services

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.

Time: 10:04 am

12.0 Business Services

13.0 Educational Services/Policy Development

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 April 4th, 2024 at 10:00 am.

* Correction. The next regular board meeting is March 7th, 2024 at 10:00 am.

16.0 Board Comments and Future Planning

Time: 10:05 am

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.

Kent Lindsey

Motion: Second:
Vote: Kent; Aye, Ronnie;
Absent at vote, Lindsey; Aye.
Item carries 2-0.

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 District's governing board, 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

* Ronnie Jackson was as present at 9:01 am, during Call To Order and for the duration of the meeting. He was present on Zoom the entire meeting, however, had audio issues during Adjournment and was unable to answer during Vote.

Elite Academic Academy - Mountain Empire

Date	Vendor Name	Account Name	Ref Number	Amount
1/2/2024	NEXTIVA*VOIP SERVICE	Phone / Internet / Website Fees	CC 9912	\$3,680.53
1/3/2024	SANDY PATT* (1 OF 1 PA	Educational Services	CC 9912	\$2,100.00
1/5/2024	WPY*Creative Catering	Parent & Staff meeting food & supplies	CC 9912	\$3,600.00
1/5/2024	Sched LLC	Technology Services & Software - Business	CC 9912	\$300.00
1/5/2024	TIME IS LTD	Technology Services & Software - Business	CC 9912	\$99.00
1/5/2024	Sched LLC	Technology Services & Software - Business	CC 9912	\$299.00
1/7/2024	BENCHCRAFT GOLF COURSE AD	Marketing	CC 9912	\$595.00
1/11/2024	Hotel Dena Pasadena	Travel, Lodging & Meals	CC 9912	\$284.47
1/14/2024	DODGER STADIUM TICKET	Educational Services	CC 9912	\$4,610.00
1/14/2024	SQ *DECA INC.	Dues & Memberships	CC 9912	\$250.00
1/17/2024	KOLBE CORP	Professional Development	CC 9912	\$1,100.00
1/17/2024	ZOOM.US 888-799-9666	Technology Services & Software - Business	CC 9912	\$449.32
1/18/2024	TARGET.COM *	Parent & Staff meeting food & supplies	CC 9912	\$76.96
1/18/2024	TARGET.COM *	Parent & Staff meeting food & supplies	CC 9912	\$19.17
1/21/2024	TARGET.COM *	Parent & Staff meeting food & supplies	CC 9912	\$98.40
1/21/2024	APPLE.COM/US	Technology Equipment - Staff	CC 9912	\$5,343.31
1/21/2024	SQ *VANITY FETE BALLOONS	Professional Development	CC 9912	\$500.44
1/22/2024	STARLINK INTERNET	Phone / Internet / Website Fees	CC 9912	\$150.00
1/24/2024	PURCHASE INTEREST CHARGE	Interest	CC 9912	\$746.81
1/24/2024	WESTIN SO COAST PLAZA	Professional Development	CC 9912	\$43,627.97
1/25/2024	UNITED 0162359009581	Professional Development	CC 9912	\$606.97
1/25/2024	MCGRAW-HILL HIGHER ED	Approved Core Curriculum, Teacher Manuals	CC 9912	\$105.11
1/26/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1CPY-QQG1-P1RM	\$52.06
1/26/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1XMQ-LMMX-F9DW	\$107.98
1/26/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1QQP-DJYF-JKXL	\$75.29
1/26/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	174T-YCDM-LH1Y	\$62.36
1/26/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	196C-G4MR-L6YD	\$148.31
1/26/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	114T-KJW9-1JFH	\$13.37
1/26/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1M6H-XJRR-1J1P	\$189.19
1/26/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1YXJ-FHN1-664T	\$16.89
1/26/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1FKQ-4HXV-4RD6	\$12.43
1/26/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	19LN-J694-4WQ1	\$95.63
1/26/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1PWJ-PRFC-4PGJ	\$12.43

Elite Academic Academy - Mountain Empire

1/26/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	14KC-NMC1-6VGH	\$19.01
1/26/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	176F-TRTC-FXJK	\$54.61
1/26/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1WVQ-7XTH-FGCW	\$8.65
1/26/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1LVJ-9R47-F1VH	\$8.69
1/26/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	176F-TRTC-CV9C	\$8.61
1/26/2024	Jamie York Press	Approved Core Curriculum, Teacher Manuals	21604	\$213.34
1/26/2024	McGraw-Hill School Education, LLC	Approved Core Curriculum, Teacher Manuals	1.30803E+11	\$71.01
1/26/2024	Miaplaza, Inc.	Approved Core Curriculum, Teacher Manuals	4366	\$224.00
1/26/2024	Studies Weekly	Approved Core Curriculum, Teacher Manuals	498766	\$86.09
1/26/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1CPY-QQG1-P1RM	\$220.41
1/26/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1XMQ-LMMX-F9DW	\$147.34
1/26/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1QQP-DJYF-JKXL	\$42.00
1/26/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1HQY-L791-JKGD	\$15.21
1/26/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	17DD-7VFJ-GCMJ	\$199.33
1/26/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1GFL-FCT3-M6DX	\$198.68
1/26/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	174T-YCDM-LH1Y	\$109.49
1/26/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	196C-G4MR-L6YD	\$225.22
1/26/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	11FF-FG93-LT1M	\$56.95
1/26/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1NHX-M6VL-HXGL	\$164.29
1/26/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	114T-KJW9-1JFH	\$42.53
1/26/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1M6H-XJRR-1J1P	\$200.77
1/26/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1MK6-HTRP-NTN3	\$28.84
1/26/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1LW9-J9NL-649R	\$44.12
1/26/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	19LN-J694-4WQ1	\$163.78
1/26/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1TNR-36J4-CW97	\$18.72
1/26/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1LHL-T3GR-FKLN	\$4.88
1/26/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1PDH-HQ1M-CR7N	\$48.90
1/26/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1DT3-X6CC-DHCT	\$36.64
1/26/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1QL4-CXWY-HDV4	\$34.49
1/26/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1G7R-DXNM-GGCL	\$26.93
1/26/2024	Andrew Lovasz	Core Teaching/Student Supplies	LOV010224	\$49.95
1/26/2024	Jody Vedova	Core Teaching/Student Supplies	VED063023d	\$59.96
1/26/2024	Jody Vedova	Core Teaching/Student Supplies	VED063023c	\$59.96
1/26/2024	My ZOO Box	Core Teaching/Student Supplies	4B9B26BD-0003	\$221.70

Elite Academic Academy - Mountain Empire

1/26/2024	My ZOO Box	Core Teaching/Student Supplies	4B9B26BD-0004	\$221.70
1/26/2024	My ZOO Box	Core Teaching/Student Supplies	4B9B26BD-0002	\$221.70
1/26/2024	Andrew Luria	Educational Services	528341592	\$81.25
1/26/2024	Beyond Today Sports Institute	Educational Services	528339327	\$729.00
1/26/2024	Branche Jones	Educational Services	122	\$1,500.00
1/26/2024	Christina Garlinger	Educational Services	GAR061822	\$31.00
1/26/2024	Christina Saenz	Educational Services	SAE010224	\$80.00
1/26/2024	Club Z! Tutoring Temecula	Educational Services	528339339	\$130.00
1/26/2024	Freedom in Motion Inc.	Educational Services	528339341	\$842.00
1/26/2024	Jennifer Doerrige	Educational Services	DOE010224	\$51.50
1/26/2024	Jennifer Doerrige	Educational Services	DOE010224a	\$61.50
1/26/2024	Jennifer Doerrige	Educational Services	DOE010224b	\$105.50
1/26/2024	Jody Vedova	Educational Services	VED063023a	\$258.93
1/26/2024	Jody Vedova	Educational Services	VED063023b	\$37.50
1/26/2024	Jody Vedova	Educational Services	VED063023	\$375.00
1/26/2024	Jody Vedova	Educational Services	VED040723	\$16.50
1/26/2024	Jody Vedova	Educational Services	VED120122	\$5.00
1/26/2024	Laura Twitchell	Educational Services	TWI010224	\$275.00
1/26/2024	Marsha Williams	Educational Services	WIL010224	\$58.33
1/26/2024	Melissa J. Diwa Enterprises	Educational Services	528339335	\$384.00
1/26/2024	Randall Music School	Educational Services	528339350	\$209.00
1/26/2024	Sarah Larson	Educational Services	LAR010324	\$141.00
1/26/2024	Sonya Rosenberg	Educational Services	528340559	\$630.00
1/26/2024	Susan Zaugg	Educational Services	ZAU010324	\$170.00
1/26/2024	Susan Zaugg	Educational Services	ZAU010324a	\$130.00
1/26/2024	Susan Zaugg	Educational Services	ZAU010324b	\$130.00
1/26/2024	Temecula Music Teacher, LLC	Educational Services	528341596	\$629.00
1/26/2024	U.S. Music Lessons	Educational Services	528339353	\$228.00
1/26/2024	Victoria Jensen	Educational Services	JEN010324	\$101.66
1/26/2024	Victoria Jensen	Educational Services	JEN010324a	\$101.66
1/26/2024	Wendy Yen	Educational Services	528341598	\$192.00
1/26/2024	Amazon Capital Services, Inc.	Materials & Supplies - Office	1HXR-Y1KH-CTPW	\$214.51
1/26/2024	Ruth Chatton	Professional Development	CHA010324	\$55.00
1/26/2024	DOMINO'S 7826	Parent & Staff meeting food & supplies	CC 9912	\$75.55

Warrant Register: January 26 - February 29, 2024, January CC Charges

Elite Academic Academy - Mountain Empire

1/26/2024	ALLPAID*S E L P A Adminis	Special Education Services	CC 9912	\$51.13
1/26/2024	ALLPAID*S E L P A Adminis	Special Education Services	CC 9912	\$51.13
1/26/2024	ENTERPRISE RENT-A-CAR	Professional Development	CC 9912	\$175.81
1/26/2024	ENTERPRISE RENT-A-CAR	Professional Development	CC 9912	\$573.21
1/28/2024	UCLA TICKETS LA CA	Educational Services	CC 9912	\$301.00
1/28/2024	SANDY PATT* (1 OF 1 PA	Educational Services	CC 9912	\$2,100.00
1/30/2024	Savannah Schuster	Educational Services	012624	\$800.00
1/30/2024	RPG GIFT CARDS	Parent & Staff meeting food & supplies	CC 9912	\$50.00
1/30/2024	WALMART EGIFT CARD	Parent & Staff meeting food & supplies	CC 9912	\$40.00
1/31/2024	ICE TOWN RIVERSIDE	Educational Services	CC 9912	\$225.00
2/1/2024	Prime Educational Solutions	Back Office Fees	1099	\$49,000.00
2/2/2024	Anthem Blue Cross	Health Insurance	0202401923641	\$36,892.62
2/2/2024	Guardian	Health Insurance	002Feb2024	\$3,839.21
2/2/2024	Nexelm LLC	Rent - Facilities Lease	ELM203_020124	\$2,558.60
2/2/2024	Wildomar Valley Wood Products, In	Rent - Facilities Lease	02Feb2024Lease	\$2,816.50
2/5/2024	Sarah Thompson	Educational Services	013124	\$984.00
2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1LHL-T3GR-1TTK	\$126.50
2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	144M-XML6-4XCW	\$412.62
2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1YMK-4XN9-MDK9	\$23.57
2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1VWN-WRJQ-NDMT	\$27.99
2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	171Y-G69F-MH99	\$23.57
2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	116K-947R-KGVL	\$27.46
2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	196P-4FRP-PKWK	\$22.03
2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1RD1-QRC4-NVV3	\$29.83
2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1PF4-YHYF-3CQ6	\$16.95
2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1JQY-4PQM-CCJM	\$67.83
2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	16FT-XV6V-DT37	\$139.06
2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1J4V-H6JR-GYGJ	\$67.30
2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1VHH-GDXR-9N7W	\$74.57
2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1JPY-1KHF-HX3Q	\$30.47
2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1FVH-DY3R-DJGG	\$40.29
2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	17HP-LNTW-JHV3	\$12.47
2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	194X-N3MX-CMGH	\$8.97
2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	14L7-PT3M-HV33	\$17.88

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2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1LCQ-MV7L-P3CH	\$120.97
2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1JLJL-YMKH-HK9F	\$38.76
2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1D69-TGXR-PKJV	\$11.68
2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1FF1-WQD4-KKCT	\$17.37
2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1HY9-D9FF-JM16	\$18.30
2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	16CL-NYNQ-JKQQ	\$11.10
2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	16WV-6Q4Q-KKPK	\$22.08
2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1LCQ-MV7L-X9NY	\$52.83
2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	116R-N6RT-1D4T	\$75.27
2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	11G9-QKTV-4YLG	\$116.06
2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1YHD-T4PQ-XLD6	\$9.64
2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1QP4-7DHL-XF7D	\$11.64
2/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1MV1-QKD1-3NRX	\$101.17
2/6/2024	AoPS Incorporated	Approved Core Curriculum, Teacher Manuals	INV2307414	\$470.00
2/6/2024	AoPS Incorporated	Approved Core Curriculum, Teacher Manuals	INV2307493	\$167.92
2/6/2024	Auriel's Light	Approved Core Curriculum, Teacher Manuals	0000146	\$1,080.00
2/6/2024	Beautiful Feet Books, Inc.	Approved Core Curriculum, Teacher Manuals	22093	\$255.68
2/6/2024	Daisy Brum	Approved Core Curriculum, Teacher Manuals	BRU011624	\$1,429.00
2/6/2024	Dash Into Learning	Approved Core Curriculum, Teacher Manuals	677310355	\$38.48
2/6/2024	Guest Hollow, LLC	Approved Core Curriculum, Teacher Manuals	192024	\$45.00
2/6/2024	Kiri Baldi	Approved Core Curriculum, Teacher Manuals	BAL011124	\$50.09
2/6/2024	MEL Science U.S., LLC	Approved Core Curriculum, Teacher Manuals	EM2024010909	\$324.64
2/6/2024	Mimeo.com, Inc	Approved Core Curriculum, Teacher Manuals	1965186	\$1,382.21
2/6/2024	Mimeo.com, Inc	Approved Core Curriculum, Teacher Manuals	1966941	\$528.77
2/6/2024	Montessori Laboratory	Approved Core Curriculum, Teacher Manuals	40610	\$168.00
2/6/2024	Montessori Laboratory	Approved Core Curriculum, Teacher Manuals	40610k	\$175.00
2/6/2024	Outschool, Inc.	Approved Core Curriculum, Teacher Manuals	12345724305	\$225.00
2/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals	4318213	\$17.29
2/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals	4318246	\$191.88
2/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals	4318218	\$119.99
2/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals	4318214	\$32.23
2/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals	4318210	\$44.94
2/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals	4318221	\$154.84
2/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals	4320420	\$193.77

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2/6/2024	Singapore Math Inc.	Approved Core Curriculum, Teacher Manuals	S302237	\$74.04
2/6/2024	Stephens Educational Services, LLC	Approved Core Curriculum, Teacher Manuals	066021	\$127.10
2/6/2024	Studies Weekly	Approved Core Curriculum, Teacher Manuals	501266	\$86.89
2/6/2024	Teacher Synergy LLC	Approved Core Curriculum, Teacher Manuals	253798994	\$19.50
2/6/2024	The Regents of the University of Cal	Approved Core Curriculum, Teacher Manuals	231565	\$798.00
2/6/2024	The Regents of the University of Cal	Approved Core Curriculum, Teacher Manuals	233009	\$798.00
2/6/2024	The Regents of the University of Cal	Approved Core Curriculum, Teacher Manuals	232773	\$399.00
2/6/2024	Well Trained Mind Press	Approved Core Curriculum, Teacher Manuals	INV2301062	\$55.70
2/6/2024	Written Out Loud, Inc	Approved Core Curriculum, Teacher Manuals	1012	\$497.50
2/6/2024	Kent Christensen	Board Stipends - Attendance	02Feb2024ME	\$300.00
2/6/2024	Lindsey Burkett	Board Stipends - Attendance	02Feb2024ME	\$300.00
2/6/2024	Ronald Lloyd Jackson	Board Stipends - Attendance	02Feb2024ME	\$300.00
2/6/2024	Pitney Bowes Global Financial Serv	Business Services	1024684045	\$131.32
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	144M-XML6-4XCW	\$139.20
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1XVG-1PXV-CTCV	\$194.02
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1MCX-WDPD-HQ3N	\$114.82
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	171Y-G69F-L9W6	\$34.49
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1C1V-96D3-KTJ1	\$177.95
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1MM6-RRQ6-MRQT	\$80.86
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1CL9-XPJX-LTGG	\$71.48
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1LVJ-9R47-M1Q6	\$201.76
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	196P-4FRP-PR4W	\$21.24
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1FK7-MQ7M-TJTX	\$21.42
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1PHK-3YPP-QNG4	\$8.61
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1RD1-QRC4-NVV3	\$9.99
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1J4V-H6JR-6G7Y	\$38.72
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1PF4-YHYF-3CQ6	\$139.02
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	16V9-FYY4-Y437	\$94.30
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1LFD-HP71-YP7Q	\$93.00
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	16FT-XV6V-4JLW	\$18.79
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1M4L-JGQL-7N93	\$61.39
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1JN6-PGVP-G343	\$93.00
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1F4H-9HJH-9K4V	\$12.92
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1717-GRDV-9J6N	\$108.68

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2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1G1N-FJ74-9LGR	\$45.72
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1RNT-PNFN-1MGL	\$56.20
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1QHC-9H3T-J3Q4	\$8.57
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1FVH-DY3R-3GMK	\$78.66
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	17G4-CFWX-HWYT	\$43.93
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1DG4-L1NM-CGLW	\$15.07
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1PJ1-3VQL-DHGR	\$10.78
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1LR9-97TV-JHJH	\$27.18
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1J71-JY9G-JCHL	\$107.70
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1GF9-TM33-J3YK	\$75.21
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1TYF-RKDD-HJKP	\$38.02
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1PRJ-6LWF-HX7F	\$170.25
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1QRX-TP33-CQXF	\$9.15
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1J71-JY9G-M6CQ	\$22.83
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1LCQ-MV7L-P3CH	\$103.93
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1C7Q-QNYR-L9MG	\$88.85
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1QFG-7NLR-JWPC	\$41.88
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1VRH-P3M7-JHK3	\$9.69
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	17G4-CFWX-LFKY	\$114.72
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1J71-JY9G-LMQG	\$53.73
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1JPY-1KHF-LGPP	\$23.13
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1JYT-1WX4-JT44	\$9.42
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	11WW-74L3-KV4Q	\$14.00
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1D69-TGXR-PKJV	\$24.84
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1FF1-WQD4-KKCT	\$11.99
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1PRJ-6LWF-JDXF	\$9.42
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1PVF-G69R-LGF4	\$83.36
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	14L7-PT3M-GXY7	\$12.37
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1JYT-1WX4-33PJ	\$35.75
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1HWQ-YPY1-J3KK	\$41.72
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	17HP-LNTW-H417	\$93.71
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	16CL-NYNQ-JKQQ	\$21.61
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1QP4-7DHL-J4PJ	\$115.31
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	16CL-NYNQ-LD17	\$51.11

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2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	13YD-6K7M-TTKM	\$33.93
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1JJL-YMKH-QXKP	\$47.35
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1LCQ-MV7L-X9NY	\$73.21
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	11G9-QKTV-4YLG	\$79.41
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1NTR-CW4K-1CXV	\$224.24
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1NHP-9PWH-RDR9	\$95.92
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	133N-KD6F-1VN9	\$7.02
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	19XC-3HF4-1DDL	\$31.40
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	194X-N3MX-YVFT	\$12.92
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1RT6-3DL1-VHJY	\$146.42
2/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1QP4-7DHL-XF7D	\$40.71
2/6/2024	Emily Berry	Core Teaching/Student Supplies	BER010524	\$201.02
2/6/2024	KiwiCo, Inc.	Core Teaching/Student Supplies	KE-41DF732A01172450	\$193.90
2/6/2024	Lakeshore Learning Materials	Core Teaching/Student Supplies	1.34694E+11	\$147.28
2/6/2024	Little Passports, Inc	Core Teaching/Student Supplies	IN-0000997270	\$377.80
2/6/2024	Mimeo.com, Inc	Core Teaching/Student Supplies	1965186	\$1,295.02
2/6/2024	My ZOO Box	Core Teaching/Student Supplies	4B9B26BD-0005	\$113.85
2/6/2024	Staples Business Credit	Core Teaching/Student Supplies	7624507719-0-1	\$457.29
2/6/2024	Staples Business Credit	Core Teaching/Student Supplies	7624808318-0-1	\$122.38
2/6/2024	ATH Academy	Educational Services	528419878	\$175.00
2/6/2024	Aislynn Gamez	Educational Services	GAM010824	\$150.00
2/6/2024	Ana Gutierrez-Soto	Educational Services	GUT010424a	\$112.50
2/6/2024	Ana Gutierrez-Soto	Educational Services	GUT011124a	\$50.00
2/6/2024	Ana Gutierrez-Soto	Educational Services	GUT011124c	\$112.50
2/6/2024	Ana Gutierrez-Soto	Educational Services	GUT011124b	\$112.50
2/6/2024	Ana Gutierrez-Soto	Educational Services	GUT011124	\$50.00
2/6/2024	Andrew Lovasz	Educational Services	LOV011024	\$187.50
2/6/2024	Annie Packard*	Educational Services	528341728	\$1,476.32
2/6/2024	Bryan Thunstrom	Educational Services	THU011224	\$86.00
2/6/2024	Bryan Thunstrom	Educational Services	THU011224a	\$86.00
2/6/2024	Cadence Dance Project Inc.	Educational Services	528362025	\$75.00
2/6/2024	Cambria Lingenfelder	Educational Services	528380418	\$563.00
2/6/2024	Candace Nielson	Educational Services	NIE010924f	\$45.00
2/6/2024	Candace Nielson	Educational Services	NIE010924c	\$45.00

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2/6/2024	Candace Nielson	Educational Services	NIE010924d	\$45.00
2/6/2024	Candace Nielson	Educational Services	NIE010924e	\$45.00
2/6/2024	Candace Nielson	Educational Services	NIE010924b	\$80.00
2/6/2024	Candace Nielson	Educational Services	NIE010924a	\$80.00
2/6/2024	Candace Nielson	Educational Services	NIE010924	\$80.00
2/6/2024	Caroline Beus	Educational Services	528362021	\$105.00
2/6/2024	Chene Thompson	Educational Services	THO010424	\$500.00
2/6/2024	Cheryl McCormick	Educational Services	026	\$2,880.00
2/6/2024	Coastal Music Studios	Educational Services	528367561	\$495.00
2/6/2024	Code Ninjas Miramesa	Educational Services	528368635	\$657.00
2/6/2024	Courtney White Menezes	Educational Services	WHI010424	\$285.00
2/6/2024	D.D. & S Learning Systems Inc.	Educational Services	528343854	\$1,186.00
2/6/2024	David Trask	Educational Services	528362032	\$1,140.00
2/6/2024	Eddie Khoury	Educational Services	KHO010524	\$33.00
2/6/2024	Eddie Khoury	Educational Services	KHO010924	\$120.00
2/6/2024	Edward Walker	Educational Services	WAL010824a	\$144.00
2/6/2024	Edward Walker	Educational Services	WAL010824d	\$144.00
2/6/2024	Edward Walker	Educational Services	WAL010824	\$144.00
2/6/2024	Edward Walker	Educational Services	WAL010824b	\$144.00
2/6/2024	Edward Walker	Educational Services	WAL010824c	\$144.00
2/6/2024	Edward Walker	Educational Services	WAL011224	\$37.50
2/6/2024	Elizabeth Jacinto	Educational Services	JAC011724	\$136.00
2/6/2024	Endeavor Gymnastics	Educational Services	528357028	\$110.00
2/6/2024	Eric Elder	Educational Services	ELD010924	\$377.30
2/6/2024	Friends of Willow Tree	Educational Services	528346739	\$8,269.67
2/6/2024	Gabrielle Albanese	Educational Services	ALB010824	\$18.75
2/6/2024	Gabrielle Albanese	Educational Services	ALB010824a	\$18.75
2/6/2024	Grace Rohrer	Educational Services	ROH010924a	\$51.00
2/6/2024	Grace Rohrer	Educational Services	ROH010924b	\$51.00
2/6/2024	Grace Rohrer	Educational Services	ROH010924	\$51.00
2/6/2024	Gymninny Kids Inc	Educational Services	528357042	\$1,169.50
2/6/2024	Jacob Coronado	Educational Services	COR010424a	\$113.00
2/6/2024	Jacob Coronado	Educational Services	COR010424c	\$113.33
2/6/2024	Jacob Coronado	Educational Services	COR010424b	\$113.00

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2/6/2024	Jacob Coronado	Educational Services	COR010424	\$113.00
2/6/2024	Jacob Coronado	Educational Services	COR011124b	\$105.92
2/6/2024	Jacob Coronado	Educational Services	COR011124c	\$105.91
2/6/2024	Jacob Coronado	Educational Services	COR011124	\$105.00
2/6/2024	Jacob Coronado	Educational Services	COR011124a	\$105.92
2/6/2024	Jacob Coronado	Educational Services	COR011624b	\$38.16
2/6/2024	Jacob Coronado	Educational Services	COR011624a	\$38.16
2/6/2024	Jacob Coronado	Educational Services	COR011624	\$38.16
2/6/2024	Jacob Coronado	Educational Services	COR011624c	\$38.16
2/6/2024	Jessica Dvorkin	Educational Services	528346772	\$110.00
2/6/2024	John Chang	Educational Services	CHA011024	\$68.00
2/6/2024	Julie Schmidtler	Educational Services	528346759	\$405.00
2/6/2024	Karyn Colon	Educational Services	COL011724	\$96.00
2/6/2024	Karyn Colon	Educational Services	COL011724a	\$192.00
2/6/2024	Katherine Jackson	Educational Services	JAC010924	\$85.00
2/6/2024	Kylie Bridgford	Educational Services	BRI010424	\$48.00
2/6/2024	Laura Rascon	Educational Services	RAS011024	\$127.00
2/6/2024	Lisa McCabe	Educational Services	MCC011224	\$75.00
2/6/2024	Lisa McCabe	Educational Services	MCC011724	\$115.00
2/6/2024	Matthew Suncin	Educational Services	528371212	\$940.00
2/6/2024	Matthew Suncin	Educational Services	528382315	\$540.00
2/6/2024	Megan McDaniel	Educational Services	MCD010824	\$199.00
2/6/2024	Megan Purcell	Educational Services	PUR011024	\$32.00
2/6/2024	Melissa Allen	Educational Services	528346718	\$80.00
2/6/2024	Melissa J. Diwa Enterprises	Educational Services	528343215	\$2,604.00
2/6/2024	Melissa J. Diwa Enterprises	Educational Services	528357018	\$48.00
2/6/2024	Melissa J. Diwa Enterprises	Educational Services	528367536	\$192.00
2/6/2024	Michelle Peabody	Educational Services	PEA010524	\$192.25
2/6/2024	Michelle Peabody	Educational Services	PEA010524a	\$210.00
2/6/2024	Michelle Peabody	Educational Services	PEA011024	\$158.75
2/6/2024	Michelle Peabody	Educational Services	PEA011624	\$152.00
2/6/2024	Mikala Janse van Rensburg	Educational Services	528346747	\$68.75
2/6/2024	Nancy Wong	Educational Services	WON010924a	\$82.77
2/6/2024	Nancy Wong	Educational Services	WON010924	\$97.22

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2/6/2024	Naomi S. Manker	Educational Services	528423995	\$3,283.00
2/6/2024	Orange County Surf Coaching	Educational Services	527503950	\$320.00
2/6/2024	Paula Wilson	Educational Services	WIL010524	\$600.00
2/6/2024	Sara Kisling	Educational Services	KIS011024	\$180.00
2/6/2024	Sara Kisling	Educational Services	KIS011724	\$270.00
2/6/2024	Stephanie Vargas	Educational Services	VAR011024	\$115.00
2/6/2024	Tawny Barajas	Educational Services	BAR011724	\$125.00
2/6/2024	Teresa Jiménez	Educational Services	JIM010824	\$155.00
2/6/2024	Teresa Jiménez	Educational Services	JIM010824a	\$155.00
2/6/2024	Tiffany Kyle	Educational Services	KYL010924	\$102.00
2/6/2024	Victoria Jensen	Educational Services	JEN010424	\$176.25
2/6/2024	Knight Security & Fire Systems	Fire, Alarm & Pest control	184784	\$20.00
2/6/2024	Teresa Schaffer	Janitorial Services	SCH012224	\$30.00
2/6/2024	Amazon Capital Services, Inc.	Materials & Supplies - Office	1YFY-3G4Y-YFGT	\$239.23
2/6/2024	Teresa Schaffer	Materials & Supplies - Office	SCH012224	\$40.22
2/6/2024	Teresa Schaffer	Parent & Staff meeting food & supplies	SCH012224	\$47.88
2/6/2024	Samuel Keeley	Technology Equipment - Students	KEE010924	\$67.16
2/6/2024	Teresa Schaffer	Travel, Lodging & Meals	SCH012224	\$140.36
2/6/2024	Southern California Edison	Utilities - Gas/Electric/Water	002FebSCE2024ME	\$309.63
2/6/2024	Marsh & McLennan Agency, LLC	Workers Compensation	2550330	\$4,067.50
2/12/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1TNR-36J4-D4HJ	\$1,345.15
2/12/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1M1L-JVKQ-4KT4	\$190.16
2/12/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1XQN-W43P-9YTG	\$124.66
2/12/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	19WC-CVDT-JNRY	\$14.48
2/12/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1W93-RFF4-M9FY	\$39.29
2/12/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1R17-WMFY-MJ67	\$96.94
2/12/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1GCJ-16RN-RQHD	\$49.06
2/12/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1V6Y-YV9H-JWDY	\$61.87
2/12/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1FJ3-XFD7-PGRJ	\$36.64
2/12/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1M3T-1DV6-LKXX	\$44.36
2/12/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	11J3-6RVN-JW6P	\$31.55
2/12/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1CNW-4TDX-L73R	\$17.23
2/12/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1MT4-QTP9-HGD4	\$17.12
2/12/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1LRT-TYRV-KPYK	\$17.12

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2/12/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	111J-RJTT-M1FC	\$13.95
2/12/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	11G9-QKTV-KYQ7	\$17.12
2/12/2024	AoPS Incorporated	Approved Core Curriculum, Teacher Manuals	INV2307508	\$167.00
2/12/2024	BookShark, LLC	Approved Core Curriculum, Teacher Manuals	BI0032817	\$242.33
2/12/2024	Moses Lara	Approved Core Curriculum, Teacher Manuals	LAR011824	\$179.97
2/12/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals	4326326	\$65.05
2/12/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals	4326329	\$86.21
2/12/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals	4326327	\$41.60
2/12/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals	4326328	\$98.54
2/12/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals	4327095	\$176.14
2/12/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals	4326817	\$151.90
2/12/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals	4327259	\$146.01
2/12/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals	4327096	\$168.33
2/12/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals	4327260	\$624.42
2/12/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals	4327115	\$80.95
2/12/2024	Studies Weekly	Approved Core Curriculum, Teacher Manuals	501347	\$43.45
2/12/2024	The Regents of the University of Cal	Approved Core Curriculum, Teacher Manuals	235781	\$399.00
2/12/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1TNR-36J4-D4HJ	\$1,304.85
2/12/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	133N-KD6F-LLYQ	\$795.48
2/12/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1M1L-JVKQ-4KT4	\$308.31
2/12/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1XQN-W43P-9YTG	\$38.63
2/12/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	19WC-CVDT-JNRY	\$136.49
2/12/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1W93-RFF4-M9FY	\$77.85
2/12/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	116Q-9L7G-L6PR	\$71.41
2/12/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1M3T-1DV6-K9QQ	\$72.25
2/12/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1GCI-16RN-RQHD	\$24.99
2/12/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1VFH-KCKN-JW47	\$71.43
2/12/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1MT4-QTP9-LCGR	\$60.51
2/12/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1M3F-CJK3-K7WY	\$55.65
2/12/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	11RQ-1R44-HTMX	\$48.70
2/12/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1N9K-1XYY-JKWH	\$24.23
2/12/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	19XC-3HF4-RRL1	\$25.12
2/12/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1V97-GKY7-Q4R6	\$17.23
2/12/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	17P1-W7TH-LN9D	\$17.36

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2/12/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	116Q-9L7G-WGK7	\$16.15
2/12/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1DLN-Y6WJ-KHQQ	\$7.32
2/12/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1XQN-W43P-N33Y	\$6.15
2/12/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1C7Q-QNYR-LRRK	\$275.68
2/12/2024	Angela Froistad	Educational Services	FRO011824	\$75.00
2/12/2024	Ann D. Haynes	Educational Services	528387194	\$432.00
2/12/2024	Beyond Today Sports Institute	Educational Services	528391264	\$1,277.39
2/12/2024	Cassandra Gallade	Educational Services	GAL011924	\$140.00
2/12/2024	Courtney White Menezes	Educational Services	WHI011924	\$53.33
2/12/2024	Cristina Gregorio	Educational Services	GRE011824	\$22.50
2/12/2024	Eddie Khoury	Educational Services	KHO011924	\$99.00
2/12/2024	Gymninny Kids Inc	Educational Services	528391823	\$260.77
2/12/2024	Jack Panasci	Educational Services	PAN010324	\$150.00
2/12/2024	Jack Panasci	Educational Services	PAN010324a	\$150.00
2/12/2024	Jack Panasci	Educational Services	PAN012924	\$190.00
2/12/2024	Laurie Bethke	Educational Services	BET011824	\$74.00
2/12/2024	Laurie Bethke	Educational Services	BET011824a	\$74.00
2/12/2024	Naomi S. Manker	Educational Services	528431029	\$335.00
2/12/2024	Natalia Petrova	Educational Services	PET011824	\$463.33
2/12/2024	Paint it Black Art, LLC	Educational Services	528391271	\$200.00
2/12/2024	Roos Music Inc.	Educational Services	528391275	\$1,357.00
2/12/2024	Sandra Lund	Educational Services	528389827	\$388.00
2/12/2024	SoCal Gymnastics Training Center	Educational Services	528391279	\$142.50
2/12/2024	SoCal Gymnastics Training Center	Educational Services	528391465	\$767.00
2/12/2024	FlipSwitch Marketing LLC	Marketing	INVFM385	\$8,034.79
2/12/2024	Amazon Capital Services, Inc.	Materials & Supplies - Office	1V3Y-M9VF-KLTJ	\$269.67
2/12/2024	Amazon Capital Services, Inc.	Professional Development	13LL-DK6L-NYY9	\$371.30
2/12/2024	Amazon Capital Services, Inc.	Professional Development	1WVK-1RT6-KDTJ	\$48.18
2/12/2024	Amazon Capital Services, Inc.	Professional Development	1XQK-PCVJ-HXJP	\$220.45
2/12/2024	Amazon Capital Services, Inc.	Professional Development	1DLN-Y6WJ-KDQV	\$164.27
2/12/2024	Amazon Capital Services, Inc.	Professional Development	1XPM-FH9C-KK4P	\$29.26
2/12/2024	Amazon Capital Services, Inc.	Professional Development	1MDC-LWDV-1DPK	\$494.21
2/12/2024	McColgan & Associates, Inc.	Special Education Services	7011	\$760.00
2/13/2024	Accelerate Education, Inc.	Approved Core Curriculum, Teacher Manuals	6613	\$199.50

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2/13/2024	Blackbird & Company	Approved Core Curriculum, Teacher Manuals	17356	\$141.93
2/13/2024	Cristine Carrier Schmidt	Approved Core Curriculum, Teacher Manuals	CAR012224a	\$39.00
2/13/2024	Cristine Carrier Schmidt	Approved Core Curriculum, Teacher Manuals	CAR012224	\$27.00
2/13/2024	Cristine Carrier Schmidt	Approved Core Curriculum, Teacher Manuals	CAR012324	\$48.00
2/13/2024	Learning Without Tears	Approved Core Curriculum, Teacher Manuals	INV197005	\$33.90
2/13/2024	Learning Without Tears	Approved Core Curriculum, Teacher Manuals	INV197008	\$33.90
2/13/2024	Learning Without Tears	Approved Core Curriculum, Teacher Manuals	INV197004	\$33.90
2/13/2024	Outschool, Inc.	Approved Core Curriculum, Teacher Manuals	12345724881	\$1,253.00
2/13/2024	Outschool, Inc.	Approved Core Curriculum, Teacher Manuals	12345724880	\$208.00
2/13/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals	4327906	\$406.54
2/13/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals	4327907	\$41.87
2/13/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals	4327904	\$33.84
2/13/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals	4330349	\$19.00
2/13/2024	Strongmind, Inc	Approved Core Curriculum, Teacher Manuals	INVSM2487	\$45,262.50
2/13/2024	The Regents of the University of Cal	Approved Core Curriculum, Teacher Manuals	237319	\$399.00
2/13/2024	The Regents of the University of Cal	Approved Core Curriculum, Teacher Manuals	237307	\$399.00
2/13/2024	Timberdoodle Co.	Approved Core Curriculum, Teacher Manuals	431721	\$60.04
2/13/2024	Katherine Orme	Core Teaching/Student Supplies	ORM012324	\$327.60
2/13/2024	KiwiCo, Inc.	Core Teaching/Student Supplies	KE-41F0657D01212424	\$107.70
2/13/2024	KiwiCo, Inc.	Core Teaching/Student Supplies	KE-0B3D161301232423	\$73.22
2/13/2024	Megan Purcell	Core Teaching/Student Supplies	PUR012224	\$151.56
2/13/2024	Rainbow Resource Center	Core Teaching/Student Supplies	4327905	\$26.63
2/13/2024	Abderrahmane Ouagague	Educational Services	OUA012324	\$250.00
2/13/2024	Abderrahmane Ouagague	Educational Services	OUA012324b	\$250.00
2/13/2024	Abderrahmane Ouagague	Educational Services	OUA012324a	\$250.00
2/13/2024	Abderrahmane Ouagague	Educational Services	OUA012324c	\$250.00
2/13/2024	Associated Students of San Diego St	Educational Services	27664	\$800.00
2/13/2024	Beyond Today Sports Institute	Educational Services	528401984	\$300.00
2/13/2024	Cristine Carrier Schmidt	Educational Services	CAR012224a	\$99.00
2/13/2024	Cristine Carrier Schmidt	Educational Services	CAR012224	\$99.00
2/13/2024	Cristine Carrier Schmidt	Educational Services	CAR012324	\$99.00
2/13/2024	Head2Heart Partners in Education	Educational Services	528399284	\$750.00
2/13/2024	Kimberly Keeth	Educational Services	528419931	\$2,680.00
2/13/2024	Knott's Berry Farm	Educational Services	044RC10868681	\$3,219.50

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2/13/2024	Kylie Bridgford	Educational Services	BRI012224	\$48.00
2/13/2024	Lisa McCabe	Educational Services	MCC012324	\$115.00
2/13/2024	Naomi S. Manker	Educational Services	528432153	\$335.00
2/13/2024	Raynee Ramstad	Educational Services	RAM012224	\$118.00
2/13/2024	Rock Creek Education Center	Educational Services	528395616	\$571.67
2/13/2024	Blank Rome LLP	Legal Fees	2169930	\$178.50
2/13/2024	Prime Educational Solutions	Back Office Fees	1099	\$70,187.30
2/13/2024	Specialized Therapy Services, Inc.	Special Education Services	ELAA02-1123	\$633.13
2/15/2024	Sarah Thompson	Educational Services	002	\$1,230.00
2/15/2024	Savannah Schuster	Educational Services	020924	\$800.00
2/23/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1V94-M9GJ-LMDR	\$23.70
2/23/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1H9N-13LK-F1VK	\$73.18
2/23/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1FL3-TWT3-CYF9	\$65.25
2/23/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1KHC-HNWF-G1VG	\$125.58
2/23/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	17XF-JXHT-4TNX	\$17.69
2/23/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	11TG-FVJG-6M3D	\$22.48
2/23/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1TRD-KHT9-CQ7L	\$14.69
2/23/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	14LY-QKJF-1TMN	\$30.14
2/23/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1VDY-VQCM-FMW4	\$16.47
2/23/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1FG7-4JTP-HFT3	\$20.47
2/23/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1GGQ-CCVT-QHPP	\$10.76
2/23/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1RL3-6VGQ-9YL3	\$5.11
2/23/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manuals	1YKF-J1H6-39RY	\$8.61
2/23/2024	AoPS Incorporated	Approved Core Curriculum, Teacher Manuals	INV2307652	\$58.17
2/23/2024	BookShark, LLC	Approved Core Curriculum, Teacher Manuals	BI0033025	\$88.00
2/23/2024	BookShark, LLC	Approved Core Curriculum, Teacher Manuals	BI0033046	\$211.21
2/23/2024	BookShark, LLC	Approved Core Curriculum, Teacher Manuals	BI0033047	\$211.21
2/23/2024	Dash Into Learning	Approved Core Curriculum, Teacher Manuals	677310368	\$174.99
2/23/2024	Guest Hollow, LLC	Approved Core Curriculum, Teacher Manuals	1302024	\$25.00
2/23/2024	Learning Without Tears	Approved Core Curriculum, Teacher Manuals	INV197309	\$18.81
2/23/2024	Mimeo.com, Inc	Approved Core Curriculum, Teacher Manuals	1969873	\$313.09
2/23/2024	Outschool, Inc.	Approved Core Curriculum, Teacher Manuals	12345725375	\$240.00
2/23/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals	4333268	\$133.00
2/23/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals	4333251	\$222.19

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2/23/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals	4332577	\$13.45
2/23/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals	4333250	\$41.60
2/23/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals	4334031	\$21.18
2/23/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals	4335224	\$76.36
2/23/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals	4332288	\$406.54
2/23/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manuals	4332285	\$33.43
2/23/2024	Rolling Hills Publishing, LLC	Approved Core Curriculum, Teacher Manuals	8041	\$75.00
2/23/2024	Singapore Math Inc.	Approved Core Curriculum, Teacher Manuals	S304254	\$186.06
2/23/2024	Studies Weekly	Approved Core Curriculum, Teacher Manuals	501696	\$43.05
2/23/2024	Studies Weekly	Approved Core Curriculum, Teacher Manuals	501733	\$43.05
2/23/2024	Studies Weekly	Approved Core Curriculum, Teacher Manuals	501847	\$86.89
2/23/2024	Studies Weekly	Approved Core Curriculum, Teacher Manuals	501851	\$86.09
2/23/2024	Studies Weekly	Approved Core Curriculum, Teacher Manuals	501694	\$43.05
2/23/2024	Studies Weekly	Approved Core Curriculum, Teacher Manuals	501693	\$43.05
2/23/2024	Studies Weekly	Approved Core Curriculum, Teacher Manuals	501645	\$86.89
2/23/2024	Valley Office Equipment	Copier Lease, Service, Toner & Repair	IN2401-1548	\$15.62
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1V94-M9GJ-LMDR	\$58.94
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	11TN-LPQ7-H1DX	\$753.04
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	13X4-Q97C-V6YY	\$372.96
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1VWJ-FLHR-4P7Y	\$233.18
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1H9N-13LK-F1VK	\$223.01
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1N3P-FKGY-4YGW	\$193.64
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1FL3-TWT3-CYF9	\$82.12
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1HWJ-MDTQ-9LYM	\$150.84
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	17KC-LXJ6-YNF9	\$168.94
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1T6W-KF3M-1R1D	\$128.67
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	17XF-JXHT-4TNX	\$112.23
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1FJN-LY94-LQ3N	\$94.50
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1XT7-WWJD-HH6X	\$90.48
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	14LY-QKJF-9VJJ	\$103.18
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	11TG-FVJG-6M3D	\$50.56
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1QFN-73C7-6XF6	\$66.56
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1RVF-DT1Y-3XMP	\$69.15
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	17XF-JXHT-3LJN	\$67.37

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2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1KC4-CRCR-6JLM	\$59.17
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1NH1-TJ3K-L3XV	\$64.11
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	17XF-JXHT-4CJV	\$56.25
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1VYG-9FMT-R3DX	\$53.99
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1YMR-YJ33-M9J9	\$55.34
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1R44-HJ7C-3J97	\$46.13
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	19HD-PWKX-MCGC	\$47.40
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1TRD-KHT9-CQ7L	\$28.05
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1KC4-CRCR-3QFY	\$38.62
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1JPN-QFX7-MY4G	\$41.29
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1NGH-RQ4T-6TPM	\$38.51
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	17XM-3X3R-VD96	\$27.36
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	14LY-QKJF-41VR	\$27.05
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1TNP-TPRX-PWM3	\$21.64
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1FH4-YNDH-TDYD	\$21.64
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1FH4-YNDH-1CNN	\$23.69
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1X7J-4PM1-H1P3	\$23.65
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1ML3-XD66-6LCH	\$16.28
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1QG3-CL66-3WWF	\$16.93
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	13HG-7H4D-YHDM	\$6.45
2/23/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	117T-XY3D-TTCR	\$526.71
2/23/2024	Danyelle Dale	Core Teaching/Student Supplies	DAL013124	\$216.70
2/23/2024	Lego Education	Core Teaching/Student Supplies	1190595008	\$247.90
2/23/2024	Little Passports, Inc	Core Teaching/Student Supplies	IN-0000997422	\$645.21
2/23/2024	Mimeo.com, Inc	Core Teaching/Student Supplies	1970969	\$1,286.82
2/23/2024	Timberdoodle Co.	Core Teaching/Student Supplies	431832	\$94.48
2/23/2024	All Things Music	Educational Services	528419872	\$600.00
2/23/2024	Andrew Lovasz	Educational Services	LOV012624	\$187.50
2/23/2024	Ashley Jordan	Educational Services	JOR012624	\$80.00
2/23/2024	Beyond Today Sports Institute	Educational Services	528419883	\$4,230.00
2/23/2024	Cambria Lingenfelder	Educational Services	528419979	\$300.00
2/23/2024	Courtney White Menezes	Educational Services	WHI013024	\$285.00
2/23/2024	Cristina Gregorio	Educational Services	GRE012924	\$108.75
2/23/2024	Desiree Watson	Educational Services	WAT012624	\$64.00

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2/23/2024	Drawn2Art San Diego Inc.	Educational Services	528423981	\$361.00
2/23/2024	Driven Tutoring	Educational Services	528419898	\$1,350.00
2/23/2024	Edward Walker	Educational Services	WAL013024	\$203.00
2/23/2024	Elsa Caberte	Educational Services	528419924	\$200.00
2/23/2024	Evaly Hanson	Educational Services	HAN012624	\$80.00
2/23/2024	Foundations Tutoring	Educational Services	528419901	\$201.25
2/23/2024	Gymninny Kids Inc	Educational Services	528420045	\$1,332.02
2/23/2024	JMK Ninja Studio LLC	Educational Services	528420118	\$265.00
2/23/2024	Jack Panasci	Educational Services	PAN013124	\$150.00
2/23/2024	Jaclyn Hutchins*	Educational Services	528419928	\$245.00
2/23/2024	Jaimee Brant	Educational Services	528420050	\$100.00
2/23/2024	John Chang	Educational Services	CHA013024	\$87.00
2/23/2024	Julia Prows	Educational Services	PRO120122	\$25.00
2/23/2024	Katherine Orme	Educational Services	ORM013024a	\$63.30
2/23/2024	Katherine Orme	Educational Services	ORM013024	\$100.00
2/23/2024	Kristen Buehler	Educational Services	528419918	\$1,937.50
2/23/2024	Laura Wedemeyer	Educational Services	528419935	\$105.00
2/23/2024	Lena Olson	Educational Services	016	\$250.00
2/23/2024	Lisa McCabe	Educational Services	MCC012924	\$115.00
2/23/2024	Marcelle Caratti	Educational Services	528409953	\$120.00
2/23/2024	Marsha Williams	Educational Services	WIL013024	\$58.34
2/23/2024	Megan Offenbecher	Educational Services	528419987	\$160.00
2/23/2024	Megan Purcell	Educational Services	PUR012924	\$60.00
2/23/2024	Melissa J. Diwa Enterprises	Educational Services	528419890	\$1,182.00
2/23/2024	Melissa J. Diwa Enterprises	Educational Services	528423975	\$606.00
2/23/2024	Melissa Leonard	Educational Services	528420000	\$560.00
2/23/2024	Neesha N. Rahim	Educational Services	071	\$7,500.00
2/23/2024	Neesha N. Rahim	Educational Services	053	\$15,750.00
2/23/2024	Noonan Family Swim School, Inc.	Educational Services	528420042	\$275.00
2/23/2024	Paint it Black Art, LLC	Educational Services	528420054	\$200.00
2/23/2024	Rachel Scalise	Educational Services	SCA013024	\$143.52
2/23/2024	Randall Music School	Educational Services	528420059	\$209.00
2/23/2024	Rebecca Shue	Educational Services	528420091	\$727.00
2/23/2024	Regine Swim	Educational Services	528420062	\$895.00

Elite Academic Academy - Mountain Empire

2/23/2024	Reshma Solbach	Educational Services	528419895	\$220.00
2/23/2024	Rock Rose School for Creative Learn	Educational Services	528419906	\$1,924.75
2/23/2024	Roos Music Inc.	Educational Services	528423997	\$390.00
2/23/2024	Sara Kisling	Educational Services	KIS012924	\$90.00
2/23/2024	Sarah Larson	Educational Services	LAR012924	\$141.00
2/23/2024	Suzanne Lockyer	Educational Services	528419994	\$475.02
2/23/2024	Teresa Jiménez	Educational Services	JIM013024	\$456.30
2/23/2024	Teresa Jiménez	Educational Services	JIM013024a	\$409.50
2/23/2024	Write On! Webb	Educational Services	3522	\$99.25
2/23/2024	Amazon Capital Services, Inc.	Professional Development	1M1L-JVKQ-6HT4	\$148.94
2/23/2024	Amazon Capital Services, Inc.	Professional Development	11DW-CXPL-L3TH	\$182.00
2/23/2024	Curriculum Associates	Student Assessments	90801465	\$5,012.72
2/23/2024	Amazon Capital Services, Inc.	Technology Equipment - Staff	1PHH-3T1P-R9JW	\$1,676.39
2/23/2024	B & H Foto & Electronics Corp	Technology Equipment - Staff	220833318	\$211.59
2/23/2024	B & H Foto & Electronics Corp	Technology Equipment - Staff	220909925	\$38.78
2/23/2024	OPS	Technology Services & Software - Educationa	2518	\$1,282.83
2/23/2024	School Pathways Holdings, LLC	Technology Services & Software - Educationa	140-INV5876	\$4,841.47
2/28/2024	Sarah Thompson	Educational Services	003	\$1,230.00
2/28/2024	Savannah Schuster	Educational Services	022324	\$800.00
2/28/2024	FIS LOCKBOX OPERATIONS ATTN:PIT	Postage & Delivery - Educational	52246931	\$7,000.00
2/28/2024	Sarah Thompson	Travel, Lodging & Meals	THO022724	\$223.90

Elite Academic Academy - Instructional Service Community Partner - February 2024

<u>Partner Name</u>	<u>Description of Services</u>	<u>Link to EAA VCI 2023-2024 Applications</u>
Healthy Footprints Adventure Community	Outdoor field classes and workshops with an emphasis on ecology, california native plants, survival, leadership, and more!	Healthy Footprints Adventure Community_EAA VCI 23-24 Application
Mathnasium of Mission Gorge	Math tutoring for grades 1st-12th	Mathnasium of Mission Gorge_EAA VCI 23-24 Application
Athena's Advanced Academy, Inc.	Live online courses for gifted students, including 2e, and homeschooled students *No Junior Instructor Classes	Athena's Advanced Academy, Inc._EAA VCI 23-24 Application
Three60 Softball	Private softball training: pitching, hitting, fielding, catching, etc and group/clinics	Three60 Softball_EAA VCI 23-24 Application
JN Music Studio	In-home private music lessons - piano, guitar, voice, ukulele, and drums	JN Music Studio_EAA VCI 23-24 Application
Sara Borisov	IEW and literature tutoring	Sara Borisov_EAA VCI 23-24 Application
Monica Itamura	Literature, English, Entrepreneur classes & tutoring for grades 4th-12th, Government & History classes for grades 6th-12th, Basketball for grades 5th-12th	Monica Itamura_EAA VCI 23-24 Application
Mountain City Music Company	Mobile music lessons (guitar, piano, voice, bass, ukulele, music production, and all major instruments)	Mountain City Music Company_EAA VCI 23-24 Application
Code Ninjas Encinitas	Computer coding, robotics, drone piloting	Code Ninjas Encinitas_EAA VCI 23-24 Application
Mathnasium of Temecula	Math tutoring	Mathnasium of Temecula_EAA VCI 23-24 Application

Elite Academic Academy - Educational Material Partners - February 2024

Partner Name	Product Description	Link to EAA EMR 2023-2024 Applications
Trigger Memory Co.	Videos, printable workbooks, and games	Trigger Memory Co. EAA EMR 23-24 Application
Homestead Education, LLC	Science textbooks	Homestead Education, LLC EAA EMR 23-24 Application
Harmony in the Wild, LLC	Nature guide and journal, coloring book, gratitude journal	Harmony in the Wild, LLC EAA EMR 23-24 Application
T is for Tot	Subscription play and learn kits	T is for Tot EAA EMR 23-24 Application
Treetop Publishing Inc	blank books, blank puzzles, blank board games and accessories	Treetop Publishing Inc EAA EMR 23-24 Application



Temporary Content Teacher - Job Description

Job Title:	Temporary Content Teacher
Position Type:	Temporary - Peak Performance
Department:	Credentialed Teaching
Reports To:	Credit Recovery/Acceleration Coordinator
FLSA Status:	Non-Exempt (for Part-Time hourly)/Exempt (for Full-Time salary)
Job Classification:	Certificated Part-Time or Full-Time
Pay Range:	As Indicated on Contract
School Calendar Days:	Temporary Level Up Calendar
Position Location:	Remote Office, but requires in-person meeting with groups of students a minimum of once per week.

Position Summary: *The Peak Performance Content Teacher is responsible for overseeing subject-specific hybrid courses during our Level Up learning period. The Peak Performance Content Teacher hosts weekly live sessions that engage students to achieve content mastery. Content teachers are responsible for reviewing and setting up their course according to the guidelines provided. The Peak Performance Content Teacher provides students with timely feedback on submitted work, updating grades weekly, and makes final grade determination. As needed, the Peak Performance Content Teacher creates personalized pacing guides including due dates and assignments for the course for the parent and Teacher of Record to utilize. In addition, the content teachers will support the academic success of the students in their courses through consistent and clear communication. The Peak Performance Content Teacher is required to meet with students on their caseload in-person at least one day per week to provide academic support and guidance. Content teachers are required to attend all required Peak Performance staff meetings throughout the summer and meet weekly via phone or Zoom with their partner Teacher of Record to discuss student progress. Content teachers respond to students within 24 hours of receipt of a message and communicate any academic concerns to their students' Elite Teachers of Record. When applicable, Peak Performance Content Teacher will also sit in on parent/student meetings with the Teacher of Record and/or Administrator to devise a success plan for the student, give specific information to the SPED department or Student Support Team.*

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.

- A valid, current, and appropriate California state teaching credential for teaching staff. A copy of Teaching Credential to be provided and kept current.

- Highly qualified to authorize students' learning in the content area served.
- 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.

General Skills:

- Team player.
- Love of learning – a lifelong learner.
- Ability to transmit passion for learning to students and families.
- Flexibility and adaptability.
- Well developed, clear communication and interpersonal skills that maintain a respectful, professional and courteous manner.
- Conflict resolution skills.
- Strong organizational skills.
- Openness to differing views and objectives.
- Technology-literate, preferably in Canvas LMS and Google Suite
- Willingness to research and become knowledgeable of curriculum and educational resources.
- Ability to deliver information effectively.
- Serve the staff, student and parent's needs to the best of his/her ability without allowing his/her own convenience to interfere.
- Ensures a culture where students, parents and teachers feel valued and served by contributing to providing a positive, supportive atmosphere for all.
- Consistently communicate professionally and with a tone of mutual respect.
- Maintain integrity at all times.

Essential Duties:

- Initial setup and preparation of their courses.
- Develop and deliver weekly live sessions that help students develop content mastery, and take attendance at live sessions for compliance purposes.
- Attend all required Peak Performance staff meetings.
- Meet weekly with partner Teacher of Record to discuss student progress.
- Coordinate and provide in-person academic support for students at minimum once per week.
- Provide students with syllabus, pacing guide with due dates for assignments, and assessments.
- Offer office hours and tutoring opportunities for students.
- Review completed coursework and make final grade determination.
- Provide students and parents with feedback in a timely manner.
- Update grades on a regular, weekly basis.

Education:

- Bachelor’s Degree
- Single Subject and/or Multiple Subject credential by coursework or exam -or- HQ by other means (e.g. HOUSSE, VPSS, etc.)

Experience:

Two (2) years directly related experience.

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, Learning Management Systems, and word processing software. The Peak Performance Content Teacher is expected to maintain a school issued 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. While performing the duties of this job, the employee is frequently required to sit, talk and hear. The employee is also required to stand and walk. The employee must have available transportation and be able to drive up to 100 miles in a day. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include 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. The noise level in the work environment is usually moderate.

Must be willing to meet in person (as needed) at least once a quarter for Professional Development or academic planning.

Employee Acknowledgement:

Employee Signature

Printed Name

Date



Temporary Level Up Pod Lead - Job Description

Position Title:	Temporary Level Up Pod Lead
Position Type:	Temporary
Department:	Certificated Teaching
Reports To:	Credit Recovery/Acceleration Coordinator
FLSA Classification:	Exempt
Pay Range:	Stipend (starting at \$1500)
Classification:	Certificated
School Calendar Days:	Temporary Level Up Calendar
Location:	Remote/Virtual

Position Summary: *This is not a stand-alone job description, but a rider to our Teacher of Record job description. This payscale supersedes the teaching position. The Temporary Level Up Pod Lead Teacher must participate, on a regular basis, in the direct education of a reduced caseload of 20-30 students; and serve as faculty for professional development activities. A Temporary Level Up Pod Lead is responsible for organizing and implementing instructional programs for students and meeting the duties of teaching as outlined in laws and policies. During non-student contact time, this employee is responsible for supporting a pod of teachers who are under his/her direct supervision, checking accuracy of compliance, making sure all required documents are signed by parents, supporting engagement and parent outreach, and attending both virtual enrichment webinars and designated in-person events within the Level Up program.*

Essential Duties:

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

1. Professional Development:

- Observing and providing peer assistance for colleagues in the area of compliance.
- Participating in professional development activities.
- Meeting with pod teachers in small groups or individually to provide support as needed.
- Participating in a formalized peer review process as a formative evaluator.
- Assisting in the coordination of all school based professional development opportunities linked to individual professional development plans and job competencies.

2. Curriculum:

- Collaborating with colleagues to support Elite Curriculum.
- Serving as the official liaison between teachers and the families they are supporting.
- Assisting with the adoption of the curriculum for the Level Up students and their teachers.
- Planning and managing the development of standards-based curriculum, instruction, assessment plans,

*Temporary Level Up Pod Lead Job Description
Pending Board Approval*

and strategies.

- Ensuring that all curricula are used effectively as a resource to meet curriculum goals.
- Coordinating communication and planning among all learning communities.

3. Leadership:

- Serving as a resource to the leadership team and working with school administrators to develop, implement, and evaluate the Level Up program.
- Supporting and assisting in implementing Elite’s Mission and Vision.
- Serving on Level Up committees.
- Attend webinars, enrichment virtual activities, and designated in-person events for Level Up.
- Able to effectively provide conflict resolution.
- Support the re-engagement policy with the pod teachers.

Required Qualifications:

- Valid professional teaching credential.
- Master’s degree or one year curriculum leadership at the school.
- Minimum of one year as a professional teacher.
- Ability to work an extended schedule.
- Ability to attend meetings, webinars and enrichment activities after 3 pm.
- Be available to work Monday-Friday June 21st - August 11th.

Desired Qualifications:

- Professional development in the area(s) of:
 - communication and conferencing skills;
 - leadership development;
 - standards-based curriculum development;
 - peer observation, coaching, mentoring, and conferencing skills;
 - student and parent conferencing skills;
 - knowledge of subject matter;
 - independent study compliance;
 - remote teaching;
 - assessment of student performance.
- Master’s degree or higher.
- 5 or more years in the field of Education with independent study experience.

Employee Acknowledgement:

Employee Signature

Printed Name

Date

*Temporary Level Up Pod Lead Job Description
Pending Board Approval*



Temporary Teacher of Record - Job Description

Job Title:	Temporary Teacher of Record
Position Type:	Temporary
Department:	Credentialed Teaching
Reports To:	Credit Recovery/Acceleration Coordinator
FLSA Classification:	Exempt
Pay Range:	\$335/day
Classification:	Certificated
School Calendar Days:	Temporary Level Up Calendar (40 hours weekly)
Location:	Remote/Virtual with one required program-wide in-person event (date TBD)

Position Summary: *The Temporary Teacher of Record is primarily responsible for effective teaching and learning of the assigned subjects(s) following the approved curriculum for our Level Up learning period. Additionally, the Temporary Teacher of Record is responsible for student safety, effective collaboration, and attention to each student's readiness to learn including needed guidance, discipline, and welfare. Employees may teach in a variety of virtual, elementary and/or secondary educational, individual, and group teaching settings. Attendance at one program-wide in-person event is required (date TBD).*

Essential Duties:

- Attends and actively participates in weekly program meetings with other teachers, support staff, and the program lead and/or administrator as needed.
- Works with a high level of independence and professional discretion under the general supervision of the program coordinator.
- Works collaboratively in a professional learning community with other teachers and support staff to address the needs of the students.
- Supports the mission, vision, and goals of Elite Academic Academy.
- Ensures the Course of Study for each student indicating curriculum used in Core Subject Areas, encompassing the Common Core standards focusing on intervention and/or enrichment for each student.
- Effectively communicates weekly feedback concerning the expectation of achievement with respect to learning goals.
- Hosts weekly virtual study hall sessions for groups of students to support student success.
- Calls, emails, and texts students and families regularly throughout the program to provide important progress updates and program reminders.
- Initiates family contact for students in need of re-engagement within three days; with guidance from designated lead, the TOR will also follow-up two additional times within the subsequent week to provide specific goals and accountability for the family.

*Temporary Teacher of Record Job Description
Pending Board Approval*

- Records student work completed and identifies student work missing and works with administration to collect missing assignments.
- Records student engagement data as trained in compliance with Elite’s re-engagement policy.
- Completes all compliance documentation, including master agreements, attendance records, portfolio of work samples, and assignment and work records for each student.
- Assigns additional student work if needed.
- Responds to parent, student, and administrative inquiries within 24 hours of contact.
- Provides instructional and intervention support for students who are not meeting academic expectations.
- Maintains professional competence through in-service educational activities provided by the school and other professional growth activities.

Other Duties:

- Documents and reports to Elite Academic administration all formal disciplinary actions involving students and staff; addresses and resolves complaints from students, parents, and staff in a timely manner; and ensures compliance with the Elite Academic Uniform Complaint Policy, the Elite Academic Uniform Technology Policy, and the provisions of California Penal Code Section 11166 (Child Abuse and Neglect Reporting Act).
- Required to travel up to 100 miles to various public locations to meet with students.
- Performs other duties as assigned.

Knowledge and Abilities:

Knowledge of:

- Current trends and research concerning the growth and development of K-12 grade children.
- Principles, theories, practices, methods, and techniques used in curriculum development, instruction, and assessment.
- Procedures and best practices that promote appropriate student conduct.
- Educational research concerning extrinsic and intrinsic student motivation.
- Guidance and Special Education practices and procedures.
- Applicable sections of the Education Code and other applicable laws.
- Research methods and report writing techniques.

Ability to:

- Demonstrate effective interpersonal skills.
- Communicate clearly in a timely manner, both orally and in writing.
- Foster teamwork in a collaborative work environment.
- Direct, motivate, listen to, and establish effective rapport with students and parents.

*Temporary Teacher of Record Job Description
Pending Board Approval*

- Analyze and assess student learning.
- Use technology in an effective manner for teaching, communicating, analyzing, and reporting.
- Motivate students to develop the skills, attitudes, and understanding needed to set a good foundation for secondary-level education, in accordance with each student's ability.
- Maintain professional, cordial relationships with students, parents, and staff.
- Monitor children in learning environments.
- Use good 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 where only limited standardization exists.
- Interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

Education and Experience:

- BA or BS from an accredited college or university
- Valid California Multiple Subject or Single Subject Credential or Intern Credential
- NCLB Compliant
- ELL Authorization - CLAD, BCLAD desirable
- Passed CBEST
- Negative TB Test or Risk Assessment Questionnaire
- DOJ Fingerprint Clearance
- Valid CA Driver's License
- First Aid/ CPR Certification

Use of Computer Technology:

To perform this job successfully, an individual should have general knowledge of accounting software, 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 Temporary Teacher of Record is expected to acquire and maintain a working computer with an internet connection and a printer. Teachers are expected to have a phone to be able to contact students and families.

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 essential functions.

- Hearing and speaking to exchange information.
- Dexterity of hands and fingers to demonstrate activities.

*Temporary Teacher of Record Job Description
Pending Board Approval*

- Operates a computer and other office productivity machinery.
- Seeing to read a variety of materials and monitor students.
- 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 essential functions.

- Noise level is generally moderate.
- Meetings conducted in public and private settings.
- Indoor and outdoor 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

*Temporary Teacher of Record Job Description
Pending Board Approval*



Elite Fellow Rider

Department: Certificated Staff
Reports To: CEO (or Designee)
FLSA Classification: Exempt
Pay: \$5,000 one-time stipend
Classification: Certificated

Description: *This limited one-time stipend is for participation in:*

- *Professional Development focused on enhancing student engagement and promoting student agency in learning.*
 - *Personalized Coaching: Meeting and working with an experienced coach to support ongoing reflection and experimentation in teaching practices. This one-on-one relationship allowed for personalized feedback and guidance tailored to your specific goals and challenges.*
 - *Innovative Teaching Community: Creating a vibrant community of like-minded educators committed to educational excellence and innovation. This network provides a platform for sharing experiences, strategies, and resources to support each other’s growth and success.*
-

Employee Acknowledgement:

Employee Signature

Printed Name

Date

*Elite Fellow Rider
Pending Board Approval*

Employee Code	Position	Payroll Profile Desc	Addendum Type	Contract Addendum Start Date	23.24 Stipend Amount
23240359	Teacher of Record-Homeschool	Elite Academic Academy -Mountain Empire	SOAR Development Team	2/1/2024	\$1,250.00
23240335	Teacher of Record-Flex	Elite Academic Academy -Mountain Empire	SOAR Development Team	2/1/2024	\$1,250.00
23240513	Teacher of Record-Virtual	Elite Academic Academy -Mountain Empire	SOAR Development Team	2/1/2024	\$1,250.00
23240265	Instructional Learning Coach	Elite Academic Academy -Mountain Empire	SOAR Development Team	2/1/2024	\$1,250.00

EAA 2024/2025 Staffing Calendar - 200 (New Hire) Certificated Employee

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
	1	2	3	4	5	6					1	2	3	1	2	3	4	5	6	7			1	2	3	4	5
7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12
14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19
21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26
28	29	30	31				25	26	27	28	29	30	31	29	30						27	28	29	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	1	2	3	4	5	6	7			1	2	3	4							1	
3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11	2	3	4	5	6	7	8
10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18	9	10	11	12	13	14	15
17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25	16	17	18	19	20	21	22
24	25	26	27	28	29	30	29	30	31					26	27	28	29	30	31	23	24	25	26	27	28		

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
						1			1	2	3	4	5					1	2	3	1	2	3	4	5	6	7
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28
23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31	29	30					
30	31																										

Important Dates

8/12	-Contract Start Date
8/28	- First Day of School (Traditional)
9/2	- Labor Day
11/11	- Veteran's Day
11/25 - 11/29	- Thanksgiving Break
12/19 - 1/3	- Winter Break
1/20	- Martin Luther King Jr. Day
2/14 - 2/17	- Presidents' Day Weekend
3/10 - 3/14	- Spring Break
5/26	- Memorial Day
6/10	- Last Day of School
6/19	- Juneteenth
6/30	- Contract End Date

Key

	Contract Start and End Dates
	First & Last Day(s) of School
	Paid Holidays (full-time)
	Paid Flex Days (full-time) (non-school/contract)
	All Staff PD Days



Pending board approval

I have reviewed the above, and understand that this is my staffing calendar, and it differs from the student calendar. _____

Elite Academic Academy 2024/2025 Staffing Calendar - Payroll

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
	1	2	3	4	5	6					1	2	3	1	2	3	4	5	6	7			1	2	3	4	5
7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12
14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19
21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26
28	29	30	31				25	26	27	28	29	30	31	25	26	27	28	29	30	27	28	29	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	1	2	3	4	5	6	7				1	2	3	4							1
3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11	2	3	4	5	6	7	8
10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18	9	10	11	12	13	14	15
17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25	16	17	18	19	20	21	22
24	25	26	27	28	29	30	29	30	31				26	27	28	29	30	31	23	24	25	26	27	28			

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
						1			1	2	3	4	5					1	2	3	1	2	3	4	5	6	7
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28
23	24	25	26	27	28	29	27	28	29	30			25	26	27	28	29	30	31	29	30						
30	31																										

Important Dates	
7/4	- Independence Day
9/2	- Labor Day
11/11	- Veteran's Day
11/25 - 11/29	- Thanksgiving Break
12/19	- Winter Break begins (see staffing calendar)
1/20	- Martin Luther King Jr. Day
2/17	- Presidents' Day
3/10 - 3/14	- Spring Break
5/26	- Memorial Day
6/19	- Juneteenth

Key	
	Semi-Monthly Payroll
	Monthly/Semi-Monthly Payroll
	Holidays



Pending board approval

EAA 2024/2025 Staffing Calendar - 34 Day Temporary Level Up Employee

JUNE							JULY							AUGUST						
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	6					1	2	3	
2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31
30																				

Important Dates	
6/24	- Contract Start Date
7/1	- First Day of School (Year-Round)
7/4	- Independence Day
8/3	- Last Day of First LP (Year Round)
8/9	- Contract End Date

Key	
	Contract Start and End Dates
	First & Last Day(s) of School
	Holiday (unpaid)
	Professional Development



Pending board approval

I have reviewed the above, and understand that this is my staffing calendar, and it differs from the student calendar. _____

EAA 2024/2025 Staffing Calendar - 189 (11 Month) Certificated Employee

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
	1	2	3	4	5	6					1	2	3	1	2	3	4	5	6	7			1	2	3	4	5
7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12
14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19
21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26
28	29	30	31				25	26	27	28	29	30	31	29	30						27	28	29	30	31		

Important Dates	
7/1	- Contract Start Date
7/4	- Independence Day
8/15	- Return from summer break
8/28	- First Day of School (Traditional)
9/2	- Labor Day
11/11	- Veteran's Day
11/25 - 11/29	- Thanksgiving Break
12/19 - 1/3	- Winter Break
1/20	- Martin Luther King Jr. Day
2/14 - 2/17	- Presidents' Day Weekend
3/10 - 3/14	- Spring Break
5/26	- Memorial Day
6/10	- Last Day of School
6/16	- Begin summer break
6/19	- Juneteenth
6/30	- Contract End Date

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	1	2	3	4	5	6	7				1	2	3	4							1
3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11	2	3	4	5	6	7	8
10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18	9	10	11	12	13	14	15
17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25	16	17	18	19	20	21	22
24	25	26	27	28	29	30	29	30	31					26	27	28	29	30	31	23	24	25	26	27	28		

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
						1			1	2	3	4	5					1	2	3	1	2	3	4	5	6	7
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28
23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31	29	30					
30	31																										

Key	
	Contract Start and End Dates
	First & Last Day(s) of School
	Paid Holidays (full-time)
	Paid Flex Days (full-time) (non-school/contract)
	All Staff PD Days



Pending board approval

I have reviewed the above, and understand that this is my staffing calendar, and it differs from the student calendar. _____

EAA 2024/2025 Staffing Calendar - 224 (12 Month) Certificated Employee

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
1	2	3	4	5	6					1	2	3		1	2	3	4	5	6	7			1	2	3	4	5
7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12
14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19
21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26
28	29	30	31				25	26	27	28	29	30	31	29	30						27	28	29	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	1	2	3	4	5	6	7				1	2	3	4							1
3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11	2	3	4	5	6	7	8
10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18	9	10	11	12	13	14	15
17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25	16	17	18	19	20	21	22
24	25	26	27	28	29	30	29	30	31					26	27	28	29	30	31	23	24	25	26	27	28		

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
						1			1	2	3	4	5					1	2	3	1	2	3	4	5	6	7
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28
23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31	29	30					
30	31																										

Important Dates	
7/1	- First Day of School (Year-Round)
7/1	- Contract Start Date
7/4	- Independence Day
8/28	- First Day of School (Traditional)
9/2	- Labor Day
11/11	- Veteran's Day
11/25 - 11/29	- Thanksgiving Break
12/19 - 1/3	- Winter Break
1/20	- Martin Luther King Jr. Day
2/14 - 2/17	- Presidents' Day Weekend
3/10 - 3/14	- Spring Break
5/26	- Memorial Day
6/10	- Last Day of School
6/19	- Juneteenth
6/30	- Contract End Date

Key	
	Contract Start and End Dates
	First & Last Day(s) of School
	Paid Holidays (full-time)
	Paid Flex Days (full-time)* (non-school/contract)***
	All Staff PD Days

***Leads can work with Director to adjust August days (as long as not working Level Up Program)



Pending board approval

I have reviewed the above, and understand that this is my staffing calendar, and it differs from the student calendar. _____

EAA 2024/2025 Staffing Calendar - 232 (12 Month) Director/Coordinator Employee

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													
1	2	3	4	5	6						1	2	3													1	2	3	4	5	6	7				1	2	3	4	5
7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12													
14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19													
21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26													
28	29	30	31				25	26	27	28	29	30	31	29	30						27	28	29	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	1	2	3	4	5	6	7				1	2	3	4							1
3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11	2	3	4	5	6	7	8
10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18	9	10	11	12	13	14	15
17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25	16	17	18	19	20	21	22
24	25	26	27	28	29	30	29	30	31				26	27	28	29	30	31	23	24	25	26	27	28			

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	
						1			1	2	3	4	5						1	2	3	1	2	3	4	5	6	7
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14	
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21	
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28	
23	24	25	26	27	28	29	27	28	29	30			25	26	27	28	29	30	31	29	30							
30	31																											

Important Dates	
7/1	- First Day of School (Year-Round)
7/1	- Contract Start Date
7/4	- Independence Day
8/28	- First Day of School (Traditional)
9/2	- Labor Day
11/11	- Veteran's Day
11/25 - 11/29	- Thanksgiving Break
12/19 - 1/1	- Winter Break
1/20	- Martin Luther King Jr. Day
2/14 - 2/17	- Presidents' Day Weekend
3/10 - 3/14	- Spring Break
5/26	- Memorial Day
6/10	- Last Day of School
6/19	- Juneteenth
6/30	- Contract End Date

Key	
	Contract Start and End Dates
	First & Last Day(s) of School
	Paid Holidays (full-time)
	Paid Flex Days (full-time) (non-school/contract)***
	New Hire Orientation and PD
	All Staff PD Days - PTO requests not granted
	PTO requests will not be granted

***July flex day may be adjusted if needed/desired.



Pending board approval

I have reviewed the above, and understand that this is my staffing calendar, and it differs from the student calendar. _____

EAA 2024/2025 Staffing Calendar - 238 (12 Month) Classified Employee

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
	1	2	3	4	5	6					1	2	3	1	2	3	4	5	6	7			1	2	3	4	5
7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12
14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19
21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26
28	29	30	31				25	26	27	28	29	30	31	29	30						27	28	29	30	31		

Important Dates	
7/1	Contract Start Date
7/4	- Independence Day
9/2	- Labor Day
11/11	- Veteran's Day
11/25 - 11/29	- Thanksgiving Break
12/19 - 1/1	- Winter Break
1/20	- Martin Luther King Jr. Day
2/14 - 2/17	- Presidents' Day Weekend
5/26	- Memorial Day
6/19	- Juneteenth
6/30	- Contract End Date

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	1	2	3	4	5	6	7	1			1	2	3	4							1
3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11	2	3	4	5	6	7	8
10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18	9	10	11	12	13	14	15
17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25	16	17	18	19	20	21	22
24	25	26	27	28	29	30	29	30	31				26	27	28	29	30	31	23	24	25	26	27	28			

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
						1			1	2	3	4	5	1				1	2	3	1	2	3	4	5	6	7
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28
23	24	25	26	27	28	29	27	28	29	30			25	26	27	28	29	30	31	29	30						
30	31																										

Key	
	Contract Start and End Dates
	Paid Holidays (full-time)
	Paid Flex Days (full-time) (non-school/contract)
	Possible PD Days (see supervisor)



Pending board approval

I have reviewed the above, and understand that this is my staffing calendar, and it differs from the student calendar. _____

EAA - Mountain Empire
 FY 23.24 Second Interim Report
 March 2024

		2022-23	2023-24	2024-25	2025-26	
		Audited Actuals	Projected Budget	Projected Budget	Projected Budget	
		ADA	929.66	948.68	1005.60	1065.94
REVENUE						
	LCFF	10,492,513	11,545,347	12,727,455	13,943,618	
	Special Education - state	777,477	821,799	871,107	923,373	
	Special Education - federal	99,096	101,123	107,191	113,622	
	Title I & II	106,649	110,623	117,260	124,296	
	Lottery	241,118	236,221	250,395	265,418	
	Mandate Block Grant	20,593	29,435	31,201	33,073	
	Educator Effectiveness Block Grant	0	60,000			
	MTSS	18,000		15,500		
	21-22 ELO-G	67,127	57,918			
	Universal Prekindergarten Planning & Implementation Grant	53,795	46,456			
	CTEIG	332,113	366,825	300,000	300,000	
	Learning Recovery Emergency Block Grant		296,223	296,223		
	Arts, Music, and Instructional Materials	50,000	206,668	206,667		
	Ethnic Studies	4,295				
	SPED Mental Health		37,611			
	Proposition 28: Arts and Music in Schools		116,550	123,543	130,956	
	Other miscellaneous	19,701	30,131	31,637	33,219	
	Total Revenue	12,282,477	14,079,431	15,078,179	15,867,576	
EXPENSES						
	Salary Expense - certificated	4,741,533	5,551,361	5,884,443	6,237,510	
	Salary Expense - classified	553,617	616,823	653,833	693,063	
	Total Salary Expense	5,295,150	6,168,185	6,538,276	6,930,572	
	Benefits & Taxes	1,445,637	1,655,404	1,754,728	1,860,012	
	Materials & Supplies	1,107,402	1,181,018	1,251,879	1,326,991	
	Services & Operating Expenses	4,303,470	4,854,760	5,146,045	5,454,808	
	Interest Expense	62,157	74,971	97,462	126,700	
	Total Expenses	12,213,815	13,934,337	14,788,390	15,699,084	
	Net Surplus (Deficit)	68,662	145,094	289,789	168,492	
	Beginning Fund Balance	1,020,589	1,089,251	1,234,345	1,524,134	
	Ending Funding Balance	1,089,251	1,234,345	1,524,134	1,692,626	

ASSUMPTIONS:

- 1) The average daily attendance (ADA) for the 2023-24 year is projected to be 948.68
- 2) Statutory COLA updated to 8.22%
- 3) 2023-24 Non-recurring revenue is projected to be \$1,088,201 (in green)
- 4) Learning Recovery Emergency Block Grant and Arts, Music, and Instructional Materials Grant have been reduced, but by less than originally projected.
- 5) Proposition 28: Arts and Music in Schools has been adopted by the state legislature, and will be a recurring source of revenue.
- 6) All other 2023-24 revenue is a function of ADA.
- 7) The FY 2023-24 beginning fund balance at June 30, 2023 is \$1,089,251, with a projected surplus of \$145,094, for a projected ending fund balance of \$1,234,345 at June 30, 2024.

Proj 23.24	ME Trk B	Trk A	TOTAL
	TK-3	277.22	277.22
	4-6	202.05	202.05
	7-8	133.32	133.32
	9-12	127.18	208.91
TOTAL			948.68

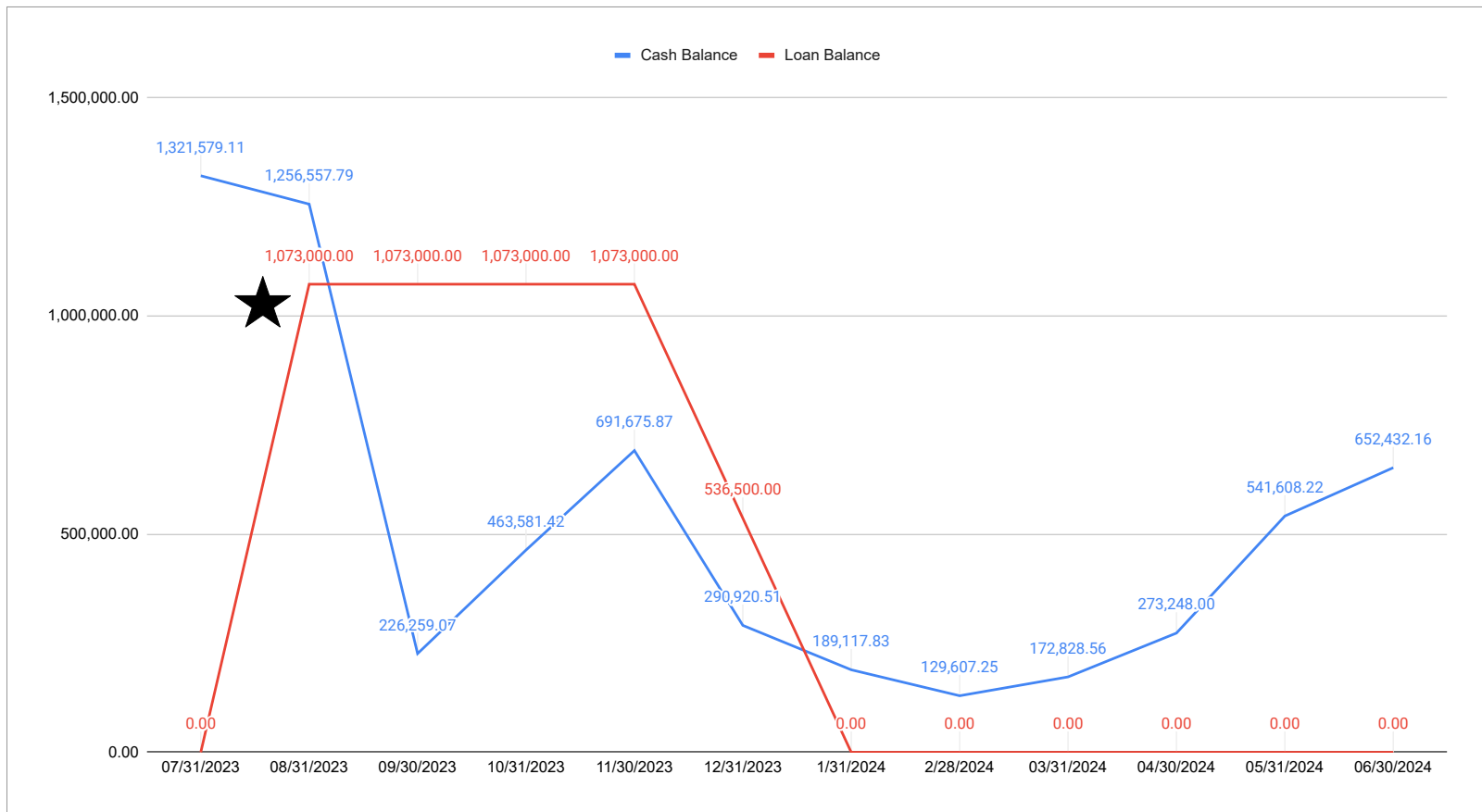
TOTAL ADA		
FY 22.23	FY 23.24	GROWTH
929.66	948.68	2.05%

	07/31/2023	08/31/2023	09/30/2023	10/31/2023	11/30/2023	12/31/2023	1/31/2024	2/28/2024	03/31/2024	04/30/2024	05/31/2024	06/30/2024
Cash Balance	1,321,579.11	1,256,557.79	226,259.07	463,581.42	691,675.87	290,920.51	189,117.83	129,607.25	172,828.56	273,248.00	541,608.22	652,432.16
Loan Balance	0.00	1,073,000.00	1,073,000.00	1,073,000.00	1,073,000.00	536,500.00	0.00	0.00	0.00	0.00	0.00	0.00

REPAYMENTS

ROUNDS OF BORROWING

12/1/2023	-\$536,500	★	8/22/2022	1,073,000.00
1/1/2024	-\$536,500			



**CHARTER SCHOOL
INTERIM FINANCIAL REPORT - ALTERNATIVE FORM**

Reporting Period: Second Interim

Charter School Name: Elite Academic Academy
(continued) Mountain Empire
CDS #: 37 68213 0136978
Charter Approving Entity: Mountain Empire Unified
County: San Diego
Charter #: 1924
Fiscal Year: 2023-2024

CERTIFICATION OF FINANCIAL CONDITION

- POSITIVE CERTIFICATION**
As the Charter School Official, I certify that based upon current projections this charter will meet its financial obligations for the current fiscal year and subsequent two fiscal years.
- QUALIFIED CERTIFICATION**
As the Charter School Official, I certify that based upon current projections this charter may not meet its financial obligations for the current fiscal year or two subsequent fiscal years.
- NEGATIVE CERTIFICATION**
As the Charter School Official, I certify that based upon current projections this charter will be unable to meet its financial obligations for the remainder of the current fiscal year or for the subsequent fiscal year.

To the entity that approved the charter school:

- 2023-2024 CHARTER SCHOOL FIRST INTERIM FINANCIAL REPORT -- ALTERNATIVE FORM: This report has been approved, and is hereby filed by the charter school pursuant to *Education Code* Section 47604.33.

Signed: _____ Date: _____
Charter School Official
(Original signature required)

Print Name: Meghan Freeman Title: CEO

To the County Superintendent of Schools:

- 2023-2024 CHARTER SCHOOL FIRST INTERIM FINANCIAL REPORT -- ALTERNATIVE FORM: This report is hereby filed with the County Superintendent pursuant to *Education Code* Section 47604.33.

Signed: _____ Date: _____
Authorized Representative of
Charter Approving Entity
(Original signature required)

Print Name: Patrick Keeley Title: Superintendent

For additional information on the First Interim Report, please contact:

For Approving Entity:

Rustie Phillips
Name

Sr. Accounting Tech
Title

619-473-9022 ext 128
Phone

rustie.phillips@meusd.org
E-mail

For Charter School:

Adam Woodard
Name

Chief Financial Officer
Title

(866) 354-8302
Phone

awoodard@eliteacademic.com
E-mail

This report has been verified for mathematical accuracy by the County Superintendent of Schools, pursuant to *Education Code* Section 47604.33.

Date

7. Other Outgo										
Tuition to Other Schools	7110-7143		-			-			-	
Transfers of Pass-through Revenues to Other LEAs	7211-7213		-			-			-	
Transfers of Apportionments to Other LEAs - Spec. Ed.	7221-7223SE		-			-			-	
Transfers of Apportionments to Other LEAs - All Other	7221-7223AO		-			-			-	
All Other Transfers	7281-7299		-			-			-	
Transfers of Indirect Costs	7300-7399		-			-			-	
Debt Service:										
Interest	7438	107,810.00	107,810.00	69,472.36		69,472.36	74,971.00		74,971.00	
Principal (for modified accrual basis only)	7439		-			-			-	
Total, Other Outgo		107,810.00	107,810.00	69,472.36	-	69,472.36	74,971.00	-	74,971.00	
8. TOTAL EXPENDITURES		13,368,608.44	1,862,045.56	15,230,654.00	6,798,626.15	1,344,792.60	8,143,418.75	11,627,735.80	2,306,601.37	13,934,337.17
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)		448,088.69	-	448,088.69	(446,891.88)	(221,821.60)	(668,713.48)	145,093.00	-	145,093.00
D. OTHER FINANCING SOURCES / USES										
1. Other Sources	8930-8979		-			-				-
2. Less: Other Uses	7630-7699		-			-				-
3. Contributions Between Unrestricted and Restricted Accounts (must net to zero)	8980-8999		-			-				-
4. TOTAL OTHER FINANCING SOURCES / USES		-	-	-	-	-	-	-	-	-
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)		448,088.69	-	448,088.69	(446,891.88)	(221,821.60)	(668,713.48)	145,093.00	-	145,093.00
F. FUND BALANCE, RESERVES										
1. Beginning Fund Balance										
a. As of July 1	9791	1,062,465.15	1,062,465.15	1,062,465.15		1,062,465.15	1,062,465.15		1,062,465.15	
b. Adjustments to Beginning Balance	9793, 9795		-		26,785.85		26,785.85		26,785.85	
c. Adjusted Beginning Balance		1,062,465.15	1,062,465.15	1,089,251.00		1,089,251.00	1,089,251.00		1,089,251.00	
2. Ending Fund Balance, June 30 (E + F.1.c.)		1,510,553.84	1,510,553.84	642,359.12	(221,821.60)	420,537.52	1,234,344.00		1,234,344.00	
Components of Ending Fund Balance :										
a. Nonspendable										
Revolving Cash (equals object 9130)	9711		-			-			-	
Stores (equals object 9320)	9712		-			-			-	
Prepaid Expenditures (equals object 9330)	9713		-			-			-	
All Others	9719		-			-			-	
b. Restricted	9740		-			-			-	
c. Committed										
Stabilization Arrangements	9750		-			-			-	
Other Commitments	9760		-			-			-	
d. Assigned										
Other Assignments	9780		-			-			-	
e. Unassigned/Unappropriated										
Reserve for Economic Uncertainties	9789	802,116.51	802,116.51			-	697,664.15		697,664.15	
Unassigned/Unappropriated Amount	9790	708,437.33	708,437.33			-	536,679.85		536,679.85	

**CHARTER SCHOOL
INTERIM FINANCIAL REPORT - ALTERNATIVE FORM**
Reporting Period: Second Interim

Charter School Name: Elite Academic Academy
 (continued) Mountain Empire
 CDS #: 37 68213 0136978
 Charter Approving Entity: Mountain Empire Unified
 County: San Diego
 Charter #: 1924
 Fiscal Year: 2023-2024

Description	Object Code	7/1 Adopted Budget (X)	Actuals thru 1/31/24 (Y)	2nd Interim Budget (Z)	2nd Interim vs. Adopted Budget Increase, (Decrease)	
					\$ Difference (Z) vs. (X)	% Change (Z) vs. (X)
A. REVENUES						
1. LCFF/Revenue Limit Sources						
State Aid - Current Year	8011	11,198,968.00	4,971,863.00	9,135,984.00	(2,062,984.00)	-18.42%
Education Protection Account State Aid - Current Year	8012	227,436.00	92,966.00	189,736.00	(37,700.00)	-16.58%
State Aid - Prior Years	8019	-	-	-	-	
Transfers to Charter Schools Funding in Lieu of Property Taxes	8096	2,171,230.00	1,089,485.71	2,219,627.00	48,397.00	2.23%
Other LCFF Transfers	8091, 8097	-	-	-	-	
Total, LCFF Sources		13,597,634.00	6,154,314.71	11,545,347.00	(2,052,287.00)	-15.09%
2. Federal Revenues						
Every Student Succeeds Act (Title I-V)	8290	132,645.00	-	110,623.00	(22,022.00)	-16.60%
Special Education - Federal	8181, 8182	127,656.25	-	101,123.41	(26,532.84)	-20.78%
Child Nutrition - Federal	8220	-	-	-	-	
Donated Food Commodities	8221	-	-	-	-	
Other Federal Revenues	8110, 8260-8299	-	39,590.00	57,918.00	57,918.00	New
Total, Federal Revenues		260,301.25	39,590.00	269,664.41	9,363.16	3.60%
3. Other State Revenues						
Special Education - State	StateRevSE	714,648.75	429,423.00	821,799.00	107,150.25	14.99%
All Other State Revenues	StateRevAO	1,106,158.69	821,246.76	1,412,488.96	306,330.27	27.69%
Total, Other State Revenues		1,820,807.44	1,250,669.76	2,234,287.96	413,480.52	22.71%
4. Other Local Revenues						
All Other Local Revenues	LocalRevAO	-	30,130.80	30,130.80	30,130.80	New
Total, Local Revenues		-	30,130.80	30,130.80	30,130.80	New
5. TOTAL REVENUES						
		15,678,742.69	7,474,705.27	14,079,430.17	(1,599,312.52)	-10.20%

B. EXPENDITURES

1. Certificated Salaries						
Certificated Teachers' Salaries	1100	4,327,812.12	2,247,371.07	3,891,315.77	(436,496.35)	-10.09%
Certificated Pupil Support Salaries	1200	278,392.21	158,428.91	287,053.32	8,661.11	3.11%
Certificated Supervisors' and Administrators' Salaries	1300	1,164,132.40	761,216.32	1,310,353.45	146,221.05	12.56%
Other Certificated Salaries	1900	74,342.11	36,529.47	62,638.94	(11,703.17)	-15.74%
Total, Certificated Salaries		5,844,678.84	3,203,545.77	5,551,361.48	(293,317.36)	-5.02%
2. Non-certificated Salaries						
Non-certificated Instructional Aides' Salaries	2100	143,746.35	74,000.97	128,101.43	(15,644.92)	-10.88%
Non-certificated Support Salaries	2200	-	-	-	-	
Non-certificated Supervisors' and Administrators' Sal.	2300	225,512.82	89,206.02	151,637.93	(73,874.89)	-32.76%
Clerical and Office Salaries	2400	206,031.15	27,268.77	53,453.98	(152,577.17)	-74.06%
Other Non-certificated Salaries	2900	112,467.93	155,873.70	283,629.98	171,162.05	152.19%
Total, Non-certificated Salaries		687,758.25	346,349.46	616,823.32	(70,934.93)	-10.31%
3. Employee Benefits						
STRS	3101-3102	1,116,338.10	564,136.65	1,000,125.07	(116,213.03)	-10.41%
PERS	3201-3202	-	21,473.67	-	-	
OASDI / Medicare / Alternative	3301-3302	137,361.69	51,473.48	127,681.73	(9,679.96)	-7.05%
Health and Welfare Benefits	3401-3402	440,543.52	225,691.82	409,124.81	(31,418.71)	-7.13%
Unemployment Insurance	3501-3502	40,388.19	5,656.28	35,865.98	(4,522.21)	-11.20%
Workers' Compensation Insurance	3601-3602	69,928.62	44,300.34	65,139.37	(4,789.25)	-6.85%
OPEB, Allocated	3701-3702	-	-	-	-	
OPEB, Active Employees	3751-3752	-	-	-	-	
Other Employee Benefits	3901-3902	27,665.28	9,721.91	17,467.21	(10,198.07)	-36.86%
Total, Employee Benefits		1,832,225.40	922,454.15	1,655,404.17	(176,821.23)	-9.65%
4. Books and Supplies						
Approved Textbooks and Core Curricula Materials	4100	1,313,599.18	636,862.93	1,001,322.35	(312,276.83)	-23.77%
Books and Other Reference Materials	4200	-	-	-	-	
Materials and Supplies	4300	9,243.75	37,187.06	52,445.19	43,201.44	467.36%
Noncapitalized Equipment	4400	211,282.99	120,949.13	127,250.00	(84,032.99)	-39.77%
Food	4700	-	-	-	-	
Total, Books and Supplies		1,534,125.92	794,999.12	1,181,017.54	(353,108.38)	-23.02%
5. Services and Other Operating Expenditures						
Subagreements for Services	5100	-	-	-	-	
Travel and Conferences	5200	233,427.50	175,222.22	254,795.95	21,368.45	9.15%
Dues and Memberships	5300	15,355.00	11,876.35	12,250.53	(3,104.47)	-20.22%
Insurance	5400	62,798.75	39,110.72	45,000.00	(17,798.75)	-28.34%
Operations and Housekeeping Services	5500	6,695.00	4,887.35	7,689.97	994.97	14.86%
Rentals, Leases, Repairs, and Noncap. Improvements	5600	86,192.55	42,707.75	77,680.45	(8,512.10)	-9.88%
Transfers of Direct Costs	5700-5799	-	-	-	-	

Professional/Consulting Services and Operating Expend.	5800	4,696,582.54	2,405,876.76	4,301,930.38	(394,652.16)	-8.40%
Communications	5900	123,004.25	126,916.74	155,412.38	32,408.13	26.35%
Total, Services and Other Operating Expenditures		5,224,055.59	2,806,597.89	4,854,759.66	(369,295.93)	-7.07%
6. Capital Outlay (Objects 6100-6170, 6200-6500 modified accrual basis only)						
Land and Land Improvements	6100-6170	-	-	-	-	
Buildings and Improvements of Buildings	6200	-	-	-	-	
Books and Media for New School Libraries or Major Expansion of School Libraries	6300	-	-	-	-	
Equipment	6400	-	-	-	-	
Equipment Replacement	6500	-	-	-	-	
Depreciation Expense (for accrual basis only)	6900	-	-	-	-	
Total, Capital Outlay		-	-	-	-	
7. Other Outgo						
Tuition to Other Schools	7110-7143	-	-	-	-	
Transfers of Pass-through Revenues to Other LEAs	7211-7213	-	-	-	-	
Transfers of Apportionments to Other LEAs - Spec. Ed.	7221-7223SE	-	-	-	-	
Transfers of Apportionments to Other LEAs - All Other	7221-7223AO	-	-	-	-	
All Other Transfers	7281-7299	-	-	-	-	
Transfers of Indirect Costs	7300-7399	-	-	-	-	
Debt Service:						
Interest	7438	107,810.00	69,472.36	74,971.00	(32,839.00)	-30.46%
Principal (for modified accrual basis only)	7439	-	-	-	-	
Total, Other Outgo		107,810.00	69,472.36	74,971.00	(32,839.00)	-30.46%
8. TOTAL EXPENDITURES						
		15,230,654.00	8,143,418.75	13,934,337.17	(1,296,316.83)	-8.51%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)						
		448,088.69	(668,713.48)	145,093.00	(302,995.69)	-67.62%
D. OTHER FINANCING SOURCES / USES						
1. Other Sources	8930-8979	-	-	-	-	
2. Less: Other Uses	7630-7699	-	-	-	-	
3. Contributions Between Unrestricted and Restricted Accounts (must net to zero)	8980-8999	-	-	-	-	
4. TOTAL OTHER FINANCING SOURCES / USES						
		-	-	-	-	
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)						
		448,088.69	(668,713.48)	145,093.00	(302,995.69)	-67.62%
F. FUND BALANCE, RESERVES						
1. Beginning Fund Balance						
a. As of July 1	9791	1,062,465.15	1,062,465.15	1,062,465.15	-	0.00%

b. Adjustments/Restatements	9793, 9795	-	26,785.85	26,785.85	26,785.85	New
c. Adjusted Beginning Fund Balance		1,062,465.15	1,089,251.00	1,089,251.00		
2. Ending Fund Balance, June 30 (E + F.1.c.)		1,510,553.84	420,537.52	1,234,344.00		
Components of Ending Fund Balance :						
a. Nonspendable						
Revolving Cash (equals object 9130)	9711	-	-	-	-	
Stores (equals object 9320)	9712	-	-	-	-	
Prepaid Expenditures (equals object 9330)	9713	-	-	-	-	
All Others	9719	-	-	-	-	
b. Restricted	9740	-	-	-	-	
c. Committed						
Stabilization Arrangements	9750	-	-	-	-	
Other Commitments	9760	-	-	-	-	
d. Assigned						
Other Assignments	9780	-	-	-	-	
e. Unassigned/Unappropriated						
Reserve for Economic Uncertainties	9789	802,116.51	-	697,664.15	(104,452.36)	-13.02%
Unassigned/Unappropriated Amount	9790	708,437.33	-	536,679.85	(171,757.48)	-24.24%

**CHARTER SCHOOL
MULTI-YEAR PROJECTION - ALTERNATIVE FORM
Second Interim Report - MYP**

Charter School Name: Elite Academic Academy
(continued) Mountain Empire
CDS #: 37 68213 0136978
Charter Approving Entity: Mountain Empire Unified
County: San Diego
Charter #: 1924
Fiscal Year: 2023-2024

This charter school uses the following basis of accounting:

- Accrual Basis** (Applicable Capital Assets / Interest on Long-Term Debt / Long-Term Liabilities objects are 6900, 7438, 9400-9499, and 9660-9669)
 Modified Accrual Basis (Applicable Capital Outlay / Debt Service objects are 6100-6170, 6200-6500, 7438, and 7439)

Description	Object Code	FY 2023-2024			Totals for FY 2024-2025	Totals for FY 2025-2026
		Unrestricted	Restricted	Total		
A. REVENUES						
1. LCFF Sources						
State Aid - Current Year	8011	9,135,984.00	0.00	9,135,984.00	10,173,531.00	11,236,458.00
Education Protection Account State Aid - Current Year	8012	189,736.00	0.00	189,736.00	201,120.16	213,187.37
State Aid - Prior Years	8019	0.00	0.00	0.00		
Transfers of Charter Schools in Lieu of Property Taxes	8096	2,219,627.00	0.00	2,219,627.00	2,352,804.19	2,493,972.44
Other LCFF Transfers	8091, 8097	0.00	0.00	0.00		
Total, LCFF Sources		11,545,347.00	0.00	11,545,347.00	12,727,455.35	13,943,617.81
2. Federal Revenues						
Every Student Succeeds Act (Title I - V)	8290	0.00	110,623.00	110,623.00	117,260.00	124,296.00
Special Education - Federal	8181, 8182	0.00	101,123.41	101,123.41	107,191.00	113,622.00
Child Nutrition - Federal	8220	0.00	0.00	0.00		
Donated Food Commodities	8221	0.00	0.00	0.00		
Other Federal Revenues	8110, 8260-8299	0.00	57,918.00	57,918.00		
Total, Federal Revenues		0.00	269,664.41	269,664.41	224,451.00	237,918.00
3. Other State Revenues						
Special Education - State	StateRevSE	0.00	821,799.00	821,799.00	871,107.00	923,373.00
All Other State Revenues	StateRevAO	197,351.00	1,215,137.96	1,412,488.96	1,223,528.70	729,447.02
Total, Other State Revenues		197,351.00	2,036,936.96	2,234,287.96	2,094,635.70	1,652,820.02
4. Other Local Revenues						
All Other Local Revenues	LocalRevAO	30,130.80	0.00	30,130.80	31,637.00	33,219.00
Total, Local Revenues		30,130.80	0.00	30,130.80	31,637.00	33,219.00
5. TOTAL REVENUES						
		11,772,828.80	2,306,601.37	14,079,430.17	15,078,179.05	15,867,574.83
B. EXPENDITURES						
1. Certificated Salaries						
Certificated Teachers' Salaries	1100	2,873,684.02	1,017,631.75	3,891,315.77	4,124,794.72	4,372,282.40
Certificated Pupil Support Salaries	1200	287,053.32	0.00	287,053.32	304,276.52	322,533.11
Certificated Supervisors' and Administrators' Salaries	1300	1,310,353.45	0.00	1,310,353.45	1,388,974.66	1,472,313.14
Other Certificated Salaries	1900	62,638.94	0.00	62,638.94	66,397.28	70,381.11
Total, Certificated Salaries		4,533,729.73	1,017,631.75	5,551,361.48	5,884,443.17	6,237,509.76
2. Non-certificated Salaries						
Non-certificated Instructional Aides' Salaries	2100	0.00	128,101.43	128,101.43	135,787.52	143,934.77
Non-certificated Support Salaries	2200	0.00	0.00	0.00	-	-
Non-certificated Supervisors' and Administrators' Sal.	2300	151,637.93	0.00	151,637.93	160,736.21	170,380.38
Clerical and Office Salaries	2400	53,453.98	0.00	53,453.98	56,661.22	60,060.89
Other Non-certificated Salaries	2900	283,629.98	0.00	283,629.98	300,647.78	318,686.65
Total, Non-certificated Salaries		488,721.89	128,101.43	616,823.32	653,832.72	693,062.68
3. Employee Benefits						
STRS	3101-3102	836,276.83	163,848.24	1,000,125.07	1,060,132.57	1,123,740.53
PERS	3201-3202	0.00	0.00	0.00	-	-
OASDI / Medicare / Alternative	3301-3302	106,763.92	20,917.81	127,681.73	135,342.63	143,463.19
Health and Welfare Benefits	3401-3402	342,098.81	67,026.00	409,124.81	433,672.30	459,692.64
Unemployment Insurance	3501-3502	29,990.14	5,875.84	35,865.98	38,017.94	40,299.02
Workers' Compensation Insurance	3601-3602	54,467.73	10,671.64	65,139.37	69,047.73	73,190.60
OPEB, Allocated	3701-3702	0.00	0.00	0.00	-	-
OPEB, Active Employees	3751-3752	0.00	0.00	0.00	-	-
Other Employee Benefits	3901-3902	14,605.60	2,861.61	17,467.21	18,515.24	19,626.16
Total, Employee Benefits		1,384,203.03	271,201.14	1,655,404.17	1,754,728.42	1,860,012.13

Description	Object Code	FY 2023-2024			Totals for FY 2024-2025	Totals for FY 2025-2026
		Unrestricted	Restricted	Total		
4. Books and Supplies						
Approved Textbooks and Core Curricula Materials	4100	837,277.96	164,044.39	1,001,322.35	1,061,401.69	1,125,085.79
Books and Other Reference Materials	4200	0.00	0.00	0.00	-	-
Materials and Supplies	4300	52,445.19	0.00	52,445.19	55,591.90	58,927.42
Noncapitalized Equipment	4400	106,402.92	20,847.08	127,250.00	134,885.00	142,978.10
Food	4700	0.00	0.00	0.00	-	-
Total, Books and Supplies		996,126.07	184,891.47	1,181,017.54	1,251,878.59	1,326,991.31
5. Services and Other Operating Expenditures						
Subagreements for Services	5100	0.00	0.00	0.00	-	-
Travel and Conferences	5200	254,795.95	0.00	254,795.95	270,083.71	286,288.73
Dues and Memberships	5300	12,250.53	0.00	12,250.53	12,985.56	13,764.70
Insurance	5400	45,000.00	0.00	45,000.00	47,700.00	50,562.00
Operations and Housekeeping Services	5500	7,689.97	0.00	7,689.97	8,151.37	8,640.45
Rentals, Leases, Repairs, and Noncap. Improvements	5600	77,680.45	0.00	77,680.45	82,341.28	87,281.75
Transfers of Direct Costs	5700-5799	0.00	0.00	0.00	-	-
Professional/Consulting Services and Operating Expend.	5800	3,597,154.80	704,775.58	4,301,930.38	4,560,046.20	4,833,648.97
Communications	5900	155,412.38	0.00	155,412.38	164,737.12	174,621.35
Total, Services and Other Operating Expenditures		4,149,984.08	704,775.58	4,854,759.66	5,146,045.24	5,454,807.95
6. Capital Outlay (Obj. 6100-6170, 6200-6500 for mod. accr. basis only)						
Land and Land Improvements	6100-6170	0.00	0.00	0.00	0.00	0.00
Buildings and Improvements of Buildings	6200	0.00	0.00	0.00	0.00	0.00
Books and Media for New School Libraries or Major Expansion of School Libraries	6300	0.00	0.00	0.00	0.00	0.00
Equipment	6400	0.00	0.00	0.00	0.00	0.00
Equipment Replacement	6500	0.00	0.00	0.00	0.00	0.00
<i>Depreciation Expense (for accrual basis only)</i>	6900	0.00	0.00	0.00	0.00	0.00
Total, Capital Outlay		0.00	0.00	0.00	0.00	0.00
7. Other Outgo						
Tuition to Other Schools	7110-7143	0.00	0.00	0.00	0.00	0.00
Transfers of Pass-through Revenues to Other LEAs	7211-7213	0.00	0.00	0.00	0.00	0.00
Transfers of Apportionments to Other LEAs - Spec. Ed.	7221-7223SE	0.00	0.00	0.00	0.00	0.00
Transfers of Apportionments to Other LEAs - All Other	7221-7223AO	0.00	0.00	0.00	0.00	0.00
All Other Transfers	7280-7299	0.00	0.00	0.00	0.00	0.00
Transfers of Indirect Costs	7300-7399	0.00	0.00	0.00	0.00	0.00
Debt Service:						
Interest	7438	74,971.00	0.00	74,971.00	97,462.00	126,700.00
Principal (for modified accrual basis only)	7439	0.00	0.00	0.00		
Total, Other Outgo		74,971.00	0.00	74,971.00	97,462.00	126,700.00
8. TOTAL EXPENDITURES		11,627,735.80	2,306,601.37	13,934,337.17	14,788,390.14	15,699,083.83
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)		145,093.00	0.00	145,093.00	289,788.91	168,491.00

Description	Object Code	FY 2023-2024			Totals for FY 2024-2025	Totals for FY 2025-2026
		Unrestricted	Restricted	Total		
Description	Object Code	Unrestricted	Restricted	Total	Totals for FY 2024-2025	Totals for FY 2025-2026
D. OTHER FINANCING SOURCES / USES						
1. Other Sources	8930-8979	0.00	0.00	0.00		
2. Less: Other Uses	7630-7699	0.00	0.00	0.00		
3. Contributions Between Unrestricted and Restricted Accounts (must net to zero)	8980-8999	0.00	0.00	0.00		
4. TOTAL OTHER FINANCING SOURCES / USES		0.00	0.00	0.00	0.00	0.00
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)		145,093.00	0.00	145,093.00	289,788.91	168,491.00
F. FUND BALANCE, RESERVES						
1. Beginning Fund Balance						
a. As of July 1	9791	1,062,465.15	0.00	1,062,465.15	1,234,344.00	1,524,132.91
b. Adjustments/Restatements	9793, 9795	26,785.85	0.00	26,785.85		
c. Adjusted Beginning Balance		1,089,251.00	0.00	1,089,251.00	1,234,344.00	1,524,132.91
2. Ending Fund Balance, June 30 (E + F.1.c.)		1,234,344.00	0.00	1,234,344.00	1,524,132.91	1,692,623.92
Components of Ending Fund Balance:						
a. Nonspendable						
Revolving Cash (equals object 9130)	9711	0.00	0.00	0.00		
Stores (equals object 9320)	9712	0.00	0.00	0.00		
Prepaid Expenditures (equals object 9330)	9713	0.00	0.00	0.00		
All Others	9719	0.00	0.00	0.00		
b. Restricted	9740		0.00	0.00		
c. Committed						
Stabilization Arrangements	9750	0.00	0.00	0.00		
Other Commitments	9760	0.00	0.00	0.00		
d. Assigned						
Other Assignments	9780	0.00	0.00	0.00		
e. Unassigned/Unappropriated						
Reserve for Economic Uncertainties	9789	697,664.15	0.00	697,664.15	76,206.65	84,631.20
Unassigned/Unappropriated Amount	9790	536,679.85	0.00	536,679.85	1,447,926.27	1,607,992.72

LCFF CALCULATOR

136978	5 digit District code or 7 digit School code (from the CDS code)
NO	Is this calculation for a new charter school? (select from drop down list)
Charter	Projection Type
2/28/2024	Projection Date

LEA:	Elite Academic Academy - Mountain Empire
Projection Title:	FY 24 Second Interim Projection
Created by:	Adam Woodard
Email:	awoodard@eliteacademic.com
Phone:	866-354-8302 x735

	PY3	PY2	PY1	CY	CY1	CY2	CY3	CY4
Elite Academic Academy - Mountain Empire (136978)	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28

(1) UNIVERSAL ASSUMPTIONS

Supplemental Grant %	20.00%	20.00%	20.00%	20.00%	20.00%	20.00%	20.00%	20.00%
Concentration Grant (>55% population)	50.00%	65.00%	65.00%	65.00%	65.00%	65.00%	65.00%	65.00%
Statutory COLA & Augmentation/Suspension <i>(prefilled as calculated by the Department of Finance, DOF)</i>	0.00%	5.07%	13.26%	8.22%	3.94%	3.29%	3.19%	3.16%
Statutory COLA	2.31%	1.70%	6.56%	8.22%	3.94%	3.29%	3.19%	3.16%
Augmentation/(COLA Suspension)	-2.31%	3.37%	6.70%	0.00%	0.00%	0.00%	0.00%	0.00%
Base Grant Proration Factor (deficit)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Add-on, ERT & MSA Proration Factor	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Transitional Kindergarten Add-on (2022-23 forward)	\$ -	\$ -	\$ 2,813.00	\$ 3,044.23	\$ 3,164.17	\$ 3,268.27	\$ 3,372.53	\$ 3,479.10
EPA Entitlement as % of statewide adjusted Revenue Limit (P-2)	70.06785065%	73.31789035%	12.74780911%	44.55990366%	44.55990366%	44.55990366%	44.55990366%	44.55990366%
EPA Entitlement as % of statewide adjusted Revenue Limit (Annual)	82.74488538%	75.37156903%	12.74780911%	44.55990366%	44.55990366%	44.55990366%	44.55990366%	44.55990366%
Local EPA Accrual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Elite Academic Academy - Mountain Empire (136978)		2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
(2) CHARTER SCHOOL DATA ELEMENTS REQUIRED TO CALCULATE THE LCFF									
NEW CHARTER SCHOOLS		New Charter School Name: <input type="text"/>							
		Year that charter starts operation (select from drop down list): <input type="text" value="2022-23"/>							
(a) TRANSFER OF IN-LIEU PROPERTY TAX		Note: Charter schools should contact sponsoring district(s) for In-lieu estimate							
I-4	F-6 / F-7 In-Lieu of Property Tax	1,388,057	1,628,624	2,119,002	2,219,627	2,352,804	2,493,972	2,643,611	2,802,227
(b) UNDUPLICATED PUPIL PERCENTAGE (UPP)									
A-1.2, A-2.2, A-3.2	Enrollment (second prior year)	282	323						
A-1.1, A-2.1, A-3.1	Enrollment (first prior year)	323	614						
A-1, A-2, A-3	Enrollment	614	675	817	834	884	937	993	1053
B-1.2, B-2.2, B-3.2	Unduplicated Pupil Count (second prior year)	121	117						
B-1.1, B-2.1, B-3.1	Unduplicated Pupil Count (first prior year)	117	247						
B-1, B-2, B-3	Unduplicated Pupil Count	247	281	339	355	376	399	423	448
		<i>3-yr rolling percentage</i>	<i>3-yr rolling percentage</i>	<i>3-yr rolling percentage</i>	<i>3-yr rolling percentage</i>	<i>3-yr rolling percentage</i>	<i>3-yr rolling percentage</i>	<i>3-yr rolling percentage</i>	<i>3-yr rolling percentage</i>
	Single Year Unduplicated Pupil Percentage	40.23%	41.63%	41.49%	42.60%	42.60%	42.60%	42.60%	42.60%
C-1	Unduplicated Pupil Percentage (%)	39.79%	40.01%	41.17%	41.93%	42.24%	42.60%	42.60%	42.60%
(c) CONCENTRATION GRANT FUNDING LIMITATION: District of Physical Location									
Enter the unduplicated pupil percentage (UPP) of the district where the charter school is physically located. If the charter school has a physical location within the boundaries of more than one district, enter the highest district UPP of all locations.									
D-3	Unduplicated Pupil Percentage (%)	68.19%	67.78%	66.00%	66.00%	66.00%	66.00%	66.00%	66.00%
	Unduplicated Pupil Percentage: Supplemental Grant	39.79%	40.01%	41.17%	41.93%	42.24%	42.60%	42.60%	42.60%
	Unduplicated Pupil Percentage: Concentration Grant	39.79%	40.01%	41.17%	41.93%	42.24%	42.60%	42.60%	42.60%
(d) AVERAGE DAILY ATTENDANCE (ADA)									
ADA used for the Transitional Kindergarten Add-on ONLY :									
G-4	TK (NEW beginning 2022-23)	-	-	38.50	20.18	21.39	22.67	24.03	25.48
ADA used for Base, Supplemental and Concentration Grant Calculations: Enter P2 Data - Note: Charter School ADA is always funded on current year									
B-1	Grades TK-3	182.18	233.07	294.74	277.22	293.85	311.48	330.17	349.98
B-2	Grades 4-6	139.60	162.06	201.65	202.05	214.17	227.02	240.64	255.08
B-3	Grades 7-8	95.05	100.45	118.40	133.32	141.32	149.80	158.79	168.31
B-4	Grades 9-12	260.39	225.65	314.87	336.09	356.26	377.63	400.29	424.31
	SUBTOTAL ADA	677.22	721.23	929.66	948.68	1,005.60	1,065.94	1,129.89	1,197.69
	RATIO: ADA to Enrollment	1.10	1.07	1.14	1.14	1.14	1.14	1.14	1.14
(e) OTHER LCFF ADJUSTMENTS									
Miscellaneous Adjustments (line H-2), include adjustments for audit penalties and special legislation. Adjustments can be positive or negative.									
Minimum State Aid Adjustments (Line J-5), captures adjustments for audit penalties and special legislation. Adjustments can be positive or negative.									
H-2	Miscellaneous Adjustments	\$ -	\$ -	\$ -					
J-5	Minimum State Aid Adjustments	\$ -	\$ -	\$ -					

Elite Academic Academy - Mountain Empire (136978) - FY 24 Second Interim Projection v.24.2c							PY3	v.24.2c	2/28/2024	PY2		
LOCAL CONTROL FUNDING FORMULA							2020-21	2021-22				
LCFF ENTITLEMENT CALCULATION												
Calculation Factors	COLA & Augmentation		Base Grant Proration		Unduplicated Pupil Percentage							
	0.00%		0.00%		39.79%		39.79%					
	Current						Current					
	ADA	Base	Grade Span	Supplemental	Concentration	Total	ADA	Base	Grade Span	Supplemental	Concentration	Total
Grades TK-3	182.18	\$ 7,702	\$ 801	\$ 677	\$ -	\$ 1,672,353	233.07	\$ 8,093	\$ 842	\$ 715	\$ -	\$ 2,249,120
Grades 4-6	139.60	7,818		622	-	1,178,246	162.06	8,215		657	-	1,437,855
Grades 7-8	95.05	8,050		641	-	826,044	100.45	8,458		677	-	917,591
Grades 9-12	260.39	9,329	243	762	-	2,690,802	225.65	9,802	255	805	-	2,450,956
Subtract Necessary Small School ADA and Funding	-	-	-	-	-	-	-	-	-	-	-	-
Total Base, Supplemental, and Concentration Grant		\$ 5,688,874	\$ 209,202	\$ 469,369	\$ -	\$ 6,367,445		\$ 6,278,986	\$ 253,785	\$ 522,751	\$ -	\$ 7,055,522
NSS Allowance		-	-	-	-	-		-	-	-	-	-
TOTAL BASE	677.22	\$ 5,688,874	\$ 209,202	\$ 469,369	\$ -	\$ 6,367,445	721.23	\$ 6,278,986	\$ 253,785	\$ 522,751	\$ -	\$ 7,055,522
ADD ONS:												
Targeted Instructional Improvement Block Grant						\$ -						\$ -
Home-to-School Transportation (COLA added commencing 2023-24)						-						-
Small School District Bus Replacement Program (COLA added commencing 2023-24)						-						-
Transitional Kindergarten (Commencing 2022-23)	TK ADA	-	TK Add-on rate	\$ -		-	TK ADA	-	TK Add-on rate	\$ -		-
ECONOMIC RECOVERY TARGET PAYMENT						-						-
LCFF Entitlement Before Adjustments						\$ 6,367,445						\$ 7,055,522
Miscellaneous Adjustments						-						-
ADJUSTED LCFF ENTITLEMENT						\$ 6,367,445						\$ 7,055,522
Local Revenue (including RDA)						(1,388,057)						(1,628,624)
Gross State Aid						\$ 4,979,388						\$ 5,426,898
Education Protection Account Entitlement						(135,444)						(144,246)
Net State Aid						\$ 4,843,944						\$ 5,282,652
MINIMUM STATE AID CALCULATION												
			12-13 Rate	2020-21 ADA		N/A		12-13 Rate	2021-22 ADA			N/A
2012-13 RL/Charter Gen BG adjusted for ADA			\$ -	677.22		\$ -		\$ -	721.23			\$ -
2012-13 NSS Allowance (deficited)			\$ -			-		\$ -				-
Minimum State Aid Adjustments						-						-
Less Current Year Property Taxes/In-Lieu						(1,388,057)						(1,628,624)
Less Education Protection Account Entitlement						(135,444)						(144,246)
Subtotal State Aid for Historical RL/Charter General BG						\$ -						\$ -
Categorical Minimum State Aid						-						-
Charter School Categorical Block Grant adjusted for ADA						-						-
Minimum State Aid Guarantee Before Proration Factor						\$ -						\$ -
Proration Factor												0.00%
Minimum State Aid Guarantee						\$ -						\$ -
CHARTER SCHOOL MINIMUM STATE AID OFFSET												
LCFF Entitlement						6,367,445						7,055,522
Minimum State Aid plus Property Taxes including RDA						1,388,057						1,628,624
Offset						-						-
Minimum State Aid Prior to Offset						-						-
Total Minimum State Aid with Offset						-						-
State Aid Before Additional State Aid						\$ 4,843,944						\$ 5,282,652
ADDITIONAL STATE AID						\$ -						\$ -
LCFF State Aid, Adjusted for Minimum State Aid Guarantee						\$ 4,843,944						\$ 5,282,652
LCFF Entitlement (before COE transfer, Choice & Charter Supplemental)						\$ 6,367,445						\$ 7,055,522
Change Over Prior Year								10.81%	688,077			9,783
LCFF Entitlement Per ADA						\$ 9,402		4.05%	381			-
Per-ADA Change Over Prior Year												-
Basic Aid Status (school districts only)												-
LCFF SOURCES INCLUDING EXCESS TAXES												
						2020-21		Increase				2021-22
State Aid						\$ 4,843,944		9.06%	438,708			\$ 5,282,652
Education Protection Account						135,444						144,246
Property Taxes Net of In-Lieu Transfers						-		0.00%	-			-
Charter In-Lieu Taxes						1,388,057		17.33%	240,567			1,628,624
Total LCFF (Excludes Basic Aid Choice and Basic Aid Supplemental Funding)						\$ 6,367,445		10.67%	679,275			\$ 7,055,522

Elite Academic Academy - Mountain Empire (136978) - FY 24 Second Interim Projection v.24.2c						PY1	v.24.2c	2/28/2024	CY			
LOCAL CONTROL FUNDING FORMULA						2022-23	2023-24					
LCFF ENTITLEMENT CALCULATION												
Calculation Factors	COLA & Augmentation		Base Grant Proration	Unduplicated Pupil Percentage								
	13.26%		0.00%	41.17%	41.17%	8.22%	0.00%	41.93%	41.93%			
	Current ADA	Base	Grade Span	Supplemental	Concentration	Total	Current ADA	Base	Grade Span	Supplemental	Concentration	Total
Grades TK-3	294.74	\$ 9,166	\$ 953	\$ 833	-	\$ 3,228,051	277.22	\$ 9,919	\$ 1,032	\$ 918	-	\$ 3,290,421
Grades 4-6	201.65	9,304		766	-	2,030,634	202.05	10,069		844	-	2,205,049
Grades 7-8	118.40	9,580		789	-	1,227,668	133.32	10,367		869	-	1,498,033
Grades 9-12	314.87	11,102	289	938	-	3,882,012	336.09	12,015	312	1,034	-	4,490,411
Subtract Necessary Small School ADA and Funding	-	-	-	-	-	-	-	-	-	-	-	-
Total Base, Supplemental, and Concentration Grant		\$ 9,207,698	\$ 371,884	\$ 788,783	\$ -	\$ 10,368,365		\$ 10,204,435	\$ 390,951	\$ 888,528	\$ -	\$ 11,483,914
NSS Allowance		-	-	-	-	-		-	-	-	-	-
TOTAL BASE	929.66	\$ 9,207,698	\$ 371,884	\$ 788,783	\$ -	\$ 10,368,365	948.68	\$ 10,204,435	\$ 390,951	\$ 888,528	\$ -	\$ 11,483,914
ADD ONS:												
Targeted Instructional Improvement Block Grant						\$ -						\$ -
Home-to-School Transportation (COLA added commencing 2023-24)						-						-
Small School District Bus Replacement Program (COLA added commencing 2023-24)						-						-
Transitional Kindergarten (Commencing 2022-23)	TK ADA	38.50	TK Add-on rate	\$ 2,813.00		108,301	TK ADA	20.18	TK Add-on rate	\$ 3,044.23		61,433
ECONOMIC RECOVERY TARGET PAYMENT						-						-
LCFF Entitlement Before Adjustments						\$ 10,476,666						\$ 11,545,347
Miscellaneous Adjustments						-						-
ADJUSTED LCFF ENTITLEMENT						\$ 10,476,666						\$ 11,545,347
Local Revenue (including RDA)						(2,119,002)						(2,219,627)
Gross State Aid						\$ 8,357,664						\$ 9,325,720
Education Protection Account Entitlement						(185,932)						(189,736)
Net State Aid						\$ 8,171,732						\$ 9,135,984
MINIMUM STATE AID CALCULATION												
			12-13 Rate	2022-23 ADA		N/A		12-13 Rate	2023-24 ADA			N/A
2012-13 RL/Charter Gen BG adjusted for ADA			\$ -	929.66		\$ -		\$ -	948.68			\$ -
2012-13 NSS Allowance (deficit)			\$ -	-		-		\$ -	-			-
Minimum State Aid Adjustments						-						-
Less Current Year Property Taxes/In-Lieu						(2,119,002)						(2,219,627)
Less Education Protection Account Entitlement						(185,932)						(189,736)
Subtotal State Aid for Historical RL/Charter General BG						\$ -						\$ -
Categorical Minimum State Aid						-						-
Charter School Categorical Block Grant adjusted for ADA						-						-
Minimum State Aid Guarantee Before Proration Factor						\$ -						\$ -
Proration Factor						0.00%						0.00%
Minimum State Aid Guarantee						\$ -						\$ -
CHARTER SCHOOL MINIMUM STATE AID OFFSET												
LCFF Entitlement						10,368,365						11,483,914
Minimum State Aid plus Property Taxes including RDA						2,119,002						2,219,627
Offset						-						-
Minimum State Aid Prior to Offset						-						-
Total Minimum State Aid with Offset						-						-
State Aid Before Additional State Aid						\$ 8,171,732						\$ 9,135,984
ADDITIONAL STATE AID						\$ -						\$ -
LCFF State Aid, Adjusted for Minimum State Aid Guarantee						\$ 8,171,732						\$ 9,135,984
LCFF Entitlement (before COE transfer, Choice & Charter Supplemental)						\$ 10,476,666						\$ 11,545,347
Change Over Prior Year			48.49%	3,421,144				10.20%	1,068,681			
LCFF Entitlement Per ADA						11,269						12,170
Per-ADA Change Over Prior Year			15.19%	1,486				8.00%	901			
Basic Aid Status (school districts only)						-						-
LCFF SOURCES INCLUDING EXCESS TAXES												
			Increase	2022-23				Increase	2023-24			
State Aid		54.69%	2,889,080	\$ 8,171,732			11.80%	964,252	\$ 9,135,984			
Education Protection Account				185,932					189,736			
Property Taxes Net of In-Lieu Transfers		0.00%	-	-			0.00%	-	-			
Charter In-Lieu Taxes		30.11%	490,378	2,119,002			4.75%	100,625	2,219,627			
Total LCFF (Excludes Basic Aid Choice and Basic Aid Supplemental Funding)		47.90%	3,379,458	\$ 10,476,666			10.16%	1,064,877	\$ 11,545,347			

Elite Academic Academy - Mountain Empire (136978) - FY 24 Seconnection 2/28/24

EDUCATION PROTECTION ACCOUNT											
Certification Period:	Annual 2020-21	P2 2021-22	Est. Annual 2021-22	Estimated P-2 2022-23	Est. Annual 2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	
EDUCATION PROTECTION ACCOUNT (EPA) MINIMUM ENTITLEMENT											
A-1 Total ADA for EPA Minimum	677.22	721.23	721.23	929.66	929.66	948.68	1,005.60	1,065.94	1,129.89	1,197.69	
A-2 Minimum Funding per ADA	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	
A-3 EPA Minimum Funding (A-1 * A-2)	\$ 135,444	\$ 144,246	\$ 144,246	\$ 185,932	\$ 185,932	\$ 189,736	\$ 201,120	\$ 213,187	\$ 225,979	\$ 239,537	
EPA PROPORTIONATE SHARE CAP											
B1,B4 2012-13 Deficited Base RL/Charter Rate (adjusted for COLA eff. 21/22)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
B2, B5 Current Year Funded ADA, excluding NSS	677.22		721.23	929.66	929.66	948.68	1,005.60	1,065.94	1,129.89	1,197.69	
B-7 2012-13 Deficited Other Revenue Limit per ADA (adjusted for COLA eff. 21/22)	-		-	-	-	-	-	-	-	-	
B-8 Current Year Funded ADA, including NSS	677.22		721.23	929.66	929.66	948.68	1,005.60	1,065.94	1,129.89	1,197.69	
Adjusted Total Revenue Limit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
B-10 Current Year Adjusted NSS Allowance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
B-12 Adjusted Revenue Limit/Adjusted General Purpose Funding for EPA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
B-13 Local Revenue/In-Lieu of Property Taxes	\$ 1,388,057	\$ 1,629,122	\$ 1,628,624	\$ 2,119,002	\$ 2,119,002	\$ 2,219,627	\$ 2,352,804	\$ 2,493,972	\$ 2,643,611	\$ 2,802,227	
B-14 EPA Proportionate Share Cap (B-12 - B-13; If less than 0, B-14 = 0)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
EPA PROPORTIONATE SHARE											
C-1 Adjusted Revenue Limit/Adjusted General Purpose Funding for EPA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
C-2 Statewide EPA Proportionate Share Ratio (as of P-2 certification)		73.31789035%		12.74780911%		44.55990366%	44.55990366%	44.55990366%	44.55990366%	44.55990366%	
C-3 EPA Proportionate Share (C-1 * C-2)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
EPA ENTITLEMENT											
D-1 EPA Entitlement (If C-3 < B-14, then C-3; else B-14); (If C-3 and B-14 < A-3, then A-3)	\$ 135,444	\$ 144,246	\$ 144,246	\$ 185,932	\$ 185,932	\$ 189,736	\$ 201,120	\$ 213,187	\$ 225,979	\$ 239,537	
D-2 Miscellaneous Adjustments**	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
D-3 Adjusted EPA Entitlement (D-1 + D-2)	135,444	144,246	144,246	185,932	185,932	189,736	201,120	213,187	225,979	239,537	
D-4 Prior Year Annual Adjustment	-	\$ -	-	\$ -	-	-	-	-	-	-	
D-5 P2 Entitlement Net of PY Adjustment	135,444	\$ 144,246	144,246	\$ 185,932	185,932	189,736	201,120	213,187	225,979	239,537	
C-2 Statewide EPA Proportionate Share Ratio (as of Annual certification)	82.74488538%	75.37156903%	75.37156903%	12.74780911%	12.74780911%	44.55990366%	44.55990366%	44.55990366%	44.55990366%	44.55990366%	
Adjusted EPA Allocation (used to calculate LCFF Revenue)	\$ -	\$ 144,246	\$ -	\$ 185,932	\$ -	\$ 189,736	\$ 201,120	\$ 213,187	\$ 225,979	\$ 239,537	

**A miscellaneous adjustment increases EPA State Aid (object 8012) funding in lieu of isop an LEA when it is overpaid. EPA State Aid offsets LCFF State Aid (object 8011). It is calculated a single time at P2

Elite Academic Academy - Mountain Empire (136978) - FY 24 Second Interim Projection		2/28/2024							
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	
SUMMARY OF FUNDING									
General Assumptions									
COLA & Augmentation	0.00%	5.07%	13.26%	8.22%	3.94%	3.29%	3.19%	3.16%	
Base Grant Proration Factor	-	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
Add-on, ERT & MSA Proration Factor	-	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	
LCFF Entitlement									
Base Grant	\$5,688,874	\$6,278,986	\$9,207,698	\$10,204,435	\$11,242,792	\$12,309,285	\$13,464,011	\$14,722,815	
Grade Span Adjustment	209,202	253,785	371,884	390,951	430,794	471,320	515,888	564,108	
Supplemental Grant	469,369	522,751	788,783	888,528	986,185	1,088,907	1,191,087	1,302,446	
Concentration Grant	-	-	-	-	-	-	-	-	
Add-ons: Targeted Instructional Improvement Block Grant	-	-	-	-	-	-	-	-	
Add-ons: Home-to-School Transportation	-	-	-	-	-	-	-	-	
Add-ons: Small School District Bus Replacement Program	-	-	-	-	-	-	-	-	
Add-ons: Transitional Kindergarten	-	-	108,301	61,433	67,684	74,106	81,058	88,636	
Total LCFF Entitlement Before Adjustments, ERT & Additional State Aid	\$6,367,445	\$7,055,522	\$10,476,666	\$11,545,347	\$12,727,455	\$13,943,618	\$15,252,044	\$16,678,005	
Miscellaneous Adjustments	-	-	-	-	-	-	-	-	
Economic Recovery Target	-	-	-	-	-	-	-	-	
Additional State Aid	-	-	-	-	-	-	-	-	
Total LCFF Entitlement	6,367,445	7,055,522	10,476,666	11,545,347	12,727,455	13,943,618	15,252,044	16,678,005	
LCFF Entitlement Per ADA	\$ 9,402	\$ 9,783	\$ 11,269	\$ 12,170	\$ 12,657	\$ 13,081	\$ 13,499	\$ 13,925	
Components of LCFF By Object Code									
State Aid (Object Code 8011)	\$ 4,843,944	\$ 5,282,652	\$ 8,171,732	\$ 9,135,984	\$ 10,173,531	\$ 11,236,458	\$ 12,382,454	\$ 13,636,241	
EPA (for LCFF Calculation - Resource 1400 / Object Code 8012)	\$ 135,444	\$ 144,246	\$ 185,932	\$ 189,736	\$ 201,120	\$ 213,187	\$ 225,979	\$ 239,537	
<i>Local Revenue Sources:</i>									
Property Taxes (Object 8021 to 8089)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
In-Lieu of Property Taxes (Object Code 8096)	\$ 1,388,057	\$ 1,628,624	\$ 2,119,002	\$ 2,219,627	\$ 2,352,804	\$ 2,493,972	\$ 2,643,611	\$ 2,802,227	
<i>Property Taxes net of In-Lieu</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL FUNDING	6,367,445	7,055,522	10,476,666	11,545,347	12,727,455	13,943,618	15,252,043	16,678,006	
Basic Aid Status	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Excess Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
EPA in Excess to LCFF Funding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total LCFF Entitlement	6,367,445	7,055,522	10,476,666	11,545,347	12,727,455	13,943,618	15,252,043	16,678,006	
SUMMARY OF EPA									
% of Adjusted Revenue Limit - Annual	82.74488538%	75.37156903%	12.74780911%	44.55990366%	44.55990366%	44.55990366%	44.55990366%	44.55990366%	
% of Adjusted Revenue Limit - P-2	70.06785065%	73.31789035%	12.74780911%	44.55990366%	44.55990366%	44.55990366%	44.55990366%	44.55990366%	
EPA (for LCFF Calculation purposes)	\$ 135,444	\$ 144,246	\$ 185,932	\$ 189,736	\$ 201,120	\$ 213,187	\$ 225,979	\$ 239,537	
EPA, Current Year (Object Code 8012) (P-2 plus Current Year Accrual)	\$ 135,444	\$ 144,246	\$ 185,932	\$ 189,736	\$ 201,120	\$ 213,187	\$ 225,979	\$ 239,537	
EPA, Prior Year Adjustment (Object Code 8019) (P-A less Prior Year Accrual)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Accrual (from Data Entry tab)	-	-	-	-	-	-	-	-	
LCAP PERCENTAGE TO INCREASE OR IMPROVE SERVICES									
Base Grant (Excludes add-ons for TIIG and Transportation)	\$ 5,898,076	\$ 6,532,771	\$ 9,579,582	\$ 10,595,386	\$ 11,673,586	\$ 12,780,605	\$ 13,979,899	\$ 15,286,923	
Supplemental and Concentration Grant funding in the LCAP year	\$ 469,369	\$ 522,751	\$ 788,783	\$ 888,528	\$ 986,185	\$ 1,088,907	\$ 1,191,087	\$ 1,302,446	
Percentage to Increase or Improve Services	7.96%	8.00%	8.23%	8.39%	8.45%	8.52%	8.52%	8.52%	

Elite Academic Academy - Mountain Empire (156978) - FY 24 Second Interim Projection		2/28/2024						
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
SUMMARY OF STUDENT POPULATION								
Unduplicated Pupil Population								
Enrollment	614	675	817	834	884	937	993	1,053
COE Enrollment	-	-	-	-	-	-	-	-
Total Enrollment	614	675	817	834	884	937	993	1,053
Unduplicated Pupil Count	247	281	339	355	376	399	423	448
COE Unduplicated Pupil Count	-	-	-	-	-	-	-	-
Total Unduplicated Pupil Count	247	281	339	355	376	399	423	448
Rolling %, Supplemental Grant	39.7900%	40.0100%	41.1700%	41.9300%	42.2400%	42.6000%	42.6000%	42.6000%
Rolling %, Concentration Grant	39.7900%	40.0100%	41.1700%	41.9300%	42.2400%	42.6000%	42.6000%	42.6000%

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Elite Academic Academy - Mountain Empire (136978) - FY 24 Second Interim Projection												
2	NECESSARY SMALL SCHOOLS (NSS)												
3	<i>The calculator is constructed to include all ADA for purposes of calculating the Base, Grade Span adjustment, Supplemental and Concentration grants.</i>												
4	<i>The ADA funded under NSS is returned to the calculator as a negative number to allow display of total LCFF-funded ADA. Similarly, the base grant and grade span adjustment grants generated by NSS ADA are returned as negative numbers. The NSS Allowance replaces the base and grade span and is returned as a positive amount. Supplemental and Concentration grants are not affected by this calculation.</i>												
5													
6	SECTION 1: DATA NEEDED TO CALCULATE FUNDING												
99	2020-21												
100	Funded P2 NSS ADA and NSS Allowances						NSS 1	NSS 2	NSS 3	NSS 4	NSS 5	TOTAL	
101	Best funding option calculated is:						LCFF	LCFF	LCFF	LCFF	LCFF		
102	Selected funding method:						LCFF	LCFF	LCFF	LCFF	LCFF		
103	NSS Allowance												
104	Third Prior Year		2017-18										
105	NSS ADA												
106	Grades TK-3		-	-	-	-	-	-	-	-	-	-	
107	Grades 4-6		-	-	-	-	-	-	-	-	-	-	
108	Grades 7-8		-	-	-	-	-	-	-	-	-	-	
109	Grades 9-12		-	-	-	-	-	-	-	-	-	-	
110	P2 NSS ADA												
111	Second Prior Year		2018-19										
112	NSS ADA												
113	Grades TK-3		-	-	-	-	-	-	-	-	-	-	
114	Grades 4-6		-	-	-	-	-	-	-	-	-	-	
115	Grades 7-8		-	-	-	-	-	-	-	-	-	-	
116	Grades 9-12		-	-	-	-	-	-	-	-	-	-	
117	P2 NSS ADA												
118	Prior Year		2019-20										
119	NSS ADA												
120	Grades TK-3		-	-	-	-	-	-	-	-	-	-	
121	Grades 4-6		-	-	-	-	-	-	-	-	-	-	
122	Grades 7-8		-	-	-	-	-	-	-	-	-	-	
123	Grades 9-12		-	-	-	-	-	-	-	-	-	-	
124	P2 NSS ADA												
125	NSS Allowances												
126	Current Year		2020-21										
127	NSS ADA												
128	Grades TK-3		-	-	-	-	-	-	-	-	-	-	
129	Grades 4-6		-	-	-	-	-	-	-	-	-	-	
130	Grades 7-8		-	-	-	-	-	-	-	-	-	-	
131	Grades 9-12		-	-	-	-	-	-	-	-	-	-	
132	P2 NSS ADA												
133	NSS Allowances												
134	Funded NSS allowance Level												
135	NSS ADA												
136	Grades TK-3		-	-	-	-	-	-	-	-	-	-	
137	Grades 4-6		-	-	-	-	-	-	-	-	-	-	
138	Grades 7-8		-	-	-	-	-	-	-	-	-	-	
139	Grades 9-12		-	-	-	-	-	-	-	-	-	-	
140	P2 NSS ADA												
141	NSS Allowances												
142													
143	<i>Funding based on</i>											<i>Current year</i>	
144	TOTAL Funded ADA											0	
145	Total NSS Allowance											-	
146	Exclude: LCFF Adjusted Base Funding for NSS ADA						Rates		Amounts		Total		
147						NSS ADA	Base	Grade Span	Base	Grade Span			
148	Grades TK-3					-	7,702	801	-	-			
149	Grades 4-6					-	7,818	-	-	-			
150	Grades 7-8					-	8,050	-	-	-			
151	Grades 9-12					-	9,329	243	-	-			
152	Total Exclusion: LCFF Adjusted Base Funding for NSS ADA												
153	Adjusted NSS Allowance (Deficited) for EPA												
154	Funding at 12-13 levels (deficited)												
155	NSS Allowances												
156	NSS Add-on												
157	NSS Add-on per ADA												
158	Funded ADA												
159	NSS Add-on												
160	TOTAL Adjusted NSS Allowance (Deficited) for EPA												
161													
162													
163													

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Elite Academic Academy - Mountain Empire (136978) - FY 24 Second Interim Projection												
2	NECESSARY SMALL SCHOOLS (NSS)												
3	The calculator is constructed to include all ADA for purposes of calculating the Base, Grade Span adjustment, Supplemental and Concentration grants.												
4	The ADA funded under NSS is returned to the calculator as a negative number to allow display of total LCFF-funded ADA. Similarly, the base grant and grade span adjustment grants generated by NSS ADA are returned as negative numbers. The NSS Allowance replaces the base and grade span and is returned as a positive amount. Supplemental and Concentration grants are not affected by this calculation.												
5													
6	SECTION 1: DATA NEEDED TO CALCULATE FUNDING												
164	RATES 2021-22												
165	ADA	Level / # FTE	Allowance	12/13 deficated rate									
166	Elementary												
167	1 - 24	1	172,200	131,300									
168	25 - 48	2	344,400	262,600									
169	49 - 72	3	516,600	393,900									
170	73 - 96	4	688,800	525,200									
171	High School												
172	1 - 19	1	139,795	106,575									
173	1 - 19	2	279,590	213,150									
174	1 - 19	3	621,060	473,400									
175	20 - 38	4	760,855	579,975									
176	39 - 57	5	900,650	686,550									
177	58 - 71	6	1,040,445	793,125									
178	72 - 86	7	1,180,240	899,700									
179	87 - 100	8	1,320,035	1,006,275									
180	101 - 114	9	1,459,830	1,112,850									
181	115 - 129	10	1,599,625	1,219,425									
182	130 - 143	11	1,739,420	1,326,000									
183	144 - 171	12	1,879,215	1,432,575									
184	172 - 210	13	2,019,010	1,539,150									
185	211 - 248	14	2,158,805	1,645,725									
186	249 - 286	15	2,298,600	1,752,300									
187													
188	NSS Add-on per ADA			-	-								

The elementary NSS allowance is based on a combination of ADA and the number of full-time teachers (EC 42282). For High Schools, NSS will use the allowance based on only the ADA or the allowance based only on the number of certificated employees, whichever provides the lesser amount (EC 42284). The allowance amounts shown in the tables reflect COLA & Augmentation.

Statutory COLA 2020-21 2.31%
 Funded COLA 2021-22 2.70%
 Proration Factor 0.00%

LCFF Rates per ADA

	Base	Gr Span	Supp	Concen
Grades TK-3	8,093	842	715	-
Grades 4-6	8,215	-	657	-
Grades 7-8	8,458	-	677	-
Grades 9-12	9,802	255	805	-

Elite Academic Academy - Mountain Empire (136978) - FY 24 Second Interim Projection

Charts and Graphs

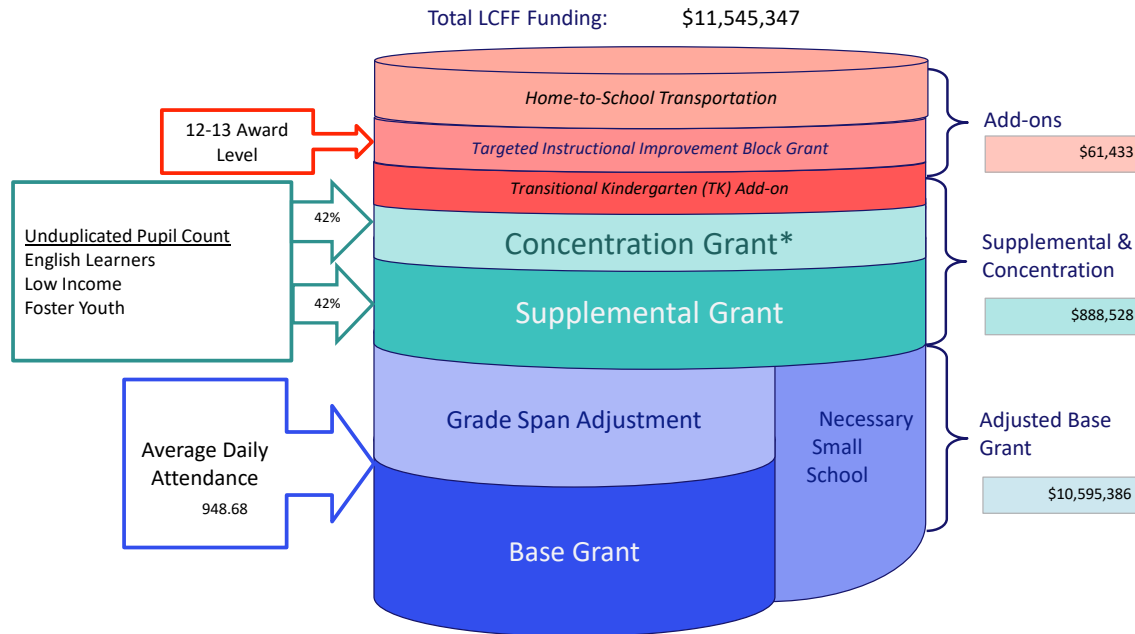
Charts and graphs provided on this tab represent one computational methodology and are not intended to set or communicate any standards of the California Department of Education (CDE) or the Fiscal Crisis and Management Assistance Team (FCMAT). The Graphs tab remains unprotected to allow editing for local standards.

2023-24

Change the fiscal year here to update all of the charts and graphics on this page that only display one fiscal year.

Components of LCFF Entitlement

	2023-24		
Base Grant	\$ 10,204,435		948.68 ADA
Grade Span Adjustment	\$ 390,951		\$ 10,595,386 Adjusted Base Grant
Supplemental Grant	\$ 888,528	42%	
Concentration Grant	\$ -	42%	\$ 888,528 Supplemental & Concentration
Add-ons: Targeted Instructional Improvement Block Grant	\$ -		
Add-ons: Home-to-School Transportation	\$ -		
Add-ons: Small School District Bus Replacement Program	\$ -		\$ 61,433 Add-ons
Add-ons: Transitional Kindergarten	\$ 61,433		
Total	\$ 11,545,347		\$ 11,545,347

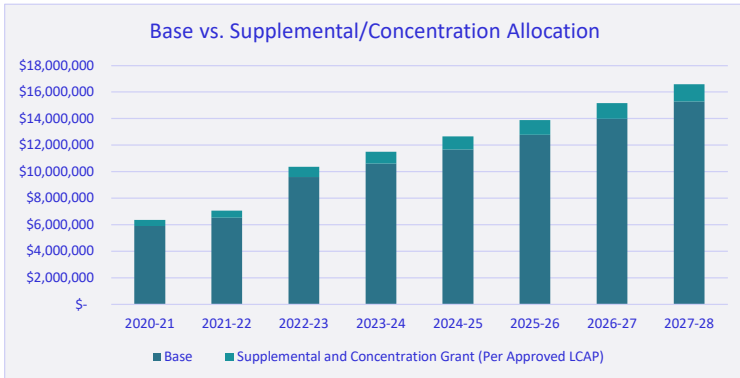


*Unduplicated Pupil Percentage must be above 55% to receive Concentration Grant funding

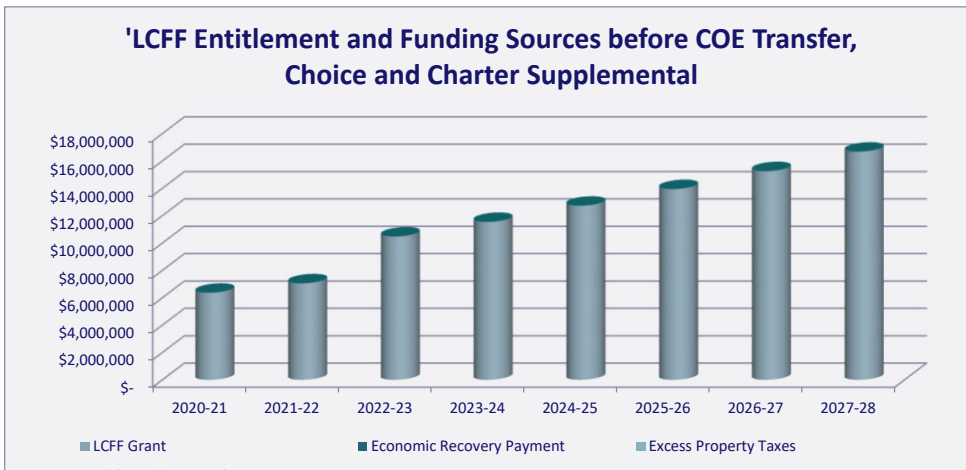
Elite Academic Academy - Mountain Empire (136978) - FY 24 Second Interim Projection

Charts and Graphs

Minimum Proportionality Analysis									
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	
Base	\$ 5,898,076	\$ 6,532,771	\$ 9,579,582	\$ 10,595,386	\$ 11,673,586	\$ 12,780,605	\$ 13,979,899	\$ 15,286,923	
Supplemental and Concentration Grant (Per Approved LCAP)	469,369	522,751	788,783	888,528	986,185	1,088,907	1,191,087	1,302,446	
Total	\$ 6,367,445	\$ 7,055,522	\$ 10,476,666	\$ 11,545,347	\$ 12,727,455	\$ 13,943,618	\$ 15,252,044	\$ 16,678,005	



Funding Sources									
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	
Excess Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Additional State Aid to meet Minimum	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EPA in Excess to LCFF	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Economic Recovery Payment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
LCFF Grant	\$ 6,367,445	\$ 7,055,522	\$ 10,476,666	\$ 11,545,347	\$ 12,727,455	\$ 13,943,618	\$ 15,252,044	\$ 16,678,005	
Total General Purpose Funding	\$ 6,367,445	\$ 7,055,522	\$ 10,476,666	\$ 11,545,347	\$ 12,727,455	\$ 13,943,618	\$ 15,252,044	\$ 16,678,005	



2024 Career Technical Education Incentive Grant (CTEIG) Annual Expenditure Report

California Department of Education - December 2023

Spending Amounts

Reviewed By:
CDE Use Only

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.

LEA Name: Elite Academic Academy Mountain Empire		CDS Code: 37 68213 0136978					
Table A		Final Report					
Object Code	Object Code Title	2021-22 (1:2) All CTEIG Expenditures	2021-22 (1:2) LEA Match (Actual)	2022-23 (1:2) All CTEIG Expenditures	2022-23 (1:2) LEA Match (Actual)	Total CTEIG Expenditures	Total LEA Match (Actual)
1000	Certified Personnel Salaries	\$44,979.49	\$89,958.98	\$156,880.87	\$313,761.76	\$201,860.36	\$403,720.74
2000	Classified Personnel Salaries	\$15,777.05	\$31,554.10	\$11,745.02	\$23,490.03	\$27,522.07	\$55,044.13
3000	Employee Benefits	\$13,997.06	\$27,994.11	\$41,297.48	\$82,594.96	\$55,294.54	\$110,589.07
4000	Books and Supplies	\$601.77	\$1,203.55	\$31,377.87	\$62,755.73	\$31,979.64	\$63,959.28
5000	Services and Other Operating	\$14,582.63	\$29,165.26	\$90,811.76	\$181,623.52	\$105,394.39	\$210,788.78
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
	Totals	\$89,938.00	\$179,876.00	\$332,113.00	\$664,226.00	\$422,051.00	\$844,102.00

Table 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)
Final Report	2021-22	1:2	\$89,938.00	\$80,944.20	\$89,938.00	\$0.00	\$179,876.00	\$179,876.00

	2022-23	1:2	\$332,113.00	\$298,901.70	\$332,113.00	\$0.00	\$664,226.00	\$664,226.00
	Totals		\$422,051.00		\$422,051.00	\$0.00	\$844,102.00	\$844,102.00

* if negative number, match wasn't met

[CDE USE - Enter
Reviewer Name]

LEA Matching Funds Status*
\$0.00

\$0.00
\$0.00

2024 Career Technical Education Incentive Grant (CTEIG)

California Department of Education - December 2023

Spending Narrative Example

Instructions: Give a narrative description of the spending of your

When describing expenditures of your match include resources (r

Object Code - Title	2021-22 CTEIG Expenditures Narrative FINAL REPORT
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.
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).

2021-22 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

2021-22. Demonstrate a clear plan for spending down
professional development activities.

2024 Career Technical Education Incentive Grant (CTEIG)

California Department of Education - December 2023

Spending Narrative - FY 2021-22

Object Code - Title	2021-22 CTEIG Expenditures Narrative FINAL REPORT
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
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 10% of CTEIG award for the remaining 10% that includes timelines, proposed purchases, and prof

All funds have been spent.

G) Annual Expenditure Report			
Page 3 of 4			
2021–22 Matching Funds Narrative FINAL REPORT (include funding source)			
Marketing Teacher, Education Pathway teacher, Performing Arts Teacher, Recreation Teacher Salaries-LCFF (LCAP) funding source, Counselor Salary-LCFF (LCAP) Funding Source CTE Director			
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,			
CTE Travel Expenses for conferences, Travel expenses for Field trips and hand-on experiences for learning. LCFF (LCAP)			
None			
None			
2021-22, if applicable. Demonstrate a clear plan for spending down			
ssional development activities. If all funds are spent, indicate "All funds are spent"			

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2024 Career Technical Education Incentive Grant (CTE)

California Department of Education - December 2023

Spending Narrative - FY 2022-23

Object Code	2022-23 CTEIG Expenditures Narrative
1000 - Certificated Salaries	Certificated CTE Teacher Stipends to write A-G approved CTE courses to complete CTE Pathways. CTSO Extra duty stipends for CTE Teachers. Part-time CTE School Academic Counselor
2000 - Classified Salaries	CTE Mental and Behavioral Health Industry expert Independent Contractor for writing Mental & Behavioral Health Pathway courses.
3000 - Employee Benefits	Benefits for CTE administrative assistant
4000 - Books and Supplies	Purchased books and supplies for the Recreation pathway, Purchase of Animation Academy computers and software for students and staff, Purchase of Chromebooks and software (Stukent) for Marketing pathways students.
5000 - Services and Other Operating Expenses	CTE Conference registration costs for Educating for Careers, Advisory Board expenses,
6000 - Capital Outlay	None

7000 - Indirect Costs	None
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Spend-down Summary - FY 2022-23

Instructions: Detail plans to spend remaining 2022-23 CTEIG funds

Demonstrate a clear plan for spending down remaining grant dollars such as supplies, materials, and professional development activities.

All funds have been spent on developing and supporting a high quality

EIG) Annual Expenditure Report		
Page 4 of 4		
2022-23 Matching Funds Narrative		
CTE Credentialed Teacher Salaries, CTE Associate Director Salary -LCAP		
Administrative Assistant for CTE Department-Salary -LCAP		
Benefits for CTE Credentialed Teachers and CTE Associate Director- LCAP		
Anatomy in Clay hands-on learning supplies for Pathophysiology course (Health Pathway), Mimeo printing/shipping cost for student printed workbooks/Curriculum. High-Quality paper for Digital Design/Marketing pathway. Instructional Supplies for all CTE Pathways, Performing Arts Pathway equipment such as guitars and ukulele's, Recreation Pathway supplies for design thinking projects. Certificate options for students to obtain and train for industry certificates (first aid). Stipends for CTE teachers to re-write courses after Advisory board meetings and align with the latest industry standards and academic standards -LCAP		
CTE Travel Expenses for conferences, Travel expenses for Field trips and hand-on experiences for learning for students and staff . LCAP		
None		

None		
(not included in the spending narrative above) prior to 12/31/24.		
ch as timelines, proposed purchases,		
CTE program.		



**Elite Academic Academy
Approval for Overnight Field Trip**

Group or Student Grade Levels: All ages/All academies

Teacher: Tom Olson

Place of Overnight Trip: [Falcon Group Campsite, Highway 74 - Santa Ana Mountains](#)

Purpose of Activity/Specific Learning Standards:

C12.0 Demonstrate an understanding of the value of recreation and the fundamentals of recreational facilities and services.

C12.1 Recognize the variety of parklands, wilderness areas, and waterways available for recreation.

C12.2 Explain the outdoor recreational opportunities that promote physical and mental health.

Day(s) of Visit: March 25th - March 26th, 2024

Departure Time/Location: March 25th @ 2:00 pm

Return Time/Location: March 26th @ 12:00 pm

Number of Students: 50

Number of Chaperones: 5

Cost to Students: \$10/person

- Educational Funds Used
- Out of Pocket Expense

Attachments:

- Invoice
- Field Trip Form
- Itinerary
- Other

[Falcon Family Campout - Information Document](#)

[Overnight Adventure Packing List](#)

[Overnight Adventure Meal Plan](#)

Board Approval Date:



**Elite Academic Academy
Approval for Overnight Field Trip**

Teacher Signature: _____ **Date:** 2/7/2024

Chief Student Development Signatu _____ **Date:** 2/8/24

Board Approval Date:



**Elite Academic Academy
Approval for Overnight Field Trip**

Group or Student Grade Levels: 4th grade+

Teacher: Tom Olson

Place of Overnight Trip: [Santa Cruz Island, Scorpion Cove Campground](#)

Purpose of Activity/Specific Learning Standards:

C12.0 Demonstrate an understanding of the value of recreation and the fundamentals of recreational facilities and services.

C12.1 Recognize the variety of parklands, wilderness areas, and waterways available for recreation.

C12.2 Explain the outdoor recreational opportunities that promote physical and mental health.

Day(s) of Visit: April 3rd - 5th, 2024

Departure Time/Location: April 3rd, 8:00 am, Ventura Harbor - Island Packers Dock

Return Time/Location: April 5th, 5:00 pm, Ventura Harbor - Island Packers Dock

Number of Students: 27

Number of Chaperones: 3

Cost to Students: \$98/person

- Educational Funds Used**
- Out of Pocket Expense**

Attachments:

- Invoice
- Field Trip Form
- Itinerary**
- Other

[Santa Cruz Island Info Document - Spring 2024 High Adventure](#)

[Overnight Adventure Packing List](#)

[Overnight Adventure Meal Plan](#)

Board Approval Date:



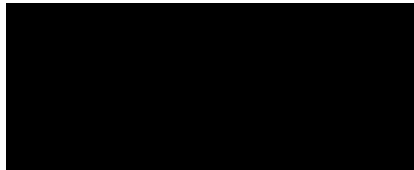
**Elite Academic Academy
Approval for Overnight Field Trip**

Teacher Signature:



Date: 2/7/2024

Chief Student Development Signatu



Date: 2/8/24

Board Approval Date:

Please see the following to be added for approval to match our current Class Rank Policy which was board approved November 2023:

High School Graduate "with Honors" -- Classes of 2027 and Above

Honors distinctions, including determination of Valedictorian(s) and Salutatorian(s), for graduating years 2027 and above are determined by the unweighted, total GPA from the first semester of 9th grade through the first semester of students' graduating year. The unweighted, total GPA will also be used to determine high honors and National Honor Society determination and used for college applications. Any grades that have been replaced by a higher grade from retaking a course will remain on the transcript but will not be calculated into the unweighted total for honors distinctions and determinations.

EAA graduates with an unweighted, total GPA of 3.5 or higher after the completion of the first semester of their graduation year will be distinguished with gold honor cords at graduation in recognition of their academic achievement. The top 10 students with the highest unweighted, total GPAs will receive "High Honors" and will wear white regalia at graduation in recognition of their accomplishments.

High School Graduate "with Honors" -- Classes of 2024, 2025, and 2026

Honors distinctions, including determination of Valedictorian(s) and Salutatorian(s), for graduating years 2024-2026 are determined by the weighted GPA from the first semester of 9th grade through the first semester of students' graduating year. The weighted GPA will also be used to determine high honors, National Honor Society determination, and used for college applications. Any grades that have been replaced by a higher grade from retaking a course will remain on the transcript but will not be calculated into the weighted total for honors distinctions and determinations.

EAA graduates with a weighted GPA of 3.5 or higher after the completion of the first semester of their graduation year will be distinguished with gold honor cords at graduation in recognition of their academic achievement. The top 10 students with the highest weighted GPAs will receive "High Honors" and will wear white regalia at graduation in recognition of their accomplishments.

ELITE ACADEMIC ACADEMY WEBSITE PRIVACY POLICY

Effective Date: March 7, 2024

Elite Academic Academy (“EAA,” “we,” “us” or “our”) recognizes the importance of protecting the privacy of our online visitors. The following privacy policy (“**Privacy Policy**”) is the way we handle information learned about you from your visits to our website available at <https://www.eliteacademic.com/> (the “**Site**”).

PLEASE REVIEW THIS PRIVACY POLICY CAREFULLY. When you submit information to or through the Site, you consent to the collection and processing of your information as described in this Privacy Policy. By using the Site, you accept the terms of this Privacy Policy, confirm that you are not located outside the United States, and consent to our collection, use, disclosure and retention of your information as described in this Privacy Policy. As we are a TK-12 charter school in California, we only accept students residing in California.

Personal Information

EAA collects personally identifiable information from you, which may include information about you, as a parent or legal guardian to a student, or a student, such as name, email address, phone number, county of residence, student’s date of birth, student’s current grade level, academy of choice, username and password, photographs, how you heard about us and any additional information you may provide to us when you contact us through the Site’s “Contact Us” page or engage with the Site’s chat functionality. This information is collected when you join our interest list, create an account with us, contact us through the Site’s “Contact Us” page or engage with us through the Site’s chat functionality.

We may also combine your personal information with information we receive about you from other sources, such as our service providers.

Information Collected Automatically

In addition, information about your computer hardware and software is automatically collected by EAA when you use the Site. This information may include: your IP address, browser type, type of operating system, device type, access times, geographic location based on your IP address and other technical information such as protocol status and substatus, bytes sent and received, and server information. We may also collect information about how you interact with the Site. This information is used by us for our business purposes, including for the operation and improvement of the Site, for technical troubleshooting, to maintain quality of the Site and to provide general statistics regarding use of the Site.

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Duration of Cookies. We may use “session cookies” or “persistent cookies.” Session cookies are temporary and expire once you close your browser or once your session ends. Persistent cookies remain on your device for much longer or until you or your browser erase them. Persistent cookies have varying durations that are dependent on their expiration date.

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Interest Based Advertising

We may collect information about your online activities on our Site to provide you with advertising about products tailored to your individual interests. We also may obtain information for this purpose from third-party websites on which our advertisements are served.

You may see certain advertisements on other websites because we work with advertising partners (including advertising networks) to engage in remarketing and retargeting activities. Our advertising partners allow us to target our messaging to users through demographic, interest-based and contextual means. These partners track your online activities over time and across websites, including our Site, by collecting information through automated means, including through the use of third-party cookies, web server logs and web beacons. They use this information to show you advertisements that may be tailored to your individual interests. The information our advertising partners may collect includes data about your visits to websites that participate in the relevant advertising networks, such as the pages or advertisements you view and the actions you take on the websites. This data collection takes place both on our Site and on

third-party websites that participate in the ad networks. This process also helps us track the effectiveness of our marketing efforts. For example, we utilize certain of our advertising partners' targeted advertising services to show you our advertisements on other websites based on your prior visits to our Site and other online activity.

Provided that a company participates in industry-developed programs designed to provide consumers choices about whether to receive targeted advertising, you may opt out of interest-based advertising generally through the Network Advertising Initiative website or by visiting <http://www.aboutads.info/choices/> (web-based advertising) or <http://www.aboutads.info/appchoices> (for mobile advertising). To learn more, please visit the websites operated by the Network Advertising Initiative and Digital Advertising Alliance at www.networkadvertising.org/choices. Opting-out does not mean that you will stop receiving advertisements from us. It means that you still stop receiving advertisements from us that have been targeted to you based on your visits and browsing activity across websites over time.

How Information is Used

We may use the information we collect for any of the following purposes:

- to provide the Site to you and to improve the Site;
- to process application, registration and enrollment requests when you apply, register or enroll for with us or our events, programs or services, or otherwise administer your participation in our events, programs or services;
- to process registration for sports, cultural, educational, and other EAA events;
- to create an account to an EAA portal;
- to allow you to join our interest list;
- to give each user a more consistent and personalized experience when interacting with us;
- to provide information about EAA and send you related information including brochures and other EAA materials, EAA news, academic notices, updates, confirmations and support and administrative messages;
- for security, to detect fraud or illegal activities, and for archival and backup purposes in connection with the provision of the Site;
- for analytics purposes;
- to fulfil your requests, such as responding to your inquiries;
- to communicate with you;
- For our other business purposes, such as data analytics, audits, enhancing our Site, improving our services, identifying Site usage trends, and determining the effectiveness of our promotional campaigns;
- As we believe to be necessary or appropriate: (i) under applicable law; (ii) to comply with legal process; (iii) to respond to requests from public and government authorities; (iv) to enforce this Privacy Policy; (v) to protect our operations; (vi) to protect our rights, privacy, safety or property, and/or that of you or others; and (vii) to allow us to pursue available remedies or limit the damages that we may sustain.

Sharing of Information

- **With Third Party Service Providers Performing Services on Our Behalf.** We share your personal information with our service providers to perform the functions for which we engage them. For example, we may use third parties to host the Site or assist us in

providing functionality on the Site, provide analytics on the Site and send out email updates about the Site and provide you with information about EAA.

- **For Legal Purposes.** We also may share information that we collect from users as needed to enforce our rights, protect our property or protect the rights, property or safety of others, or as needed to support external auditing, compliance and corporate governance functions. We will disclose personal information as we deem necessary to respond to a subpoena, regulation, binding order of a data protection agency, legal process, governmental request or other legal or regulatory process. We may also share personal information as required to pursue available remedies or limit damages we may sustain.
- **Changes of Control.** We reserve the right to transfer or assign the information that we have collected from users in connection with a corporate transaction, such as a divestiture, merger, consolidation, or asset sale, or in the unlikely event of bankruptcy.

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Our Site may contain links to third party websites. Any access to and use of such third party websites is not governed by this Privacy Policy, but is instead governed by the privacy policies of those third party websites, and we are not responsible for the information practices of such third party websites.

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EAA uses reasonable security measures designed to prevent unauthorized intrusion to the Site and the alteration, acquisition or misuse of personal information, however, we will not be responsible for loss, corruption or unauthorized acquisition or misuse of personal information that you provide through the Site that is stored by us, or for any damages resulting from such loss, corruption or unauthorized acquisition or misuse. It is your responsibility to protect the security of your login information.

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EAA receives personal information about children who are under the age of 13 strictly from their parents or guardians when those children are enrolled or interested in enrolling with EAA.

The Site does not ask children under 13 to provide personal information and we do not intentionally or knowingly collect personal information from children under 13.

If you think we may have unknowingly collected personal information of a child under age 13 or if you have reason to believe that a child under age 13 has provided personal information to us via our Site, please contact us immediately at webmaster@eliteacademic.com and we will endeavor to delete the child's personal information as required by applicable law.

Questions / Contact Us

If you have any questions regarding this Privacy Policy, please contact us at webmaster@eliteacademic.com.

Notification of Changes

Any changes to our Privacy Policy will be posted to this page so users are always aware of the information we collect and how we use it. Accordingly, please refer back to this Privacy Policy frequently as it may change.





2024 - 2025 Traditional Calendar/Tk-12 Grades

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
	1	2	3	4	5	6					1	2	3	1	2	3	4	5	6	7			1	2	3	4	5
7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12
14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19
21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26
28	29	30	31				25	26	27	28	29	30	31	29	30						27	28	29	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	1	2	3	4	5	6	7				1	2	3	4							1
3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11	2	3	4	5	6	7	8
10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18	9	10	11	12	13	14	15
17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25	16	17	18	19	20	21	22
24	25	26	27	28	29	30	29	30	31					26	27	28	29	30	31	23	24	25	26	27	28		

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
						1			1	2	3	4	5					1	2	3	1	2	3	4	5	6	7
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14
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16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28
23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31	29	30					
30	31																										

Important Dates	
8/28	- First Day of School
9/2	- Labor Day
11/11	- Veteran's Day
11/25 - 11/29	- Thanksgiving Break
12/19 - 1/6	- Winter Break
1/17	- End of Semester 1
1/20	- Martin Luther King Jr. Day
1/21	- Semester Break Non-School Day
2/14 & 2/17	- Presidents' Day Weekend
3/10 - 3/14	- Spring Break
5/26	- Memorial Day
6/10	- Last Day of School

Key	
	First Day of School
	End of Learning Period
	Holiday
	Non-school Days

		Days		
LP1	Aug 28 - Oct 4	27		
LP2	Oct 7 - Nov 22	34	P1	61
LP3	Dec 2 - Jan 17	22		
LP4	Jan 22 - Feb 13	17		
LP5	Feb 18 - Mar 21	19	P2	119
LP6	Mar 24 - May 2	30		
LP7	May 5 - June 10	26		
		175		



Pending board approval

2024 - 2025 Year-Round Calendar/9-12 Grades

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	
	1	2	3	4	5	6					1	2	3	1	2	3	4	5	6	7				1	2	3	4	5
7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12	
14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19	
21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26	
28	29	30	31				25	26	27	28	29	30	31	29	30						27	28	29	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	1	2	3	4	5	6	7				1	2	3	4							1
3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11	2	3	4	5	6	7	8
10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18	9	10	11	12	13	14	15
17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25	16	17	18	19	20	21	22
24	25	26	27	28	29	30	29	30	31					26	27	28	29	30	31	23	24	25	26	27	28		

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		
						1				1	2	3	4	5						1	2	3	1	2	3	4	5	6	7
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14		
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21		
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28		
23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31	29	30							
30	31																												

Important Dates	
7/1	- First Day of School
7/4	- Independence Day Holiday
8/5 - 8/27	- Summer Break
9/2	- Labor Day
11/11	- Veteran's Day
11/25 - 11/29	- Thanksgiving Break
12/19 - 1/6	- Winter Break
1/17	- End of Semester 1
1/20	- Martin Luther King Jr. Day
1/21	- Semester Break Non-School Day
2/14 & 2/17	- Presidents' Day Weekend
3/10 - 3/14	- Spring Break
5/26	- Memorial Day
6/10	- Last Day of School

Key	
	First Day of School
	End of Learning Period
	Holiday
	Non-school Days
	ACA Days

		Days		
LP1	July 1 - Aug 3	29		
LP2	Aug 5 - Aug 27	0		
LP3	Aug 28 - Oct 4	27		
LP4	Oct 7 - Nov 22	34	P1	90
LP5	Dec 2 - Jan 17	0		
LP6	Jan 22 - Feb 14	0		
LP7	Feb 18 - Mar 21	19	P2	109
LP8	Mar 24 - May 3	35		
LP9	May 5 - June 10	31		
		175		



Pending board approval

EAA 2024/25 Open Enrollment

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		
					1	2		1	2	3	4	5	6						1	2	3	4							1
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		
10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15		
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							
31																			30										

Important Dates	
7/1	- First Day of School Year-Round
8/28	- First Day of School Traditional
March - April	- Open Enrollment Track Traditional
May - June	- Open Enrollment Year-Round

2024/25 School Year

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		
	1	2	3	4	5	6					1	2	3	1	2	3	4	5	6	7					1	2	3	4	5
7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12		
14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19		
21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26		
28	29	30	31	25	26	27	28	29	30	31	8	29	30	27	28	29	30	31											



Pending Board Approval



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CONFIDENTIALITY AND NON-DISCLOSURE AGREEMENT

The Parties to this Confidentiality and Non-Solicitation Agreement ("Agreement") are Elite Academic Academy (the "School") and NAME ("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. 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.
- G. 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: _____
NAME _____

Date: _____
By: _____
Its: Chief Executive Officer



2023-24 Safety
Plan
Mountain
Empire

43414 Business Park Drive Temecula, CA 92590

Eliteacademic.com 866-354-8302

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Section 1: School Safety Plan Purpose

Objective

Elite Academic Academy recognizes that students and staff have the right to a safe and secure environment where they are free from physical and psychological harm. The school is fully committed to maximizing school safety and to creating a positive learning environment that includes strategies for violence prevention and high expectations for student conduct, responsible behavior, and respect for others.

Nondiscrimination and Fair Treatment of Pupils

Elite Academic Academy realizes that a major source of conflict in many schools is the problem of bias and unfair treatment of students (real or perceived) due to ethnicity, gender, race, social class, religion, disability, nationality, sexual orientation, physical appearance, or some other factor. Our school strives to convey the attitude that all children can achieve academically and behave appropriately, while at the same time appreciating individual differences. Elite Academic Academy endeavors to communicate to students, and the greater community, that all students are valued and respected.

Conduct

Elite Academic Academy believes that all students have the right to be educated in a positive learning environment free from disruptions. At school activities, students shall be expected to exhibit appropriate conduct that does not infringe upon the rights of others or interfere with the school program.

Behavior is considered appropriate when students are diligent in study, careful with school property, courteous, and respectful towards Elite Educators, other staff, students, and volunteers. Every effort is made to ensure students are aware of the expected behaviors at school-organized events.

Plan Elements

The Elite Academic Academy School Safety Plan contains the following elements:

- Emergency Preparedness
 - Learning Period Meetings
 - Testing sites

- Field Trips
- Staff meetings
- School office
- Human Resources
 - Mandated Reporter
 - Sexual Harassment
 - Bloodborne Pathogens
- Expectations of Conduct
 - Students
 - Parents/Guardians
 - Staff

The school safety plan shall be evaluated annually. A copy of the School Safety Plan will be available for review at the Elite Academic Academy school office. The school also has an IILP, Covid Plan and School re-opening plan that can be viewed upon request.

Section 2: Emergency Preparedness

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 parents/guardians 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 the following section for testing sites, the school office, staff meetings, and field trips. 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.

Elite Academic Academy Responsibilities

Elite Academic Academy will abide by the vendor/site emergency plans. Beyond that, Elite Academic Academy will consistently maintain the following:

- Staff emergency information in Paycom
- Student emergency information held within Student Information System with staff access
- Employee safety training assignments, as appropriate
- First aid kits for all test sites, the field trip coordinators, and the school office

Parent/Guardian Responsibilities

Parents and legal guardians of students will be required to complete when applicable:

- Annual CAASPP Site Security form - ER Card
- Field trip permission slips and waivers

All parents are responsible to keep their child's Student Information System Student Emergency Card current. In case of a declared emergency, students will be released only to persons designated on the application form. Parents/guardians are responsible for ensuring that information on all forms is current at all times.

Guidelines for Student and Staff Dismissal

Student Dismissal:

In the event of a declared emergency, as per the site, all students will be required to remain onsite or at an alternate safe site under the supervision of the Director, Director's designee or other school staff assigned by the Director or designee. Students will not be permitted to leave until:

1. Regular dismissal time, and only if it is considered safe to do so.
2. Depending on the site, an authorized adult with a photo ID, whose name appears on the Emergency Card or field trip permission slip, arrives to pick up the student.
3. In the event of an earthquake or other disaster that prevents parents and other designated adults from picking up students, students will remain with school staff.

Staff Dismissal:

In the event of a declared emergency with students present, all school employees will remain on site and carry out their assignments until officially dismissed by the Director, or Director's designee, or relieved by fire or law enforcement.

Learning Period Meeting (LPM)

The purpose of the learning period meeting is for the credentialed teacher to meet with the student to provide educational support, document learning, and complete other administrative tasks. Sometimes, these meetings occur in private homes and public locations, such as a library. Typically, the parent/guardian is present for these meetings and is solely responsible for the safety of the student. In the rare occasion when a student is not accompanied by the parent, the Elite Educator is required to meet in a public location for the safety of the student.

If during an LPM, there is an incident that poses a safety threat to the student, the parent/guardian would be responsible to decide the appropriate course of action for his/her child. If the parent/guardian is not present, the Elite Educator will take responsibility for the student's safety.

Elite Educator

Required Training and Resources:

- Annually complete the following training:
 - Mandated Reporter
 - Bloodborne Pathogens
 - Sexual Harassment
 - CPR Certification
- Download, when possible, emergency apps to phone
 - Red Cross First Aid
 - Red Cross Earthquake
- First Aid Kit, provided by the school

Responsibilities:

- In the event of a student injury when a parent is not present:
 - Call 911 if a student injury requires medical attention.
 - If blood or other bodily fluids are present, follow the bloodborne pathogens procedures using the school-provided first aid kit.
 - Contact the parent/guardian and allow them to take responsibility. Once present, the teacher may offer the use of the first aid kit to the parent in this event.
 - Contact a Director to complete any necessary paperwork.
- In the event of a student catching on fire:
 - Instruct the student to stop, drop, and roll (when clothes are on fire) and the teacher will use a blanket, jacket, or other available material - Starting at the head of the victim, drag the blanket toward the feet, moving the flame away from the face.

- Contact a Director for any necessary paperwork.
- In the event of a building fire:
 - Evacuate the building.
 - Call 911.
 - Contact a Director for any necessary paperwork.
- Earthquake:
 - Instruct the student to implement the *Drop, Cover, and Hold* procedure:
 - *Drop* to the ground. For those students who are physically unable to drop to the ground, they should remain seated and cover their heads with their arms and hands.
 - *Cover* under or near desks, tables, or chairs in a kneeling position with their backs to the windows.
 - *Hold* onto table or chair legs.
 - Remain in drop position until the ground movement ends.
 - Contact a Director for any necessary paperwork.

Testing Sites

The school conducts testing at various sites. Because these venues are not school-owned buildings or property, an effort to obtain the site plans from the venue and bring awareness to the staff of all site-specific emergency plans is the primary focus. Developing clear roles of responsibility, providing emergency student information to staff, maintaining first aid training and kits as appropriate, and developing a plan in the event of various emergency scenarios is outlined as follows:

Director, Assessment

Responsibilities:

- Provide general staff safety training for test sites.
- Provide Test Site Coordinator (TSC) test-site-specific safety training and binder.

Test Site Coordinator (TSC)

Responsibilities:

- *Adult and Pediatric First Aid/CPR/AED Certified*
- *Complete Safe Schools Training - School Intruders, Active Shooter, Safety Basics for Security Staff & Medication Administration: Epinephrine Auto-Injectors*
- Emergency Apps downloaded on phone:
 - Red Cross First Aid
 - Red Cross Earthquake
- EpiPen Trained.
- Epinephrine Indemnity Acknowledgement Signed.
- Standing Order for Anaphylaxis - Procedures to follow.
- Maintain a current list of all proctors and students on-site, including contact information (cell number) for proctors
- Responsible for overall direction and coordination of emergency response efforts during an incident.
- Receive and review a copy of Elite's Testing *Safety Plan*
- Obtain Site Emergency Plans and Emergency Contact Numbers
- Confirm and Locate Site Emergency Evacuation Map in the testing room(s).
- Establish pre-designated evacuation areas and exits and clearly mark them on the site map.
- Provide site-specific safety training for proctors, and ensure all staff is aware of site exits and evacuation areas.
- Complete incident report as needed for any medical concerns: minor cut, illness, allergic reaction, nosebleed, emotional upset, etc.

Assessment Support (AS)

Responsibilities:

- *Complete Safe Schools Training - School Intruders, Active Shooter, Safety Basics for Security Staff & Medication Administration: Epinephrine Auto-Injectors*
- Emergency Apps downloaded on phone:
 - Red Cross First Aid
 - Red Cross Earthquake
- Responsible for ensuring the site is safe.
- Provided copy of *Safety Plan - Test Sites*.
- Support TSC as needed.
- Complete incident report, as needed, for any medical concerns: minor

Teacher/Proctor

Responsibilities:

Proctors wear ID/lanyard or name tag at all times at the test site

- Once alerted by a parent, it is the Elite Educator's responsibility to report ALL listed health issues
- Attend staff safety training
- Provided copy of Elite's Testing Site *Safety Plan*
- Attend site-specific safety training
- Report safety concerns to TSC immediately
- Take the student to TSC/Assessment Support for any medical concerns: minor cut, illness, allergic reaction, nosebleed, emotional upset, etc.

Site Supplies and Resources

First Aid

- CPR/AED Responder - Pack (contains one-way valve face shield)
- First Aid Kit
- Gloves (latex-free) - Box

Emergency Preparedness

- Maintain emergency food and water

Student Information

TSC Manual - Master Copy -Student Emergency Card required for every student on site

Proctor Binders

- Copies - *Emergency Cards*- grade-level specific
- Grade Level Rosters - Parent Signatures for Sign-In and Pick-Up (Photo ID Required for student release)

Emergency Procedures

Fire

Proctors shall take Proctor Binders (containing student information) and:

1. Begin orderly evacuation immediately and complete within minutes of the initial alarm of a fire, with minimal congestion in hallways and exits.
2. Lead students to the pre-designated evacuation area away from fire lanes.
3. Take roll once in the evacuation area.
4. Report any missing students to the Test Site Coordinator (TSC) immediately.

Earthquake

Proctor shall implement the *Drop, Cover* and *Hold* procedure and instruct students to

- *Drop* to the ground. For those students who are physically unable to drop to the ground, they should remain seated and cover their heads with their arms and hands.
- *Cover* under or near desks, tables, or chairs in a kneeling position with their backs to the windows.
- *Hold* onto table or chair legs.
- Remain in drop position until the ground movement ends.
- Evacuation shall occur if directed by the Test Site Coordinator (TSC).
- Proctors will take Proctor Binders (containing student information).
- Proctors will lead students to the pre-designated evacuation area.
- Proctors will take roll once in the evacuation area.
- Proctors will immediately report any missing students to the Test Site Coordinator (TSC).
- Proctors will remain with students until given alternative instructions.

Emergency Campus Lockdown

The decision to call for a *Lockdown* will be made by the Test Site Coordinator (TSC) The TSC shall:

- Notify all proctors of the need for a test site lockdown, as soon as the decision has been made.
- As soon as possible after an emergency:
 - Inform the proctors of the reasons for the need for a lockdown;
 - Contact Assessment Director.
- Provide parents and other community members who ask for the reason for the lockdown, either in person or by phone, the reason as specifically as possible under the circumstances.
- Not provide the names of any students or parents involved (Ex. custody conflicts) to maintain confidentiality.
- Use discretion in determining how much information will be given to the students, based on their ages and maturity.
- Instruct proctors to provide information to the students in a calm and reassuring manner.

Lockdown Sample Situations

- The site I has been informed that a crime has been committed near the site and the criminal has not been apprehended. There is no specific reason to believe that the criminal will come to the school.

- The Sheriff's Department has informed the site that an armed and dangerous person is in the vicinity of the school and all precautions should be taken.
- The site has received a direct credible threat that someone intends to do harm to one or more persons at the site.
- Information has been received by the site that a non-custodial parent is coming to try to take a student away from the test site.
- A person not having a legitimate business has been seen loitering in the vicinity of the site. He/she either has not left the area when asked to do so, or he/she has left but the TSC believes that based on the person's behavior, he/she may return.

Lockdown Procedures

The TSC will:

- Notify the Sheriff's Department.
- Notify the Assessment Director of the *Lockdown* as soon as possible.
- Assign a proctor to monitor the main entrance(s) to allow legitimate visitors to enter.
- Notify the proctors in the fastest possible manner that a *Lockdown* has been initiated.
- Notify parents of the lockdown status.
- Delay dismissal until it is safe for students to exit.
- Inform all proctors and Assessment Director that the *Lockdown* has ended, once it has been determined that the dangerous situation no longer exists.

Proctors will:

- Keep all students indoors under their supervision for the duration of the *Lockdown*.
- Lock testing room or building doors, close windows and blinds if directed by the TSC.
- Contact the TSC to determine if the situation allows for students to leave the room to go to the bathroom.
- Escort any student who goes to the bathroom.
- Not dismiss students until receiving direction to do so by the TSC.
- Escort their students to the site of the parent pick-up location.

Assessment Director will:

- Notify the Executive Director in the fastest possible manner.

Active Shooter/Armed Intruder on Campus

If an armed assault occurs on or near the test site personnel who observed the assault should immediately notify the Test Site Coordinator (TSC) and call 9-1-1

TSC will:

- Initiate the appropriate response actions, which may include Shelter-in Place, Lockdown, On-Campus Evacuation, or Off-Campus Evacuation.
- Call 9-1-1 and provide the exact location, description, and nature of the incident. If the TSC cannot remain on the phone, a designated person should remain on the phone line with the 9-1-1 dispatcher until law enforcement personnel arrive on the scene.

If it is safe to do so, proctors should attempt to isolate and secure the students away from the perpetrator(s)

Proctors will:

- Take steps to calm and control students.
- Keep students in secured areas until local authorities arrive and are able to neutralize the perpetrator(s).
- Stay inside testing rooms.
- Instruct students to lie flat on the floor, move away from the doors or windows and remain quiet.
- Turn off lights, lock doors and close any shades or blinds.
- The goal is to hide and make your room look vacant.
- Silence cell phones.
- Remain in the testing room, or secured area, until further instructions are provided by the TSC or law enforcement.

Field Trips

The school hosts field trips at various venues. Since these venues are public locations, the staff, students, and families in attendance will follow the protocol for emergency evacuations and safety as per the venue guidelines. School field trips require parent participation and therefore all students should be in the care of a parent/guardian or an Elite credentialed employee. In an effort to promote the safety of those in attendance, the development of clear roles of responsibility, collection and organization of emergency student information, and maintenance of first aid kits is outlined as follows:

Field Trip Coordinators (FTC):

- Maintain a current list of all chaperones and students on site.
- Chaperones maintain a list of student information, emergency contact information, and any medical/allergy information
- Provide a first aid kit to all Field Trip Coordinators (FTC).
- Identify the method of communication between coordinators and chaperones in the event of unforeseen events.
- Monitor and provide training to parents transporting students other than their own.
- Provide FTC with necessary safety training:
 - Safe Schools Training - First Aid
 - Emergency Apps downloaded on the phone
 - Red Cross First Aid

Field Trip Organizer:

- Collect all Field Trip Permission Slip and Waivers from students in attendance.
- Process and file signed parent or guardian permission forms prior to the activity. These should include contact information in case of emergency. Forms should be carried on the field trip in order to be given to a doctor/hospital in case emergency treatment is required.
- Plan for additional adult supervision. This includes, as a minimum, one (school-approved) adult per every 10 students. Consider assigning specific students to an adult in the group. Adult chaperones should be knowledgeable of all hazards, rules, and emergency procedures in advance.
- Maintain a current list of all school staff in attendance.
- Contact the Director in the event of an emergency.
- Complete all necessary training as needed.
- Bring a first aid kit to the field trip.
- Provide a pre-trip email to Elite Educators, Chaperones, and parent chaperones containing information such as venue safety procedure, behavior expectations, hazards, itinerary, and other related information.
 - Obtain the most current weather forecast prior to the activity. Be especially aware of the chance for storms or other dangerous weather
- Identify the method of communication between coordinators and chaperones in the event of unforeseen events.
- Support the venue's direction and coordination of emergency response efforts during an incident.
- Inform parents of the FTC's contact information for safety concerns that occur during the trip.
- Provide parents with a map containing first aid stations.
- Complete incident report as needed for any medical concerns: minor cuts, illness, allergic reaction, nosebleed, emotional upset, etc.
- Distribute and collect the online Google form to all parents driving other students to the field

- Make sure that students fully understand the activities they will be conducting and any possible hazards to avoid. Ensure that, for water-related field experiences, at least one adult is trained in water safety techniques including CPR and lifesaving. If the student activity is planned in or on water, U.S. Coast Guard-approved life jackets must be worn.
- Ensure all COVID field trip guidelines have been communicated to students and staff (if applicable)

Elite Educator Chaperone:

- Maintain current personal emergency contact information with school in Paycom.
- Carry a charged mobile phone in case of emergencies and a basic, approved first-aid kit for minor abrasions or scratches.
- Report safety concerns to FTC immediately.
- Support FTC as needed.
- Support the venue's direction and coordination of emergency response effort during an incident.
- Take the student to FTC for any medical concerns: minor cut, illness, allergic reaction, nosebleed, emotional upset, etc.
- Forms should be carried on the field trip in order to be given to a doctor/hospital in case emergency treatment is required
- Ensure all COVID field trip guidelines are implemented during the field trip for safety

Parent Chaperones:

- Parents/guardians will ensure that their student, and any student they are responsible for, will remain with them for the entire trip.
- Parents/guardians will be responsible for any medications and administration to their child and/or student they are responsible for.
- Provide students & chaperones with identifying name tags.
- Contact the FTC when safety concerns occur during the trip.
- Utilize the venue's first aid stations if necessary.
- Follow the venue's direction of emergency response effort during an incident.
- Any other student attending the event is brought under the guidance and direction of the parent. Parents must complete the release of liability form for non-Elite Academic Academy students to attend.
- Ensure all COVID field trip guidelines are implemented during the field trip for safety
- For any overnight trips, Parent/Guardian must complete the DOJ Livescan and have the LiveScan cleared by the DOJ. Payments for Livescans are the Parent/Guardian's responsibility and will not be reimbursed.

Staff Meetings

In-person staff meetings are conducted in-person at a facility rented by the school. Because this venue is a public location, the staff and any additional participants in attendance will follow the protocol for emergency evacuations and safety as per the venue guidelines. In an effort to promote the safety of the staff, the development of clear roles of responsibility, collection and organization of emergency staff information, and maintenance of first aid kits are outlined as follows:

Director or Director's designee

- Maintain a current list of all employees in attendance.
- Responsible for supporting the venue's direction and coordination of emergency response efforts during an incident.
- Obtain Site Emergency Plans, if possible.
- Obtain Site Emergency Evacuation Map, if possible.
- Establish pre-designated evacuation areas and exits and clearly mark them on the site map.
- Bring a first aid kit.

Required Training and Resources:

- Complete Safe Schools Training - First Aid

All Employees:

- Maintain current personal emergency contact information with school in Paycom.
- Report safety concerns to a Director immediately.
- Support Director as needed.
- Follow the emergency plans as directed by the venue.

School Office

The school office is located in a rented facility that does not have an emergency plan. The staff and any additional individuals in attendance will follow the protocol for emergency evacuations and safety as per the following guidelines. In an effort to promote the safety of the staff, the development of clear roles of responsibility, collection of emergency staff information, and maintenance of first aid kits is outlined as follows:

Director and Human Resources

- Maintain current staff emergency contact information.
- Develop site emergency plans and protocol as well as communicate plans to staff.
- Clearly post a site map indicating various evacuation routes and exits within the facility, fire extinguishers, location of the site alarm, and predesignated refuge or safe areas outside.
- Provide a first aid kit including flashlights and a window breaker.
- Provide safety training as needed.

Designee

- The Designee is the most senior staff member present at the time of the emergency.
- Uphold the evacuation and safety plan.
- Bring a first aid kit.

All Additional Office Staff

- Maintain a current personal emergency contact with the school in Paycom.
- Responsible for following the emergency and safety plans during an incident.

Emergency Procedures

In the event that an emergency occurs, all employees are to evacuate the building by following the procedures below.

1. In the event of an emergency, all employees should immediately stop whatever they are doing and quickly and safely exit the building.
2. It is the responsibility of the most senior staff member present at the time of the emergency to see that all employees leave the building promptly and

3. All employees should exit the building by way of the nearest exit or stairwell, if applicable, to the outside.
 - a. If the nearest stairwell, if applicable, is blocked by smoke, use the other stairwell, if applicable. DO NOT USE AN ELEVATOR. Elite Academic Academy will make every attempt to create prior arrangements with staff and individuals with disabilities as needed to assist them in the event of an evacuation.
 - b. If the nearest doorway or exit is blocked, and if the emergency calls for immediate evacuation, utilize the window breaker to clear a safe path to the outside.
4. Follow the exit plans. People who exit the building first must position themselves far enough away from the building to enable everyone to stand clear of emergency vehicles. The street must be kept clear at all times, so as not to hamper the movement of emergency vehicles into the area.
5. If possible, before leaving the building, the designee will call the Fire Department and leave all doors unlocked to allow the fire department easy access.
6. Once outside the building, the designee will:
 - a. Confirm that the fire department has been called (911)
 - b. Congregate all employees in the parking lot and confirm that all employees and visitors are out of the building.
 - c. Designate someone to meet the fire department at the front entrance to provide additional information if necessary.
7. Staff members trained in CPR and rescue breathing should survey the individuals outside to determine if anyone is in need of first aid. Appropriate aid should then be given.
8. Once outside, do not re-enter until the building is declared safe by the Fire Department and you are informed to do so by the designee.

Section 3: Human Resources

Human Resources is responsible for providing staff training and ensuring compliance. The following Safe Schools training courses are available to be assigned to designated employees depending upon their level of responsibility for upholding the school safety plan and requirements per the law. Training plans may include one or more of the following:

- Active Shooter
- Crisis Response and Recovery
- Family Reunification
- Incident Command Systems
- Managing the Aftermath of Tragedy
- Terrorism: Awareness and Response
- Supervisor's Role in Safety
- Chemical Spills Overview
- Compressed Gas Safety
- Confined Spaces
- Electrical Safety
- Eye and Face Protection
- Facility Emergencies
- Fall Protection
- Fire and Explosion Hazards
- Fire Extinguisher Safety
- General Safety Orientation
- Lead Safety Awareness
- Office Ergonomics
- Personal Protective Equipment
- Slips, Trips and Falls
- Storm Water Management Overview
- AED (Automated External Defibrillators)
- Bloodborne Pathogen Exposure Prevention
- Cardiopulmonary Resuscitation (CPR)
- First Aid
- Health Emergencies: Asthma Awareness
- Health Emergencies: Choking and Heimlich Maneuver
- Health Emergencies: Life-Threatening Allergies
- Health Emergencies: Overview
- Health Emergencies: Seizures
- HIV/AIDS Awareness
- Sexual Harassment: Staff-to-Staff
- Sexual Harassment: Student Issues & Response
- Sexual Misconduct: Staff-to-Student
- Workplace Bullying: Awareness and Prevention
- Cybersecurity Overview
- Email and Messaging Safety

- Arson Awareness and Prevention

- Safety Basics for Security Staff
- School Intruders
- School Violence: Identifying and Addressing
- Visual Weapons Screening
- Online Safety: Cyberbullying
- Online Safety: Predators
- Online Safety: Threats of Violence
- Online Safety: What Every Educator Needs to Know
- Bullying: Recognition and Response
- Child Abuse: Identification & Intervention
- Child Abuse: Mandatory Reporting
- Gang Awareness
- Hazing
- Making Schools Safe for LGBT Students
- Mandated Reporter: Child Abuse and Neglect
- Youth Suicide: Awareness and Prevention
- Evacuation Planning for Students with Special Needs
- Online Safety: Threats of Violence Mandated Reporter

Mandated Reporter - Duty to Report

In conformance with the requirements of the Penal Code 11165.7, any district employee who has knowledge of or observes a child in his/her professional capacity or within the scope of his/her employment, whom he/she knows or reasonably suspects has been a victim of child abuse, shall report the known or suspected instance of child abuse to the Sheriff and/or child protective agency immediately, or as soon as practically possible, by telephone; and shall prepare and send a written report thereof within 36 hours of receiving the information concerning the incident. The mandated reporting duties are required of the individual and cannot be delegated to another individual except under circumstances set forth in Penal Code 11166.

For the purposes of this reporting procedure and the Penal Code 11166.1, "reasonable suspicion" means that it is objectively reasonable for a person to entertain such a suspicion, based upon facts that could cause a reasonable person in a like situation, drawing when appropriate on his or her training and experience, to suspect child abuse.

Definitions

1. "Child Abuse" includes the following:

- A physical injury inflicted by other than accidental means on a child by another person.
 - Sexual abuse of a child.
 - Willful cruelty or unjustifiable punishment of a child, or willfully inflicting unjustifiable physical pain or mental suffering, or failure to safeguard a child from these injuries when the child is under a person's care or custody.
 - Unlawful corporal punishment or injury resulting in a traumatic condition.
 - Neglect of a child or abuse in out-of-home care.
2. "Mandated Reporters" are those people defined by law as "child care custodians," "health practitioners," "child visitation monitors," and "employees of a child protective agency." Mandated reporters include virtually all school employees. The following school personnel are required to report:
 - Teachers, administrators, supervisors of child welfare and attendance, certificated pupil personnel employees, school psychologists, licensed nurses, counselors, and those instructional aides or other classified employees trained in child abuse reporting.
 3. "Child Protective Agencies" are those law enforcement and child protective services responsible for investigating child abuse reports, including the local police or sheriff department, county welfare or juvenile probation
 4. Employees reporting child abuse to a child protective agency are encouraged, but not required, to notify the director, or the director's designee, as soon as possible after the initial verbal report by telephone.

Notified administrators shall provide the mandated reporter with any assistance necessary to ensure that reporting procedures are carried out in accordance with law and school regulations. At the mandated reporter's request, the director may assist in completing and filing these forms.

If the mandated reporter does not disclose his/her identity to a director, he/she shall provide or mail a copy of the written report to the school without his/her signature or name.

Legal Responsibility and Liability

1. According to P.C. 11166 [c], if a mandated reporter fails to report an incident of known or reasonably suspected child abuse or neglect, he/she is guilty of a misdemeanor punishable by confinement in jail for up to six months, a fine of up to \$1,000, or both. If the mandated reporter intentionally conceals his or her failure to report an incident known by the mandated reporter to be abuse or severe neglect, the failure to report is a continuing offense until a county

designated agency to receive mandated reports specified in P.C. 11165.9 discovers the offense.

2. Any supervisor or administrator who violated P.C. 11166 [1], which prohibits impeding others from making a report, shall be punished by not more than 6 months in county jail or by a fine of not more than \$1,000, or both.
3. Any mandated reporter who willfully fails to report abuse or neglect, or any person who impedes or inhibits a report of abuse or neglect, where the abuse or neglect results in death or great bodily injury, shall be punished by not more than 1 year in county jail or by a fine of not more than \$5,000, or both (P.C. 11166.01 [b]).
4. No mandated reporter shall be civilly or criminally liable for any report required or authorized unless it can be proven that a false report was made and the person knew that the report was false or was made with reckless disregard of the truth or falsity of the report. Any person who makes a report of child abuse or neglect known to be false or with reckless disregard of the truth or falsity of the report is liable for any damage caused (P.C. 11172 [a]). When two or more persons who are required to report have joint knowledge of a suspected instance of child abuse, and when they so agree, the telephone report may be made by either of them, and a single report made and signed by that person. However, if any person who knows or should know that the designated person failed to make the report, that person then has a duty to do so.

Child Protective Services Hotlines

1. Los Angeles County: 800-540-4000 (within CA), 213-639-4500 (outside CA), 800-272-6699 (TDD)
2. Kern County: 661-631-6011 -or- 760-375-6049
3. Riverside County: 800-442-4918 -or- 877-922-4453
4. Orange County: 714-940-1000 -or- 800-207-4464
5. San Bernardino County: 909-384-9233 -or- 800-827-8724
6. San Diego County: 858-560-2191 -or- 800-344-6000
7. Imperial County: 760-337-7750

Sheriff's Offices Contact Information:

1. Los Angeles County
 - Phone: 323-267-4800
 - Website: <http://www.lasd.org>
2. Kern County
 - Phone: 800-861-3110

- Website: <http://www.kernsheriff.com>
- 3. Riverside County
 - Phone: 951-955-2400
 - Website: <http://www.riversidesheriff.org>
- 4. Orange County
 - Phone: 714-647-7000
 - Website: <http://www.ocsd.org>
- 5. San Bernardino County
 - Phone: 909-387-8313 (Valley)
 - Phone: 760-956-5001
 - Website: <http://www.sbcounty.gov/sheriff>
- 6. San Diego County
 - Phone: 858-565-5200
 - Website: <http://www.sdsheriff.net>
- 7. Imperial County
 - Phone: 800-452-2051, 442-265-2021
 - Website: <http://www.icso.org>

Within 36 hours, a written report must be sent, faxed, or submitted electronically. The written report should be completed on state form 8572, which can be downloaded at http://ag.ca.gov/childabuse/pdf/ss_8572.pdf. (Appendix B: Child Abuse Report Form)

Child Abuse Training Requirement:

- Per AB 1432, all school employees must annually complete the Mandated Reporter Training course within the first six weeks of school, or by the sixth week of employment.
- This course is fully compliant with California Assembly Bill 1432 and is available online through Safe Schools, the school's online training and tracking system designed specifically for education agency employees.
- The Safe Schools learning management system will generate the required reports for proof of completion. Employees should retain a copy of the training certificate and provide a copy to Human Resources.
- Staff can access online training courses at:
 - <http://www.mandatedreporterca.com/> -or-
 - <http://eliteacademic.safeschools.com/login>
 - Employees must contact HR at thasper@eliteacademic.com for mandated reporter course assignment in order to complete the training through the Safe Schools interface.

Sexual Harassment

Elite Academic Academy prohibits sexual harassment of school employees and job applicants. The school also prohibits retaliatory behavior or action against employees or other persons who complain, testify or otherwise participate in the complaint process established pursuant to this policy and the administrative regulation.

The Elite Academic Academy Administrative team shall take all actions necessary to ensure the prevention, investigation, and correction of sexual harassment, including but not limited to:

1. Per AB1825 and CA Govt. Code Sec. 12950.1, the school will provide supervisory employees, within 6 months of their assumption of a supervisory position, 2 hours of interactive sexual harassment training and education. Supervisors will be required to complete sexual harassment training every 2 years thereafter.
2. Providing training to all staff on sexual harassment and the sexual harassment school policy, particularly the procedures for filing complaints and employees' duty to use the school's complaint procedures as outlined in the employee handbook.
3. Publicizing and disseminating the school's sexual harassment policy to staff.
4. Ensuring prompt, thorough, and fair investigation of complaints.
5. Taking timely and appropriate corrective/remedial actions. This may require interim separation of the complainant and the alleged harasser, and subsequent monitoring of developments.

All complaints and allegations of sexual harassment shall be kept confidential to the extent necessary to carry out the investigation or take other subsequent necessary action. Any district employee or job applicant who feels that he/she has been sexually harassed, or who has knowledge of any incident of sexual harassment by or against another employee, a job applicant, or a student, shall immediately report the incident to Human Resources, his/her supervisor, the director, or the director's designee. An employee may bypass his/her supervisor in filing a complaint where the supervisor is the subject of the complaint.

An employee who receives a harassment complaint shall promptly notify Human Resources.

Complaints of sexual harassment shall be filed.

Any district employee who engages or participates in sexual harassment, or who aids, abets, incites, compels, or coerces another to commit sexual harassment against a school

employee, job applicant, or student, is in violation of this policy and is subject to disciplinary action, up to and including dismissal.

Bloodborne Pathogens (BBP)

This policy pertains to spills and cleanup of blood or other body fluids. It is not a first aid/emergency response procedure.

Treatment of Students

Each staff member will be required to complete a BBP course and will be equipped with a first aid kit. Staff will be instructed to prevent exposure to themselves by utilizing the kits if they must treat a student. Staff should follow the protocol of the site where the cleanup is needed (test site, field trip, etc.). If cleanup is needed during a Learning Period Meeting, the Elite Educator can provide the first aid kit to the parent/guardian for their use. All staff must contact their supervisor when an event requiring the use of their first aid kit was needed. First aid kits will be replaced as necessary.

School Office

Procedure

1. In the event of a serious injury resulting in the release of blood or other body fluids which could contain pathogens (e.g., HIV or HBV), the first step is to treat the injured party. All personnel will have completed the Safe Schools Bloodborne Pathogens course in order to prevent exposure.
2. Spilled body fluids should not be cleaned up without the appropriate protective equipment and materials specifically designated for such fluids. In the case where spilled body fluids need clean-up, this procedure must be followed by all personnel:
 - Advise the most senior employee on duty. They should be aware of the individual(s) doing the actual clean-up and the purpose of the cleanup.
 - Clean up the spilled fluids as follows:
 - Put on protective gloves.
 - Spread the absorbent material on the spilled body fluids, (e.g., paper towels) or use the Bloodborne Pathogens Spill kit.
 - Neutralize the potential pathogens with a 10% bleach-with-water solution or use the solution provided in the Emergency First Responder Pack. Cover the spill for 15 minutes.
 - Use paper towels to pick up material as best possible. Place all potentially contaminated materials in a leak-proof plastic bag.

- Sweep/mop up any additional neutralized/absorbed fluids and place them in the leak-proof bag.
 - Clean sweep/mop materials with hot, soapy water. Lastly, remove gloves from inside-out and place them in the bag.
 - Secure the bag and discard it as other trash.
 - Wash hands thoroughly in hot, soapy water.
3. After all activity is completed, an Incident Report is to be completed as necessary and submitted to the Director.

Section 4: Expectations of Conduct

It is important that all students, parents/guardians, and staff understand the conduct expected at Elite Academic Academy in order to ensure that all parties feel safe.

Students

Elite Academic Academy believes that all students have the right to be educated in a positive learning environment free from disruptions. At school activities, students shall be expected to exhibit appropriate conduct that does not infringe upon the rights of others or interfere with the school program.

Behavior is considered appropriate when students are diligent in study, careful with school property, courteous, and respectful towards Elite Educators, other staff, students and volunteers. Every effort is made at each site to ensure students are aware of the expected behaviors at a school-organized event.

Parents/Guardians

The school developed a Civility Policy in light of defining the appropriate conduct for parents/guardians in relation to school-related interactions as well as a guide to the proper responses in light of a disruption. Please see the Elite Academic Academy Parent-Student Handbook.

Staff

Staff conduct is equally important, and staff must exhibit professionalism at all times. Because we consider all school staff to be representatives of Elite Academic Academy, the school outlines standards of conduct for all staff members in the employee handbook, and defines expectations surrounding the following areas:

- Workplace violence
- Prohibited conduct

- Physical Contact with Students and Other Staff Members
- Off-duty conduct
- Drug and Alcohol-Free Workplace and Awareness Program
- Tobacco-Free Workplace
- Punctuality and Attendance
- Professionalism
- Dress Code
- Gifts to Employees
- Fee and Cash Collection
- Tuition Assistance
- Building Security

Bullying Policy

The school recognizes the harmful effects of discrimination, harassment, intimidation, and bullying on student learning and works to provide a safe school culture that protects students from physical and emotional harm. Bullying creates a hostile environment in schools if it sufficiently and severely interferes with or limits a student's ability to participate in or benefit from the services, activities, or opportunities offered by the school. The school will establish student safety at all school-related functions as a high priority and will not tolerate discrimination, harassment, intimidation, and/or bullying of any student.

No student or group of students shall, through physical, written, verbal, non-verbal, gestural, or other means, harass, sexually harass, threaten, intimidate, cyberbully, cybersexual bully, cause bodily injury to, or commit hate violence against any other student or school personnel. This includes acts of discrimination, harassment, intimidation, and bullying related to school activity or school attendance occurring within a school under the jurisdiction of the Director of Elite Academic Academy.

Note: Pursuant to Education Code 32261 48900 and 48900.2-48900.4, the definition of "bullying" for purposes of establishing grounds for suspension or expulsion includes bullying via an electronic act. AB 746 (Ch. 72, Statutes of 2011) amended Education Code 32261 AB 1732 (Ch. 157, Statutes of 2012) amended Education Code 48900 to expand the definition of bullying committed by means of an electronic act to include posting of messages on social media networks; see AR 5144.1 - Suspension and Expulsion/Due Process Involuntary Transfer Back to the District of Residence/Due Process.

In addition, Penal Code 653.2 makes it a crime for a person to distribute personal identity

information electronically with the intent to cause harassment by a third party and to threaten a person's safety or that of his/her family (e.g., placing a person's picture or address online so that he/she receives harassing messages).

Penal Code 288.2 makes it a crime to send a message to a minor if the message contains matter that is sexual in nature with the intent of seducing the minor (i.e., sexting). Cyberbullying and cybersexual bullying is an act of bullying committed through the transmission of a message, text, sound, or image by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or another wireless communication device, or computer. Cyberbullying includes the transmission of harassing communications, direct threats, or other harmful texts, sounds, or images on the Internet, social media, or other technologies using a telephone, computer, or any wireless communication device.

Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation via a post on a social network Internet Web site, including not limited to posting to or creating a burn page, creating a credible impersonation of another actual pupil, or creating a false profile.

Cybersexual bullying includes, but is not limited to, focusing on the person's appearance, body parts, sexual orientation, or sexual activity through the use of technology.

Bullying Prevention, Intervention and Reporting

School staff will have access to Safe Schools online training related to the professional development of detecting warning signs, effective prevention strategies, and intervention skills.

School staff who witnesses an act of discrimination, harassment, intimidation, bullying, hazing, or teasing shall take immediate steps to intervene to stop the incident when it is safe to do so (Education Code 234.1.1b) and notify a Director. As appropriate, the Director, or the Director's designee, will notify the parents/guardians of victims and perpetrators. The Director or the Director's designee also may involve counselors and/or law enforcement as necessary.

Students are encouraged to notify school staff when they are being discriminated against, harassed, intimidated, bullied, hazed, or teased or suspect that another student is being victimized.

Hate Crime Reporting

Hate crimes occur when a perpetrator targets a victim because of his or her membership in a certain social group, usually defined by racial group, religion, sexual orientation, disability, ethnicity, nationality, age, gender, gender identity, or political affiliation.

Hate crimes can take many forms. Incidents may involve but are not limited to, physical assault, damage to property, bullying, harassment, verbal abuse or insults, or offensive graffiti or letters.

Intervention and Reporting

1. Any student or employee who believes that he/she is a victim of hate-motivated behavior shall immediately contact the appropriate staff, Director, or the Director's designee; or, if an employee, Human Resources.
2. Staff who are informed of hate-motivated behavior or personally observe such behavior shall notify the Director, or the Director's designee; or, if regarding another employee, Human Resources.
3. Law enforcement will be notified by the Director, or Human Resources if it is determined that a hate-motivated crime occurred.
4. The staff has access to Safe Schools training to recognize hate-motivated behavior and methods of handling such behavior inappropriate ways.

Notifying Staff of Dangerous Pupils

Per California Ed. Code 49079 and in an effort to ensure the safety of all employees, the school will notify the Elite Educator or any additional staff as necessary in writing if a pupil has engaged in, or is reasonably suspected to have engaged in, any of the acts described in any of the subdivisions, except subdivision (h), of Section 48900 or in Section 48900.2, 48900.3, 48900.4, or 48900.7 as outlined below:

- Caused, attempted to cause, or threatened to cause physical injury to another person.
- Willfully used force or violence upon the person of another, except in self-defense.
- Possessed, sold, or otherwise furnished a firearm, knife, explosive, or other dangerous objects, unless, in the case of possession of an object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the Director, or the designee of the Director.
- Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, a controlled substance, an alcoholic beverage, or an intoxicant of any kind.
- Unlawfully offered, arranged, or negotiated to sell a controlled substance, an alcoholic beverage, or an intoxicant of any kind, and either sold, delivered or otherwise furnished to a person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.

- Committed or attempted to commit robbery or extortion.
- Caused or attempted to cause damage to school property or private property.
- Stole or attempted to steal school property or private property.
- Committed an obscene act or engaged in habitual profanity or vulgarity.
- Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.
- Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.
- Knowingly received stolen school property or private property.
- Possessed an imitation firearm which would be a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- Committed or attempted to commit a sexual assault or committed a sexual battery.
- Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for purposes of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.
- Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drugs.
- Engaged in, or attempted to engage in, hazing. "Hazing" being a method of initiation or preinitiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, that is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this subdivision, "hazing" does not include athletic events or school-sanctioned events.
- Engaged in an act of bullying. "Bullying" being any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:
 - Placing a reasonable pupil or pupils in fear of harm to that pupil or those pupils' person or property.

- Causing a reasonable pupil to experience a substantially detrimental effect on his or her physical or mental health.
- Causing a reasonable pupil to experience substantial interference with his or her academic performance.
- Causing a reasonable pupil to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by a school.
- A pupil who aids or abets the infliction or attempted infliction of physical injury to another person.
- "Electronic act" means the creation or transmission originated on or off the school site, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:
 - A message, text, sound, or image.
 - A post on a social network Internet Web site including, but not limited to:
 - Posting to or creating a "burn page."
 - Creating a credible impersonation of another actual pupil
 - Creating a false profile
 - An electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet.
- "Reasonable pupil" means a pupil, including, but not limited to, an exceptional needs pupil, who exercises average care, skill, and judgment in conduct for a person of his or her age, or for a person of his or her age with his or her exceptional needs.

Additional Requirements and Liability as per Ed. Code 49079:

- A. A school district, or school district officer or employee, is not civilly or criminally liable for providing information under this section unless it is proven that the information was false and that the district or district officer or employee knew or should have known that the information was false, or the information was provided with a reckless disregard for its truth or falsity.
- B. An officer or employee of a school who knowingly fails to provide information about a pupil who has engaged in, or who is reasonably suspected to have engaged in, the acts referred to in subdivision (a) is guilty of a misdemeanor, which is punishable by confinement in the county jail for a period not to exceed six months, or by a fine not to exceed one thousand dollars (\$1,000), or both.

C. Any information received by a teacher or staff pursuant to this section shall be received in confidence for the limited purpose for which it was provided and shall not be further disseminated by the employee.

APPENDIX A: School Pathways Student Emergency Card

Emergency Card		Currently Assigned Staff:			
Student Name:	Gender:	Grade:	Birthdate:	Age:	Student ID:
Physical Street Address:	City:			State:	Zip:
Mailing Address:	City:			State:	Zip:

Parent/Guardian	
Parent/Guardian Name:	Relationship:
Address:	Home Phone:
	Cell Phone:
	Work Phone:
	Email:
Parent/Guardian Name:	Relationship:
Address:	Home Phone:
	Cell Phone:
	Work Phone:
	Email:
Person(s) authorized to pickup student from school:	
Custody issue regarding the student:	
Legal restrictions for any parent:	

Emergency Contacts			
<i>(Relatives/neighbors/friends who will assume temporary care of your child if you cannot be reached)</i>			
Contact 1 Name:	Relationship to student:	Phone Number 1:	Phone Number 2:
Contact 2 Name:	Relationship to student:	Phone Number 1:	Phone Number 2:

Other Children in Family					
Name	Gender	Year Born	School Currently Attending	over 18	Relationship to student
				<input type="checkbox"/>	
				<input type="checkbox"/>	
				<input type="checkbox"/>	
				<input type="checkbox"/>	
				<input type="checkbox"/>	

Student: ; ; Currently Assigned Staff: ;

Health Information

Medications taken by student at School or at Home (written authorization from doctor required for medications taken at school):

--

Other Health Condition:

--

What action is to be taken if student has a complication due to his/her allergic condition or other health condition (Please be specific):

--

Known Conditions: (check all that apply)

<input type="checkbox"/> Asthma <input type="checkbox"/> Bee Sting Allergy <input type="checkbox"/> Diabetes <input type="checkbox"/> Epilepsy <input type="checkbox"/> Heart Condition <input type="checkbox"/> Nas Allergy <input type="checkbox"/> Seizures <input type="checkbox"/> Other (Please Specify Below)	<input type="checkbox"/> Known hearing problems <input type="checkbox"/> Preferential seating <input type="checkbox"/> Wear hearing aid	<input type="checkbox"/> Glasses to be worn at all times <input type="checkbox"/> Known eye condition/defect in vision <input type="checkbox"/> Wear contact lenses <input type="checkbox"/> Wear glasses
---	---	--

Insurance

Health Insurance Carrier:	Insurance ID or Policy #:	Hospital Preference:
---------------------------	---------------------------	----------------------

Physician

Name of Physician:	Address:	Phone:
Vision (ist Dr):		
Hearing (ist Dr):		

Parent Signature

In case of accident or other emergency, if parent or guardian cannot be reached, I hereby authorize a representative of the school to make such arrangements as he/she considers necessary for my child to receive medical or hospital care, including necessary transportation.

Under such circumstances, I further authorize the physician named above to undertake such acts and treatment of my child as he/she considers necessary. In the event said doctor is not available, I authorize such care and treatment to be performed by any licensed physician or surgeon.

I certify that all of the statements and information given above are true and correct to the best of my knowledge.

The undersigned hereby agrees to bear all costs incurred as a result of the foregoing. This authorization will remain in effect until revoked by the undersigned in writing.

Signature of Parent or Guardian:

Date:

Student: ; Currently Assigned Staff: ;

2

APPENDIX B: [Child Abuse Report Form](#)

Print	SUSPECTED CHILD ABUSE REPORT	Reset Form
To Be Completed by Mandated Child Abuse Reporters Pursuant to Penal Code Section 11166		CASE NAME: _____
PLEASE PRINT OR TYPE		CASE NUMBER: _____
A. REPORTING PARTY	NAME OF MANDATED REPORTER _____ TITLE _____	
	REPORTER'S BUSINESS/AGENCY NAME AND ADDRESS _____ Street _____ City _____ Zip _____	
	REPORTER'S TELEPHONE (DAYTIME) _____ ()	SIGNATURE _____ TODAY'S DATE _____
B. REPORT NOTIFICATION	<input type="checkbox"/> LAW ENFORCEMENT <input type="checkbox"/> COUNTY PROBATION AGENCY _____	
	<input type="checkbox"/> COUNTY WELFARE / CPS (Child Protective Services)	
	ADDRESS _____ Street _____ City _____ Zip _____	DATE/TIME OF PHONE CALL _____
OFFICIAL CONTACTED - TITLE _____		TELEPHONE _____ ()
C. VICTIM <small>One report per victim</small>	NAME (LAST, FIRST, MIDDLE) _____	
	BIRTHDATE OR APPROX. AGE _____ SEX _____ ETHNICITY _____	
	ADDRESS _____ Street _____ City _____ Zip _____	
	TELEPHONE _____ ()	
	PRESENT LOCATION OF VICTIM _____	SCHOOL _____ CLASS _____ GRADE _____
	PHYSICALLY DISABLED? <input type="checkbox"/> YES <input type="checkbox"/> NO	DEVELOPMENTALLY DISABLED? <input type="checkbox"/> YES <input type="checkbox"/> NO
OTHER DISABILITY (SPECIFY) _____		
PRIMARY LANGUAGE SPOKEN IN HOME _____		
IN FOSTER CARE? <input type="checkbox"/> YES <input type="checkbox"/> NO	IF VICTIM WAS IN OUT-OF-HOME CARE AT TIME OF INCIDENT, CHECK TYPE OF CARE:	
<input type="checkbox"/> DAY CARE <input type="checkbox"/> CHILD CARE CENTER <input type="checkbox"/> FOSTER FAMILY HOME <input type="checkbox"/> FAMILY FRIEND	TYPE OF ABUSE (CHECK ONE OR MORE)	
<input type="checkbox"/> NO	<input type="checkbox"/> PHYSICAL <input type="checkbox"/> MENTAL <input type="checkbox"/> SEXUAL <input type="checkbox"/> NEGLECT	
<input type="checkbox"/> GROUP HOME OR INSTITUTION <input type="checkbox"/> RELATIVE'S HOME		<input type="checkbox"/> OTHER (SPECIFY) _____
RELATIONSHIP TO SUSPECT _____	PHOTOS TAKEN? <input type="checkbox"/> YES <input type="checkbox"/> NO	DID THE INCIDENT RESULT IN THE VICTIM'S DEATH? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN
D. INVOLVED PARTIES	VICTIMS - SIBLINGS	
	NAME _____ BIRTHDATE _____ SEX _____ ETHNICITY _____	
	1. _____ 3. _____	
	2. _____ 4. _____	
	VICTIMS - PARENTS/GUARDIANS	
	NAME (LAST, FIRST, MIDDLE) _____	
	BIRTHDATE OR APPROX. AGE _____ SEX _____ ETHNICITY _____	
	ADDRESS _____ Street _____ City _____ Zip _____	
	HOME PHONE _____ ()	BUSINESS PHONE _____ ()
	NAME (LAST, FIRST, MIDDLE) _____	
BIRTHDATE OR APPROX. AGE _____ SEX _____ ETHNICITY _____		
ADDRESS _____ Street _____ City _____ Zip _____		
HOME PHONE _____ ()	BUSINESS PHONE _____ ()	
SUSPECT		
SUSPECT'S NAME (LAST, FIRST, MIDDLE) _____		
BIRTHDATE OR APPROX. AGE _____ SEX _____ ETHNICITY _____		
ADDRESS _____ Street _____ City _____ Zip _____		
TELEPHONE _____ ()		
OTHER RELEVANT INFORMATION _____		
E. INCIDENT INFORMATION	IF NECESSARY, ATTACH EXTRA SHEET(S) OR OTHER FORM(S) AND CHECK THIS BOX <input type="checkbox"/> IF MULTIPLE VICTIMS, INDICATE NUMBER _____	
	DATE / TIME OF INCIDENT _____	PLACE OF INCIDENT _____
	NARRATIVE DESCRIPTION (What victim(s) said/what the mandated reporter observed/what person accompanying the victim(s) said/writer or past incidents involving the victim(s) or suspect)	

SS 8572 (Rev. 12/02)

DEFINITIONS AND INSTRUCTIONS ON REVERSE

DO NOT submit a copy of this form to the Department of Justice (DOJ). The investigating agency is required under Penal Code Section 11169 to submit to DOJ a Child Abuse Investigation Report Form SS 8583 if (1) an active investigation was conducted and (2) the incident was determined not to be unfounded.

WHITE COPY-Police or Sheriff's Department; BLUE COPY-County Welfare or Probation Department; GREEN COPY-District Attorney's Office; YELLOW COPY-Reporting Party

Section 5: INJURY AND ILLNESS PREVENTION PROGRAM FOR ELITE ACADEMIC ACADEMY ADDENDUM

INJURY AND ILLNESS PREVENTION PROGRAM FOR ELITE ACADEMIC ACADEMY ADDENDUM

COVID-19 Prevention Program (CPP)

This CPP is designed to control exposures to the SARS-CoV-2 virus that may occur in our workplace.

Authority and Responsibility

Ms. Meghan Freeman, CEO has overall authority and responsibility for implementing the provisions of this CPP in our workplace. In addition, all managers and supervisors are responsible for implementing and maintaining the CPP in their assigned work areas and for ensuring employees receive answers to questions about the program in a language they understand.

All employees are responsible for using safe work practices, following all directives, policies and procedures, and assisting in maintaining a safe work environment.

Identification and Evaluation of COVID-19 Hazards

We will implement the following in our workplace:

- Conduct workplace-specific evaluations using the **Appendix A: Identification of COVID-19 Hazards** form.
- Evaluate employees' potential workplace exposures to all persons at, or who may enter, our workplace.
- Review applicable orders and general and industry-specific guidance from the State of California, Cal/OSHA, and the local health department related to COVID-19 hazards and prevention.
- Evaluate existing COVID-19 prevention controls in our workplace and the need for different or additional controls.
- Conduct periodic inspections using the **Appendix B: COVID-19 Inspections form** as needed to identify unhealthy conditions, work practices, and work procedures related to COVID-19 and to ensure compliance with our COVID-19 policies and procedures.

Employee participation

Employees and their authorized employees' representatives are encouraged to participate in the identification and evaluation of COVID-19 hazards by: contacting their superior or Human Resources should they suspect a COVID-19 workplace hazard. Additionally, we will utilize the approved IIPP plan to conduct and record workplace evaluations.

Employee screening

We directly screen employees when they come to work, by having them self-screen according to CDPH guidelines. We ensure that face coverings are used during screening by both screeners and employees and that temperatures are measured, using non-contact

thermometers.

Correction of COVID-19 Hazards

Unsafe or unhealthy work conditions, practices, or procedures, will be documented on the **Appendix B: COVID-19 Inspections** form, and corrected in a timely manner based on the severity of the hazards, as follows:

- The severity of the hazard will be assessed and correction time frames assigned, accordingly.
- Individuals are identified as being responsible for timely correction.
- Follow-up measures are taken to ensure timely correction.

Control of COVID-19 Hazards

Physical Distancing

Where possible, we ensure at least six feet of physical distancing at all times in our workplace by:

- Eliminating the need for workers to be in the workplace – e.g., telework or other remote work arrangements.
- Reducing the number of persons in an area at one time, including visitors.
- Staggered arrival, departure, work, and break times.
- Adjusted work processes or procedures, such as reducing production speed, to allow greater distance between employees.
- Reference section 3205(c)(6) for details]

Individuals will be kept as far apart as possible when there are situations where six feet of physical distancing cannot be achieved.

Face Coverings

We provide clean, undamaged face coverings and ensure they are properly worn by employees over the nose and mouth when indoors, and when outdoors and less than six feet away from another person, including non-employees, and where required by orders from the California Department of Public Health (CDPH) or local health department. PPE will be available at all times to employees and those who are found to not be wearing PPE at any time will be asked to do so, or be asked to return home until they agree to return to the worksite in compliance.

The following are exceptions to the use of face coverings in our workplace:

- When an employee is alone in a room.
- While eating and drinking at the workplace, provided employees are at least six feet apart and outside air supply to the area, if indoors, has been maximized to the extent possible.
- Employees wearing respiratory protection in accordance with CCR Title 8 section 5144 or other safety orders.
- Employees who cannot wear face coverings due to a medical or mental health condition or disability, or who are hearing-impaired or communicating with a hearing-impaired person. Alternatives will be considered on a case-by-case basis.

Any employee not wearing a face covering, face shield with a drape or other effective alternative, or respiratory protection, for any reason, shall be at least six feet apart from all other persons unless the unmasked employee is tested at least twice weekly for COVID-19.

Engineering controls

We maximize, to the extent feasible, the quantity of outside air for our buildings with mechanical or natural ventilation systems by:

- We will allow staff to prop the front door open for at least half of the work day to allow for outside air to filter through the offices.
- We will be installing external air filtration systems within our offices.

Cleaning and disinfecting

We implement the following cleaning and disinfection measures for frequently touched surfaces:

- OSHA approved cleaning supplies have been provided to all staff and we have trained and

- instructed that they should sanitize a common area at least twice daily.
- We have an outside professional cleaning company clean our offices once weekly to ensure maximum sanitization.

Should we have a COVID-19 case in our workplace, we will implement the following procedures:

The area will be properly sanitized with OSHA approved cleaning supplies by a trained and appointed staff member, who will wear safety gloves provided by our organization.

Additionally, we will call for an

emergency professional cleaning of the full offices in the case of a positive COVID-19 test case.

Shared tools, equipment and personal protective equipment (PPE)

PPE must not be shared, e.g., gloves, goggles and face shields.

Items that employees come in regular physical contact with, such as phones, headsets, desks, keyboards, writing materials, instruments and tools must also not be shared, to the extent feasible. Where there must be sharing, the items will be disinfected between uses by utilizing OSHA approved cleaning supplies which have been provided to all staff; and we have trained and instructed staff that they should sanitize common areas at least twice daily.

Sharing of vehicles will be minimized to the extent feasible, and high-touch points (for example, steering wheel, door handles, seat belt buckles, armrests, shifter, etc.) will be disinfected between users. Should staff members need to travel to the same location in one vehicle, proper sanitization procedures will be followed before and after the shared ride. They will also be required to wear all PPE while in the shared vehicle together, and less than 6 feet apart. When possible, staff will use their own vehicle to transport themselves to a shared location.

Hand sanitizing

In order to implement effective hand sanitizing procedures, we:

- Evaluated handwashing facilities.
- Encourage and allow time for employee handwashing.
- Provide employees with an effective hand sanitizer, and prohibit hand sanitizers that contain methanol (i.e. methyl alcohol).
- Encourage employees to wash their hands for at least 20 seconds each time.

Personal protective equipment (PPE) used to control employees' exposure to COVID-19

We evaluate the need for PPE (such as gloves, goggles, and face shields) as required by CCR Title 8, section 3380, and provide such PPE as needed.

When it comes to respiratory protection, we evaluate the need in accordance with CCR Title 8 section 5144 when the physical distancing requirements are not feasible or maintained. [Reference section [3205\(c\)\(E\)](#) for details on required respirator and eye protection use.]

We provide and ensure use of eye protection and respiratory protection in accordance with section 5144 when employees are exposed to procedures that may aerosolize potentially infectious material such as saliva or respiratory tract fluids. [Delete if not applicable to your workplace.]

Investigating and Responding to COVID-19 Cases

This will be accomplished by using the **Appendix C: Investigating COVID-19 Cases** form. Employees who had potential COVID-19 exposure in our workplace will be:

- Offered COVID-19 testing at no cost during their working hours.
- Be provided with the information on benefits described in Training and Instruction, and Exclusion of COVID-19 Cases, below.

System for Communicating

Our goal is to ensure that we have effective two-way communication with our employees, in a form they can readily understand, and that it includes the following information:

- Employees should report COVID-19 symptoms and possible hazards to Human Resources (hr@eliteacademic.com) and/or their Director, immediately; including

during non-work hours.

- Employees can report symptoms and hazards without fear of reprisal.
- Where testing is not required, how employees can access COVID-19 testing through regional and

private testing facilities in their home area.

- In the event we are required to provide testing because of a workplace exposure or outbreak, we will communicate the plan for providing testing and inform affected employees of the reason for the testing and the possible consequences of a positive test. [If you are required to provide testing because of an employee exposure, have a plan for how this will be accomplished at no cost to the employee during working hours, including when the testing is in response to CCR Title 8 section 3205.1, Multiple COVID-19 Infections and COVID-19 Outbreaks, as well as section 3205.2, Major COVID-19 Outbreaks. It is recommended that the plan be developed in advance for large or high-risk workplaces.]
- Information about COVID-19 hazards employees (including other employers and individuals in contact with our workplace) may be exposed to, what is being done to control those hazards, and our COVID-19 policies and procedures.
- Communication via company memo and email will be issued to any and all affected parties should a positive COVID-19 test occur within the organization.

Training and Instruction

We will provide effective training and instruction that includes:

- Our COVID-19 policies and procedures to protect employees from COVID-19 hazards.
- Information regarding COVID-19-related benefits to which the employee may be entitled under applicable federal, state, or local laws.
- The fact that:
 - COVID-19 is an infectious disease that can be spread through the air.
 - COVID-19 may be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth.
 - An infectious person may have no symptoms.
- Methods of physical distancing of at least six feet and the importance of combining physical distancing with the wearing of face coverings.
- The fact that particles containing the virus can travel more than six feet, especially indoors, so physical distancing must be combined with other controls, including face coverings and hand hygiene, to be effective.
- The importance of frequent hand washing with soap and water for at least 20 seconds and using hand sanitizer when employees do not have immediate access to a sink or hand washing facility, and that hand sanitizer does not work if the hands are soiled.
- Proper use of face coverings and the fact that face coverings are not respiratory protective equipment - face coverings are intended to primarily protect other individuals from the wearer of the face covering.
- COVID-19 symptoms, and the importance of obtaining a COVID-19 test and not coming to work if the employee has COVID-19 symptoms.

Appendix D: COVID-19 Training Roster will be used to document this training.

Exclusion of COVID-19 Cases

Where we have a COVID-19 case in our workplace, we will limit transmission by:

- Ensuring that COVID-19 cases are excluded from the workplace until our return-to-work requirements are met.
- Excluding employees with COVID-19 exposure from the workplace for 14 days after the last known COVID-19 exposure to a COVID-19 case.
- Continuing and maintaining an employee's earnings, seniority, and all other employee rights and benefits whenever we've demonstrated that the COVID-19 exposure is work related by

communicating to the employee the current amount of sick time hours available to them based on their personal accruals, as well as the allotted 80 hours of COVID-19 sick time available to them. Additionally, we offer information to employees that they may be eligible to receive FFCRA through the State of California. Providing employees at the time of exclusion with information on available benefits.

Reporting, Recordkeeping, and Access

It is our policy to:

- Report information about COVID-19 cases at our workplace to the local health department whenever required by law, and provide any related information requested by the local health department.
- Report immediately to Cal/OSHA any COVID-19-related serious illnesses or death, as defined under CCR Title 8 section 330(h), of an employee occurring in our place of employment or in connection with any employment.
- Maintain records of the steps taken to implement our written COVID-19 Prevention Program in accordance with CCR Title 8 section 3203(b).
- Make our written COVID-19 Prevention Program available at the workplace to employees, authorized employee representatives, and to representatives of Cal/OSHA immediately upon request.
- Use the **Appendix C: Investigating COVID-19 Cases** form to keep a record of and track all COVID-19 cases. The information will be made available to employees, authorized employee representatives, or as otherwise required by law, with personal identifying information removed.

Return-to-Work Criteria

- COVID-19 cases with COVID-19 symptoms will not return to work until all the following have occurred:
 - At least 24 hours have passed since a fever of 100.4 or higher has resolved without the use of fever-reducing medications.
 - COVID-19 symptoms have improved.
 - At least 10 days have passed since COVID-19 symptoms first appeared.
- COVID-19 cases who tested positive but never developed COVID-19 symptoms will not return to work until a minimum of 10 days have passed since the date of specimen collection of their first positive COVID-19 test.
- A negative COVID-19 test will not be required for an employee to return to work.
- If an order to isolate or quarantine an employee is issued by a local or state health official, the employee will not return to work until the period of isolation or quarantine is completed or the order is lifted. If no period was specified, then the period will be 10 days from the

time the order to isolate was effective, or 14 days from the time the order to quarantine was effective.

Meghan Freeman, CEO

2/1/
2021
Date

Appendix A: Identification of COVID-19 Hazards

All persons, regardless of symptoms or negative COVID-19 test results, will be considered potentially infectious. Particular attention will be paid to areas where people may congregate or come in contact with one another, regardless of whether employees are performing an assigned work task or not. For example: meetings, entrances, bathrooms, hallways, aisles, walkways, elevators, break or eating areas, cool-down areas, and waiting areas.

Evaluation of potential workplace exposure will be to all persons at the workplace or who may enter the workplace, including coworkers, employees of other entities, members of the public, customers or clients, and independent contractors. We will consider how employees and other persons enter, leave, and travel through the workplace, in addition to addressing fixed work locations.

Person conducting the evaluation:

Date:

Name(s) of employee and authorized employee representative that participated:

Interaction, area, activity, work task, process, equipment and material that potentially exposes employees to COVID-19 hazards	Places and times	Potential for COVID-19 exposures and employees affected, including members of the public and employees of other employers	Existing and/or additional COVID-19 prevention controls, including barriers, partitions and ventilation

Appendix B: COVID-19 Inspections

Date:

Name of person conducting the

inspection: Work location evaluated:

Exposure Controls	Status	Person Assigned to Correct	Date Corrected
Engineering			
Barriers/partitions			
Ventilation (amount of fresh air and filtration maximized)			
Additional room air filtration			
Administrative			
Physical distancing			
Surface cleaning and disinfection (frequently enough and adequate supplies)			
Hand washing facilities (adequate numbers and supplies)			
Disinfecting and hand sanitizing solutions being used according to manufacturer instructions			
PPE (not shared, available and being worn)			
Face coverings (cleaned sufficiently often)			
Gloves			
Face shields/goggles			
Respiratory protection			

Appendix C: Investigating COVID-19 Cases

All personal identifying information of COVID-19 cases or symptoms will be kept confidential. All COVID-19 testing or related medical services provided by us will be provided in a manner that ensures the confidentiality of employees, with the exception of unredacted information on COVID-19 cases that will be provided immediately upon request to the local health department, CDPH, Cal/OSHA, the National Institute for Occupational Safety and Health (NIOSH), or as otherwise required by law.

All employees' medical records will also be kept confidential and not disclosed or reported without the employee's express written consent to any person within or outside the workplace, with the following exceptions: (1) Unredacted medical records provided to the local health department, CDPH, Cal/OSHA, NIOSH, or as otherwise required by law immediately upon request; and (2) Records that do not contain individually identifiable medical information or from which individually identifiable medical information has been removed.

Date:

Name of person conducting the investigation:

Employee (or non-employee*) name:		Occupation (if non-employee, why they were in the workplace):	
Location where employee worked (or non-employee was present in the workplace):		Date investigation was initiated:	
Was COVID-19 test offered?		Name(s) of staff involved in the investigation:	
Date and time the COVID-19 case was last present in the workplace:		Date of the positive or negative test and/or diagnosis:	
Date the case first had one or more COVID-19 symptoms:		Information received regarding COVID-19 test results and onset of symptoms (attach documentation):	

<p style="text-align: center;">Results of the evaluation of the COVID-19 case and all locations at the workplace that may have been visited by the COVID-19 case during the high-risk exposure period, and who may have been exposed (attach additional information):</p>	
--	--

Notice given (within one business day, in a way that does not reveal any personal identifying information of the COVID-19 case) of the potential COVID-19 exposure to:		
<p style="text-align: center;">All employees who may have had COVID-19 exposure and their authorized representatives.</p>	Date:	
	Names of employees that were notified:	
<p style="text-align: center;">Independent contractors and other employers present at the workplace during the high-risk exposure period.</p>	Date:	
	Names of individuals that were notified:	

What were the workplace conditions that could have contributed to the risk of COVID-19 exposure?		What could be done to reduce exposure to COVID-19?	
Was local health department notified?		Date:	

*Should an employer be made aware of a non-employee infection source COVID-19 status.

Appendix D: COVID-19 Training Roster

Date:

Person that conducted the training:

Employee Name	Signature

Additional Consideration #1

Multiple COVID-19 Infections and COVID-19 Outbreaks

This section of CPP will stay in effect until there are no new COVID-19 cases detected in our workplace for a 14-day period.

COVID-19 testing

- We will provide COVID-19 testing to all employees in our exposed workplace except for employees who were not present during the period of an outbreak identified by a local health department or the relevant 14-day period. COVID-19 testing will be provided at no cost to employees during employees' working hours.
- COVID-19 testing consists of the following:
 - All employees in our exposed workplace will be immediately tested and then tested again one week later. Negative COVID-19 test results of employees with COVID-19 exposure will not impact the duration of any quarantine period required by, or orders issued by, the local health department.
 - After the first two COVID-19 tests, we will continue to provide COVID-19 testing of employees who remain at the workplace at least once per week, or more frequently if recommended by the local health department, until there are no new COVID-19 cases detected in our workplace for a 14-day period.
 - We will provide additional testing when deemed necessary by Cal/OSHA.

Exclusion of COVID-19 cases

We will ensure COVID-19 cases and employees who had COVID-19 exposure are excluded from the workplace in accordance with our CPP **Exclusion of COVID-19 Cases** and **Return to Work Criteria** requirements, and local health officer orders if applicable.

Investigation of workplace COVID-19 illness

We will immediately investigate and determine possible workplace-related factors that contributed to the COVID-19 outbreak in accordance with our CPP **Investigating and Responding to COVID-19 Cases**.

COVID-19 investigation, review and hazard correction

In addition to our CPP **Identification and Evaluation of COVID-19 Hazards** and **Correction of COVID-19 Hazards**, we will immediately perform a review of potentially relevant COVID-19 policies, procedures, and controls and implement changes as needed to prevent further spread of COVID-19.

The investigation and review will be documented and include:

- Investigation of new or unabated COVID-19 hazards including:
 - Our leave policies and practices and whether employees are discouraged from remaining home when sick.
 - Our COVID-19 testing policies.
 - Insufficient outdoor air.
 - Insufficient air filtration.
 - Lack of physical distancing.
- Updating the review:
 - Every thirty days that the outbreak continues.
 - In response to new information or to new or previously unrecognized COVID-19 hazards.
 - When otherwise necessary.

- Implementing changes to reduce the transmission of COVID-19 based on the investigation and review. We will consider:
 - Moving indoor tasks outdoors or having them performed remotely.
 - Increasing outdoor air supply when work is done indoors.

- Improving air filtration.
- Increasing physical distancing as much as possible.
- Respiratory protection.
- [describe other applicable controls].

Notifications to the local health department

- Immediately, but no longer than 48 hours after learning of three or more COVID-19 cases in our workplace, we will contact the local health department for guidance on preventing the further spread of COVID-19 within the workplace.
- We will provide to the local health department the total number of COVID-19 cases and for each COVID-19 case, the name, contact information, occupation, workplace location, business address, the hospitalization and/or fatality status, and North American Industry Classification System code of the workplace of the COVID-19 case, and any other information requested by the local health department. We will continue to give notice to the local health department of any subsequent COVID-19 cases at our workplace.

Additional Consideration #2

Major COVID-19

Outbreaks

This section of CPP will stay in effect until there are no new COVID-19 cases detected in our workplace for a 14-day period.

COVID-19 testing

We will provide twice a week COVID-19 testing, or more frequently if recommended by the local health department, to all employees present at our exposed workplace during the relevant 30-day period(s) and who remain at the workplace. COVID-19 testing will be provided at no cost to employees during employees' working hours.

Exclusion of COVID-19 cases

We will ensure COVID-19 cases and employees with COVID-19 exposure are excluded from the workplace in accordance with our CPP **Exclusion of COVID-19 Cases** and **Return to Work Criteria**, and any relevant local health department orders.

Investigation of workplace COVID-19 illnesses

We will comply with the requirements of our CPP **Investigating and Responding to COVID-19 Cases**.

COVID-19 hazard correction

In addition to the requirements of our CPP **Correction of COVID-19 Hazards**, we will take the following actions:

- In buildings or structures with mechanical ventilation, we will filter recirculated air with Minimum Efficiency Reporting Value (MERV) 13 or higher efficiency filters if compatible with the ventilation system. If MERV-13 or higher filters are not compatible with the ventilation system, we will use filters with the highest compatible filtering efficiency. We will also evaluate whether portable or mounted High Efficiency Particulate Air (HEPA) filtration units, or other air cleaning systems would reduce the risk of transmission and implement their use to the degree feasible.
- We will determine the need for a respiratory protection program or changes to an existing respiratory protection program under CCR Title 8 section 5144 to address COVID-19 hazards.

- We will evaluate whether to halt some or all operations at our workplace until COVID-19 hazards have been corrected
- Implement any other control measures deemed necessary by Cal/OSHA.

Notifications to the local health department

We will comply with the requirements of our **Multiple COVID-19 Infections** and **COVID-19 Outbreaks-Notifications to the Local Health Department**.

**COVID-19
School
Guidance
Checklist**

Section 6: 2021 COVID-19 School Guidance Checklist

Date: 01/29/2021

2021 COVID-19 School Guidance Checklist

Elite Academic Academy-Luc

Name of Local Educational Agency
or Equivalent:

Number of schools: 1

Enrollment: 524

Superintendent (or
equivalent) Name: Meghan Freeman Phone Number: 866-354-8302

Address: 43414
Business Park Dr

Temecula, Ca 59937 Email: mfreeman@eliteacademic.

Date of proposed
reopening:

County: San Diego

Current Tier: Purple

Grade
Level
(check
all that
apply)

TK 2nd 5th
 8th 11th

(please indicate Purple, Red, Orange
or Yellow)

K 3rd 6th 9th 12th
 1st 4th 7th 10th

Type of LEA:

Public Charter School

This form and any applicable attachments should be posted publicly on the website of the local educational agency (or equivalent) prior to reopening or if an LEA or equivalent has already opened for in-person instruction. For those in the Purple Tier, materials must additionally be submitted to your local health officer (LHO), local County Office of Education, and the State School Safety Team prior to reopening.

The email address for submission to the State School Safety for All Team for LEAs in Purple Tier is:

K12csp@cdph.ca.gov

LEAs or equivalent in Counties with a case rate $\geq 25/100,000$ individuals can submit materials but cannot re-open a school until the county is below 25 cases per 100,000 (adjusted rate) for 5 consecutive days.

For Local Educational Agencies (LEAs or equivalent) in ALL TIERS:

I, Elite Academic Academy, post to the website of the local educational agency (or equivalent) the COVID Safety Plan, which consists of two elements: the **COVID-19 Prevention Program (CPP)**, pursuant to CalOSHA requirements, and this **CDPH COVID-19 Guidance Checklist** and accompanying documents,

which satisfies requirements for the safe reopening of schools per CDPH [Guidance on Schools](#). For those seeking to open while in the Purple Tier, these plans have also been submitted to the local health officer (LHO) and the State School Safety Team.

I confirm that reopening plan(s) address the following, consistent with guidance from the California Department of Public Health and the local health department:

- Stable group structures (where applicable):** How students and staff will be kept in stable groups with fixed membership that stay together for all activities (e.g., instruction, lunch, recess) and minimize/avoid contact with other groups or individuals who are not part of the stable group.

Please provide specific information regarding:

How many students and staff will be in each planned stable, group structure? (If planning more than one type of group, what is the minimum and maximum number of students and staff in the groups?)

N/A non-classroom based school

If you have departmentalized classes, how will you organize staff and students in stable groups?

N/A non-classroom based school

If you have electives, how will you prevent or minimize in-person contact for members of different stable groups?

N/A non-classroom based school

- Entrance, Egress, and Movement Within the School:** How movement of students, staff, and parents will be managed to avoid close contact and/or mixing of cohorts.

- Face Coverings and Other Essential Protective Gear:** How CDPH's face covering requirements will be satisfied and enforced for

staff and students.

Health Screenings for Students and Staff: How students and staff will be screened for symptoms of COVID-19 and how ill students or staff will be separated from others and sent home immediately.

Healthy Hygiene Practices: The availability of handwashing stations and hand sanitizer, and how their safe and appropriate use will be promoted and incorporated into routines for staff and students.

Identification and Tracing of Contacts: Actions that staff will take when there is a confirmed case. Confirm that the school(s) have designated staff persons to support contact tracing, such as creation and submission of lists of exposed students and staff to the local health department and notification of exposed persons. Each school must designate a person for the local health department to contact about COVID-19.

Physical Distancing: How space and routines will be arranged to allow for physical distancing of students and staff.

Please provide the planned maximum and minimum distance between students in classrooms.

Maximum: _____ feet

Minimum: 6 feet. If this is less than 6 feet, please explain why it is not possible to maintain a minimum of at least 6 feet.

We are a non-classroom based school, children learn from home. Please

Staff Training and Family Education: How staff will be trained and families will be educated on the application and enforcement of the plan.

Testing of Staff: How school officials will ensure that students and staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Below, please describe any planned periodic asymptomatic staff testing cadence.

Staff asymptomatic testing cadence. Please note if testing cadence will differ by tier:

Not applicable, as not classroom based, and we require 10 day quaranti

Testing of Students: How school officials will ensure that students who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions

they will be given while waiting for test results. Below, please describe any planned periodic asymptomatic student testing cadence.

Planned student testing cadence. Please note if testing cadence will differ by tier:

Not applicable, as not classroom based, and we require 10 day quaranti

Identification and Reporting of Cases: At all times, reporting of confirmed positive and suspected cases in students, staff and employees will be consistent with [Reporting Requirements](#).

Communication Plans: How the superintendent will communicate with students, staff, and parents about cases and exposures at the school, consistent with privacy requirements such as FERPA and HIPAA.

Consultation: (For schools not previously open)

Please confirm consultation with the following groups

Labor Organization

Name of Organization(s) and Date(s)
Consulted: Name:

Date:

Parent and Community Organizations

Name of Organization(s) and Date(s)
Consulted: Name:

Date:

If no labor organization represents staff at the school, please describe the process for consultation with school staff:

We never closed as a result of Covid-19. Our school specializes in distance learning. We did cease all in person contact. A detailed Covid-19 section on our website updates stakeholders weekly.

<https://www.eliteacademic.com/resources/covid-updates/>

For Local Educational Agencies (LEAs or equivalent) in [PURPLE](#):

Local Health Officer Approval: The Local Health Officer, for (state County) San Diego. County has certified and approved the CRP on this date: _____. If more than 7 business days have passed since the submission without input from the LHO, the CRP shall be deemed approved.

Additional

Resources:

[Guidance on](#)

[Schools Safe](#)

[Schools for All Hub](#)