



Elite Academic Academy - Lucerne

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

April 4th, 2024 at 9:00 am

43414 Business Park Drive, Temecula, CA 92590

23504 Lyons Avenue, Santa Clarita CA 91321

109 Don Carlos Way, Ojai, CA 93023

43495 Palm Royale Dr., La Quinta, CA 92253



Elite Academic Academy - Lucerne April 4th, 2024

Board Of Directors - Elite Academic Academy - Lucerne

Meeting Location

Any public vote will be done by roll call to ensure the public knows who is speaking and voting. Members of the public may easily observe the meeting and offer public comment using the following dial-in numbers and/or internet link:

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

Time:

1.0 Call To Order

Roll Call:

Susan McDougal, Nicole Aguirre, Cody Simms

2.0 Approve/Adopt the Agenda

It is recommended the Board of Directors adopt as presented the agenda for the Board Meeting of April 4th, 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 Pledge Of Allegiance

Led By:

7.0 Open Session

8.0 Public Comment

Please submit a request to speak to the Board of Directors. Cards can be asked for by emailing galtamirano@eliteacademic.com. Please complete and return the form for agendized or non-agendized items, prior to the meeting. Not more than three (3) minutes are to be allotted to any one (1) speaker, and no more than twenty (20) minutes on the same subject. This portion of the agenda is for comments, recognitions and reports to the Board and is not intended to be a question and answer period. If you have

questions for the Board, please provide the Board President with a written copy and an administrator will provide answers at a later date. A request for disability-related modifications or accommodations in order to participate in the public meeting, including auxiliary aids or services, may be made to Ms. Meghan Freeman at mfreeman@eliteacademic.com at least 72 hours prior to the meeting.

9.0 General Functions

9.1 Informational Items

A. CEO Authorizer Report

[EAA-LU March 2024 CEO Report.pdf](#)

9.2 Consent Agenda

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

Motion: Second:
Vote:

A. Meeting Minutes from March 8th, 2024

[EAA-LU 03.08.24.pdf](#)

B. Warrant Register

[WarrantRegisterLU_Mar_2324.xlsx](#)

C. New Instructional Materials Community Partners

[Elite Academic Instructional Service Community Partner_March_2024 - VCI Community Partners.pdf](#)

D. New Educational Materials Community Partners

[Elite Academic Educational Materials Partner_March_2024.xlsx - EM Partners.pdf](#)

E. Job Descriptions

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

[JD - Lead Teacher \(rider to Teacher JD\) \(pending board approval\).pdf](#)

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

[JD - Temporary CT Credit Recovery Lead Teacher \(pending board approval\).pdf](#)

10.0 Personnel Services

10.1 Temporary Employee Contracts

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

[EAA-LU Employee Contracts \(March 2024\).pdf](#)

Motion: Second:
Vote:

10.2 Employee Contract Addendums

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

[EAA-LU Contract Addendums \(March 2024\).pdf](#)

Motion: Second:
Vote:

10.3 Employee Release and Resignations

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

[EAA-LU Employee Release and Resignations \(March 2024\).pdf](#)

Motion: Second:
Vote:

10.4 Employee Contract Templates 2024-25

It is recommended that the board approve the following 2024-25 Employee Contract Templates for Elite Academic Academy - Lucerne.

Motion: Second:
Vote:

- [11 Month - Certificated Teacher Contract - 2024 \(pending board approval\).pdf](#)
- [12 Month - Certificated Teacher Contract - 2024 \(pending board approval\).pdf](#)
- [Change in Relationship TEMPLATE \(pending board approval\).pdf](#)
- [Contract Addendum TEMPLATE \(pending board approval\).pdf](#)
- [Full-Time Certificated \(Director\) Exempt \(At Will\) Contract - 2024 \(pending board approval\).pdf](#)
- [Full-Time Classified \(Director\) Exempt \(At Will\) Contract - 2024 \(pending board approval\).pdf](#)
- [Full-Time Classified Non-Exempt \(Hourly\) Contract - 2024 \(pending board approval\).pdf](#)
- [Full-Time Classified Non-Exempt \(Salary\) Contract - 2024 \(pending pending board approval\).pdf](#)
- [NEW HIRE - Certificated Teacher Contract - 2024 \(pending board approval\).pdf](#)
- [Non-Renewal of Contract Change in Relationship \(pending board approval\).pdf](#)
- [Part-Time Certificated Non-Exempt \(Hourly\) Contract - 2024 \(pending board approval\).pdf](#)
- [Part-Time Classified Non-Exempt \(Hourly\) Contract - 2024 \(pending board approval\).pdf](#)

10.5 Staff Salary Ranges 2024-25

It is recommended that the board approve the following Staff Salary Ranges 2024-25 for Elite Academic Academy - Lucerne.

Motion: Second:
Vote:

- [DRAFT 2024_2025 Staff Salary Ranges - Administrative Ranges \(pending board approval\).pdf](#)
- [DRAFT 2024_2025 Staff Salary Ranges - Benefits_Stipends_Riders \(pending board approval\).pdf](#)
- [DRAFT 2024_2025 Staff Salary Ranges - Certificated Ranges \(pending board approval\).pdf](#)
- [DRAFT 2024_2025 Staff Salary Ranges - Classified Ranges \(pending board approval\).pdf](#)

10.6 Level Up/Peak Performance Contract Templates 2024-25

It is recommended that the board approve the following Level Up/Peak Performance Contract Templates 2024-25 for Elite Academic Academy - Lucerne.

Motion: Second:
Vote:

- [Temporary Contract - OTHER Classified Position \(hourly\) - TEMPLATE.pdf](#)
- [Temporary Contract - Temp TOR and_or Temp CT \(hourly part-time\) - TEMPLATE.pdf](#)
- [Temporary Contract - Temp TOR and_or Temp CT \(salaried\) - TEMPLATE.pdf](#)
- [Temporary Contract - Instructional Assistant Classified Position \(hourly\) - TEMPLATE.pdf](#)

10.7 Staffing Calendars for 2024/25

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

Motion: Second:
Vote:

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

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

(DRAFT) HR 2024-2025 Calendars for Staffing - 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

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

11.0 Business Services

11.1 2023-24 CLA Audit Services - Statement of Work

It is recommended that the board approve the following 2023-24
CLA Audit Services - Statement of Work for Elite Academic
Academy - Lucerne.

[23.24 EAA LU Statement of Work - Audit Services \(2\).pdf](#)

Motion: Second:
Vote:

11.2 Mimeo Contract

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

[Revised. EliteAcademic.Mimeo. Customer Services Agreement -
2024 \(2\) copy \(1\) \(1\).pdf](#)

Motion: Second:
Vote:

11.3 IXL Contract

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

[IXL Contract 185408 \[Elite Academic Academy\].pdf](#)

Motion: Second:
Vote:

11.4 Open Up Resources Proposal

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

[Q-46104 Elite Academic Academy.pdf](#)

Motion: Second:
Vote:

12.0 Educational Services/Policy Development

12.1 2024-25 Community Partner Contract Templates

It is recommended that the board approve the following 2024-25
Community Partner Contract Templates for Elite Academic
Academy - Lucerne.

[2024-2025 EMR Community Partner Packet EAACS.pdf](#)

[2024-2025 VCI Community Partner Packet EAACS-updatedts.pdf](#)

Motion: Second:
Vote:

13.0 Report of Action Taken in Closed Session

The Board will report any action taken in closed session as required by
law.

14.0 Calendar

The next regularly scheduled board meeting is May 2nd, 2024 at 9:00 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: