



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

April 4th, 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 -April 4th, 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 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

9.2 Consent Agenda

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

Motion: Second:
Vote:

A. Meeting Minutes from March 7th, 2024

EAA-ME 03.07.24.pdf

B. Warrant Register

WarrantRegisterME_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 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 Contract Addendums (March 2024).pdf

10.2 Employee Contract Templates 2024-25

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

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

10.3 Staff Salary Ranges 2024-25

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

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

10.4 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 - Mountain Empire.

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

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 - Mountain Empire.

Motion: Second:
Vote:

23.24 EAA-ME Statement of Work - Audit Services (3).pdf

11.2 Mimeo Contract

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

Motion: Second:
Vote:

Revised. EliteAcademic.Mimeo. Customer Services Agreement -
2024 (2) copy (1) (1).pdf

11.3 IXL Contract

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

Motion: Second:
Vote:

IXL Contract 185408 [Elite Academic Academy].pdf

11.4 Open Up Resources Proposal

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

Motion: Second:
Vote:

Q-46104 Elite Academic Academy.pdf

12.0 Educational Services/Policy Development

12.1 Community Partner Contract Templates 2024-25

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

Motion: Second:
Vote:

2024-2025 EMR Community Partner Packet EAACS.pdf

2024-2025 VCI Community Partner Packet EAACS-updatedts.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 May 2nd, 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.

**Motion: Second:
Vote:**

In compliance with the American with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meetings of the Charter's Board of Directors, please contact the School at 1(866) 354-8302. Notification 72 hours prior to the meeting will enable the School to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the School shall also make available this agenda and all other public records associated with this meeting in appropriate alternative formats for persons with a disability.



CEO REPORT



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



March Celebrations

March has been a bustling month with preparations and planning underway for the upcoming 2024-2025 school year. The Level-Up team has been dedicated to preparing for our credit recovery and acceleration learning period. Curriculum teams enhance courses based on student data while learning labs aid students in catching up and providing additional support to help them achieve proficiency. A new cohort of Elite X Fellows has applied and will begin next month, and Jumpstart has nearly 15 new teachers on board. We had the privilege of meeting with our Lucerne authorizers and look forward to meeting with our Mountain Empire authorizers in May. Elite strives to finish the year strongly to align both schools for a 7-year re-authorization! We must maintain our high standing with Mountain Empire and are close to increasing our middle standing with Lucerne.

2023/2024 Staff Highlight: Gena Altamirano



Gena Altamirano's positive, "can do" attitude shines brightly, especially with her recent project of launching a new applicant tracking system that integrates smoothly with our Paycom payroll system. This platform is set to ease the hiring process, showcasing Gena's technical prowess in setup and training. Beyond her skills, her integrity, patience, and kindness stand out, making her a pillar of support in our HR department. She's also pivotal in managing board agendas, ensuring everything runs smoothly. Gena, your remarkable contributions and responsive, innovative spirit make you an invaluable asset to our team. We're truly grateful for you!

Essential Highlights



Six Elite Essentials

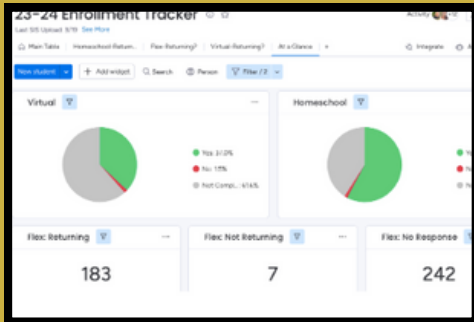
Celebrate On Target

Aligned Resources		
Professional Development		
Parents and Community		
Responsive Instruction		
Student Work and Data		
Shared Leadership		

ACADEMIC INNOVATION

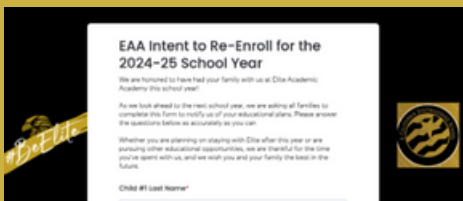
INNOVATION IS THE ABILITY TO SEE CHANGE AS AN OPPORTUNITY, NOT A THREAT

STREAMLINING REENROLLMENT

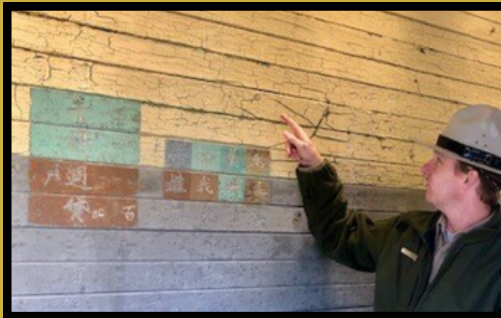


Michelle Woods is maximizing the power of Monday.com to **streamline** the reenrollment process. Working **collaboratively** with PRIME Edu, Michelle built a simple parent form to indicate their intent to return.

Additionally, she has built a system that **updates staff in real time** as responses come in. This allows Academy Directors to determine staffing and curriculum needs in a timely manner.



MIDDLE SCHOOL INTERACTIVE LEARNING



It's only a virtual trip, but 8th grade Virtual Academy students will be **experiencing life** at Angel Island through the lens of the Asian immigrants who were processed and detained there via a live Zoom tour with CA PORTS.

Students will use this **immersive** experience to practice **Compassion**, one of the Elite 6 C's, as they explore Asian poetry, United States history, and **multiple perspectives** about immigration. Meanwhile, 6th grade science students will be receiving eclipse glasses in the mail to pair with their learning of the universe.

TEACHER SUPPORT



Alli Watters, our Coordinator of Teacher Support is helping new teachers **navigate compliance**, conducting student meetings, and **mastering the art of time management**. She's also working alongside academies to ensure that teachers are prepared to administer CAASPP in a virtual environment.

Alli would like to give a special shoutout to Rachel Camarillo, who has returned from maternity leave and eagerly jumped back in to reconnect with her students and resume her role as a Teacher of Record!

ELITE CAASPP WEBSITE IS LIVE

The Tech Dept launched a website to assist with CAASPP. It provides information on how to install the browser and answers technical questions related to CAASPP testing. This resource **streamlines the process** for everyone involved and ensures that testing runs smoothly. The team is committed to providing **top-notch support** to all, and this website is just one of the many ways they are achieving that goal.



STUDENT DEVELOPMENT

11 field trips in the month of March! This included our Leadership Class navigating an Escape Room, our Adventure Academy kids getting out on the water for a Sailing Lesson and Whale Watching, as well as our 5th, 7th and 9th Graders getting together to complete the physical fitness test.

CHARACTER AWARDS & HONOR ROLL



The character award ceremony was buzzing with excitement as it celebrated students' outstanding character traits and academic achievements, honoring **exemplary qualities** like being Rad Readers and Creative Thinkers. We also proudly recognized our **1067 students who have earned distinctions such as first semester Honor Roll, High Honors, and Honors with Distinction**. Thanks to the diligent efforts of our remarkable Community Relations Department, every deserving student has received their well-deserved certificates, bringing the thrill of achievement right to their doorsteps. It's a testament to our commitment to excellence and inclusivity, highlighting the dedication of our students and the unwavering support of our community.

NATIONAL HONOR SOCIETY



Our National Honors Society (NHS) high school students are working hard on their community service project. Under the guidance of our dedicated school counselors, Nicole Lively and Jessica Yazdani, alongside our outstanding academy leads, Summer, Crystal, Ruthie, and Paige, the NHS members are eager to dive into their roles. **Their project involves mentoring elementary school buddies and engaging in a collaborative endeavor to write and publish a book detailing their unique stories.** This initiative not only fosters mentorship but also **cultivates creativity and teamwork among the students.** Additionally, as we eagerly anticipate the culmination of their journey, we celebrate the impending graduation of our 12 NHS seniors this June, marking yet another milestone in their academic and service-oriented endeavors and our first chapter of graduates! It's a testament to the commitment of our students and the invaluable support of our educators and mentors.

FIELD TRIPS & CTE



Our CTE Recreation students had an unforgettable field trip learning the art of sailing. The students learned the **intricacies of the recreation industry, gaining firsthand experience and invaluable insights into the world of sailing.** Under the expert guidance of our dedicated CTE Credentialed teachers, who have meticulously crafted an enriching curriculum, and with unwavering support from our esteemed Associate Director, Lupe Rodriguez, students have the opportunity to not only learn but also put their newfound **knowledge into practice as they take the helm and sail on their own.** Furthermore, the **recent UC/CSU A-G approval of five new CTE courses stands as a testament to the dedication and expertise of our educators, ensuring that our students receive the highest quality education that prepares them for success in both their academic and professional pursuits.** It's a celebration of learning, growth, and the limitless possibilities that await our bright and talented students.

PEAK PERFORMANCE ATHLETICS PFT TESTING

Our incredible team of teachers and coaches, including Coach Andy, Kristylyn, and Brendon, showcased their dedication and expertise as they rallied together to support our 5th, 7th, and 9th-grade students during the **in-person CA Physical Fitness Testing.** With their unwavering commitment to student success, they provided guidance, encouragement, and a supportive environment, ensuring that each student had the opportunity to perform their best. **Adding to the excitement, former NFL Raider Curtis Bolton and former Minnesota Vikings player Bradley Randle joined in to offer inspiration and lead warm-up sessions, motivating our students to push their limits and strive for excellence.** It's a testament to the collaborative spirit and passion for student well-being that defines our athletic team, instilling confidence and empowering our students to reach their full potential both on and off the field.



OPERATIONS

OUR OPEN ENROLLMENT WINDOW FOR OUR TRADITIONAL CALENDAR IS CURRENTLY OPEN WITH QUITE AN AMAZING START. SO FAR, WE HAVE 181 NEW STUDENTS REGISTERED TO START WITH US IN THE FALL! THIS WINDOW WILL STAY OPEN THROUGH APRIL 19TH.

ADMISSIONS



COMPLIANCE



STATE REPORTING



The Admissions/Operations Team have been busy! Our re-enrollment survey has gone out to all families asking for their plans for the 2024/25 school year. **Our Open Enrollment window for our Traditional Calendar is currently open with quite an amazing start. So far, we have 181 new students registered to start with us in the fall! This window will stay open through April 19th.** For our Year-round calendar which includes our exciting Level Up Program, our enrollment window is scheduled for May 13th through June 14th, although we have been working closely with our district partners to ensure their students' enrollments are taken care of in the most efficient manner.

As we roll into the end of the school year, the Compliance team is gearing up for our annual audit by making sure all files have been cleared and any mistakes have been corrected. **We have received positive feedback from the academies on our compliance newsletter that we create each month that consists of important due days, along with tips & tricks.**

Our P2 reporting will report attendance earned from the first day of school through March 22nd. This will include ADA earned from the start of school through March 22nd. Once the teachers have entered their attendance, the compliance team will check to make sure all data matches up, and then Vincent will take over by checking for anomalies, reconciling reports, and entering the data into the state system.



COMMUNITY RELATIONS

CURRENT ELITE COMMUNITY PARTNERS: 250 VCI/ 170 EMR
PROCESSED PRE-APPROVED SERVICES: 978+
INVENTORY/CURRICULUM ITEMS SHIPPED: 1,500+

COMMUNITY PARTNERS



The Community Relations Department has **received and processed renewal paperwork for 154 returning community partners and 157 new applications [VCIs and EMRs]**. The deadline to accept new/returning community partners is **Friday, April 12th, 2024**. This means that the application and supporting documentation must be submitted and cleared with the Community Relations Department by EOB on the deadline.

PERSONALIZING EDUCATION



The Community Relations Department encourages families to submit a pre-approval for the Spring semester if they have not already done so. **The deadline to submit orders is Friday, April 5th**. It is important to have these orders submitted in a timely manner to give our team time for processing. **The CR team has continued to inform vendors that becoming an Elite community partner is an option and beneficial to all Elite students!**

SHIPPING



The Community Relations Department has packed and shipped **over 1,500 envelopes/boxes for i-Ready Practice Books, GPA Certificates, Spring Course Supplies, Welcome Boxes and more!** The CR team continues to work hard to get all of Elite's inventory barcoded for the upcoming school year!



March Pictures:



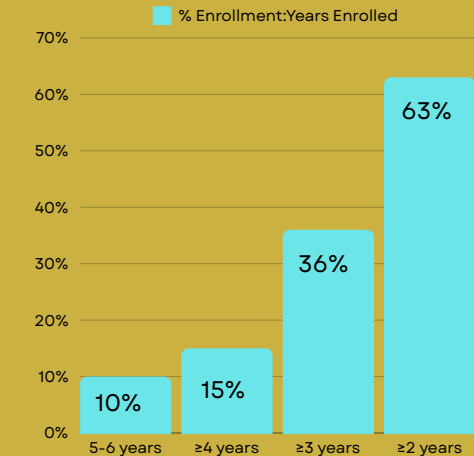
HOMESCHOOL

ENROLLMENT: 845 STUDENTS
MOUNTAIN EMPIRE: 521 | LUCERNE: 324



FOUNDATIONAL FAMILIES

As we begin Re-Enrollment for the 24-25 school year, we wanted to highlight the **Homeschool FOUNDATIONAL FAMILIES!** Retention is typically calculated per year, but we wanted to highlight those that have been with Elite for many many years!



85 total students have been here for at least 5 years, and 530 total students have been enrolled for at least 2 years!!

This school year, we had over 40 siblings of current students enroll with Elite.



SPRING HOMESCHOOL PARK DAY

On Fri, March 8th, our Homeschool Staff joined our Parents and Students at THREE concurrent Park Locations to kick off Spring with themed crafts, games, Free Trials with Elite Vendors, and more!

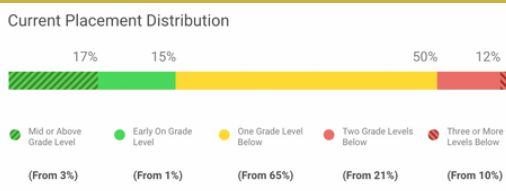
Immediately following the Park Day, students in grades 5, 7, and 9 completed the Physical Fitness Testing (PFT) and had fun!



MATH GROWTH

Students who scored below grade-level on the BOY Math Assessment completed the MOY Assessments to showcase growth, and we are so proud!

The goal is to see students move from **Red** and **Yellow** into the **Green**



- Students scoring 1 grade-level below in math decreased from 65% to 50%
- Students scoring Mid or Above Grade Level increased from 3% to 17%
- Students scoring Early on Grade Level increased from 1% to 15%

What does Math Support Look like?

- Training Parents to hit targeted math gaps with their children
- DOZENS of Core Curriculum Options and Supplements to match learning style and Parent's Teaching
- TOR Math Tutoring, Elite CP Tutoring
- MTSS Math Groups (Amanda)
- MTSS 1:1 Tutoring (Erin)

HOMESCHOOL CLASS HIGHLIGHT: ART IN THE PARK W/ MR. ADAM



Thank you Adam, for your enthusiasm and dedication to your students!

ART IN THE PARK is a new Homeschool Class offered through our **EAGLE EXPLORER** Enrichment Classes. Parents and students from grades TK-8th grade love the opportunity, and sign-ups were full in less than a week!

Each Tuesday, Homeschool Teacher **Adam Chiles** meets his students at Los Serranos Park in Chino Hills and provides them an opportunity to learn and create masterpieces while parents connect together.

Class Description:

Unleash the artist within your child! In this art class, creativity knows no bounds as we embark on easy and simple projects tailored for budding talents. With a welcoming environment, every child discovers the joy of artistic expression, making masterpieces come to life!





CONNECTION HIGHLIGHTS

STUDENT SPOTLIGHT



Meet Caija (Ki-Ya), an extraordinary student with a **heart of gold**. Recently, she traveled to Angkor Wat, **Cambodia**, where she touched the lives of children in need. **She donated clothing** and spent time **interacting with the local children**, spreading joy wherever she went. Her **selflessness and compassion** make her a shining example for her peers and a true role model for kindness.



FLEXPERIENCE: SHOW AND TELL SCIENCE FAIR

Flexperience hosted its first **Elite-wide science fair**, which was a tremendous success! The event was held at a park open to **K-8th grade students**. It was heartening to see all the **innovative presentations** and projects everyone had worked diligently on. **25 students signed up for the science fair**, and **13 of them were able to present their projects in person**. We are thrilled about next year's science fair and are already looking forward to making it bigger and better!

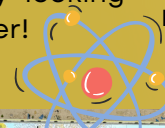


SCIENCE FAIR WINNERS

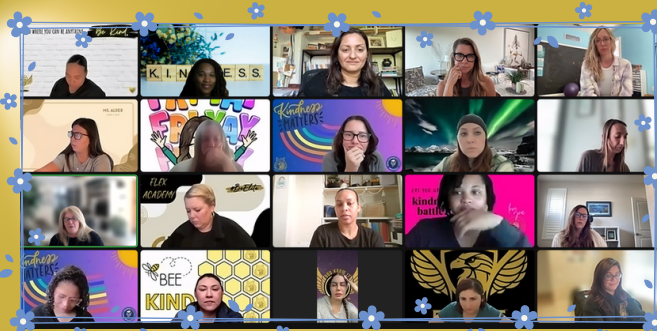


Congratulations!

Madilyn Lawrence **Jacob Lawrence**
Demiana Nashed **Juliana Nashed**
Elisa Jacklin **Elijah Waithe**



FLEX TORS: ELITE X-CELERATOR



TEACHING IS A WORK OF HEART

Flex TORs are **embracing innovative teaching methodologies**, particularly those centered around **coaching students**. They deserve commendation for their dedication to enhancing the learning experience. It's no small feat to adapt and **integrate new approaches into their pedagogy**, especially when it involves **asking the right questions to foster meaningful connections** with students. Implementing tools learned from **Elite Xcelerator** demonstrates their commitment to growth and improvement, even with just two students initially. Their excitement to eventually **incorporate these tools into everyday practice** speaks volumes about their passion for nurturing student development and creating engaging learning environments. These educators embody the spirit of **lifelong learning** and inspire colleagues and students alike.



VIRTUAL

STUDENT EXEMPLAR: PERSPECTIVES IN HUMANITIES

- Support, refute, or qualify W.E.B. DuBois' statement that Reconstruction was "a splendid failure." *Please make sure your evidence comes from our course materials and discussions.*
- After learning about the Reconstruction, what surprises you most or will stay with you after we end this unit? *Why? Please make sure your evidence comes from our course materials and discussions.*

Your Answer: **Check out this submission by one of our AMAZING 8th graders that demonstrates authentic learning in action!**

I support W.E.B. DuBois' statement that the reconstruction was a splendid failure. The Reconstruction was a time to help black formerly enslaved citizens integrate into society and to remove the racist laws against them. They made the 13th, 14th, as well as the 15th amendments giving black Americans freedom from being enslaved, to be a citizen, and the right to vote. Then after being freed they had nothing to their name since, their housing was all provided by slave owners and they never saw any bit of the money they made. The government realized this and installed an organization called the Freedman's Bureau to provide help with getting all of the necessary things including funding for schools. Many people in the south did not agree with these ideas. They still held beliefs from during and before the civil war. This led to violent, racists, terrorist groups like the KKK. The reconstruction did put laws and systems in place to prevent this such as laws on how their governments are made and laws against those groups. This made a difference but, racism still continued and was leading to the failure of the Reconstruction.

Violent intimidation, by racist, against anyone voting for reconstruction related laws or any laws that would help black citizens led to them not being enacted. This led to governments not creating as many laws for the Reconstruction and causing less support of it. The main failure of the reconstruction era was the Compromise of 1877. The Democrats agreed to respect the rights of black citizens and accept the winner of the election as long as the Republicans removed their military troops from the south and gave more freedom in the construction of state governments. The republicans complied but the Democrats did not hold up their end of the agreement. They gained more control and soon led to multiple laws reducing the positive effects and going backwards in terms of progress for black Americans. Without protection of their freedoms, laws making it incredibly hard for them to vote were enacted known as Jim Crow laws. They also began separating by race leading to segregation. It took decades before we could overcome most of what came out of the failure of the Reconstruction era. In conclusion the Reconstruction was a splendid failure providing freedom to black citizens and splendid laws to protect them for a short amount of time then ripping it away, in failure and imposing more racist laws.

After learning about the Reconstruction the most surprising thing that will stay with me is why did they let the Democrats not follow up with their agreement. The Democrats agreed to protect and respect black Americans rights. Then after the Republicans agreed they took control and did the opposite taking away almost all their rights. The main thing that confuses me is why didn't they make this agreement legally binding. Then if they did try and they refused why did they not see this as them obviously not going to follow through with the agreement.

STUDENT SPOTLIGHT: SALUTATORIAN RUBI DAVIS



Rubi Davis is an amazing young woman. She is determined, motivated and goal orientated. She is currently dual enrolled, **taking both high school and community college courses.** She has been excelling in all of her endeavors. Rubi is an effective communicator and always reaches out whenever she has a question or wants to connect. **Rubi says what she likes about Elite is its incredible staff and teachers, who are always supporting her in her goals and education. She loves how she is never in it alone and there are people who care about her and her success.** Her plans after graduation are to study fashion and journalism at one of the top fashion schools in the world, FIT of New York. She hopes to one day write for a fashion magazine like Vogue or Instyle. This year, Rubi was selected as our Class of 2024 Salutatorian. This is extremely well deserved, for all of her hard work and dedication. Congratulations, Rubi!

VIRTUAL ACADEMY TEACHER FEATURE

Please join me in celebrating our February Teacher Feature: **Ms. Sheryl Ivey!**



Sheryl joined the Elite Virtual team in 2020, and is considered one of our veteran educators for Elite students and families. Additionally, she is an essential member of our Summer Level Up program that services thousands of students!

A colleague was quoted as saying, **"Sheryl embodies dedication and passion in her role as a Teacher of Record. She has an incredibly strong work ethic and an unparalleled ability to motivate and inspire. Yet, beyond her exceptional teaching abilities, it is Sheryl's profound love for her students that truly sets her apart. She fosters a nurturing environment where every student feels valued and supported, nurturing not only their academic growth but also their personal development."**



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



STUDENT SUPPORT

NEW ELITE FAMILY ORIENTATIONS HAVE BEEN SCHEDULED:
APRIL 17, MAY 15, AND JUNE 17 AT 6PM

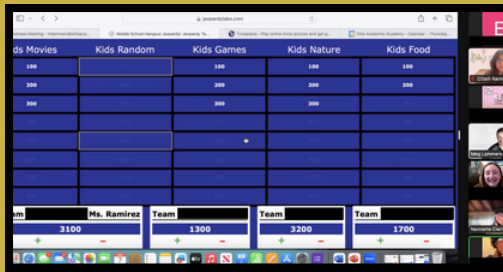
MULTIMODAL LEARNING



The Special Education Team has been busy providing services to the SPED students and families. The students are achieving their goals through **engaging multimodal activities** (even writing words in a pan of rice).

Since the beginning of the school year, 16 special education students have been fully dismissed from needing continued special education support!

WHAT IS LUNCH BUNCH?



The Counseling Team provided **over 55 hours** of counseling and continues to host several clubs including Lunch Bunch, Good Vibes, Middle School Hangout, and Thoughtful Thursdays. This month, the Counseling Team hosted an epic Jeopardy showdown during Middle School Hangout! Friendship and fun shone through amidst the competition.

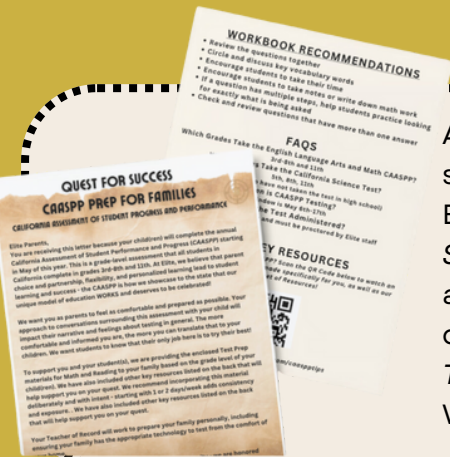
COLLABORATIVE SSTs



SSTs are continuing to provide a supportive and encouraging meeting format aimed at offering **strategies for success** in school. Involving content teachers in the process to ensure students' action plans are being followed in their classes is a crucial step in fostering a **collaborative and effective partnership**. Thank you to our Content Teachers for helping our students feel welcomed and offering that extra support.

"I hope Robert shows up to megazoom this week so I can alleviate some stress off his plate and help with troubleshooting any issues..."

Ms. Kaur, Medical CTE Teacher



Assessment Season is upon us. Our team has been busy preparing students, teachers, and families for the Physical Fitness Test, Summative ELPAC and the CAASPP.

Student/Family Prep: CAASPP Workbook along with general information and tip sheet were shipped to all 3rd-8th grade students. Learning Lab coaches are hosting CAASPP Performance Task and Math Workshops.

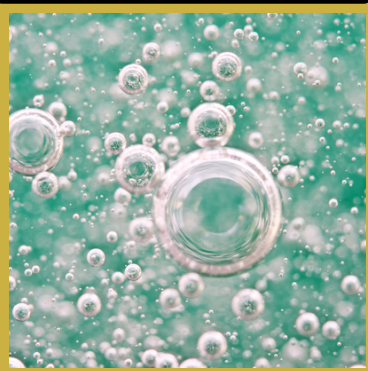
Teacher/Staff Prep: The Assessment Department has hosted CAASPP Workshop covering best practices for both teachers and leadership.



Mountain Empire	
Tk -5	424
6-8	203
9-12	195
Total	822

NEXT MONTH

Bubble Student Focus



With testing coming in May our team is working hard to accelerate learnings who are very close to proficiency in the areas of Math and ELA.

Parent Surveys



Parent input is vital for the improvement of our school. On top of LP surveys we will have our formal whole school survey going out where families can give us feedback on what is working and areas for future success!

We are hiring!



As we are looking to have growth again next year, we are hiring essential teaching positions. Our HR team has been amazing integrating a new platform into Paycom to support in hiring ease and compliance with all laws.



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: 10:00 am

1.0 Call To Order

Roll Call:

Kent Christensen, Lindsey Burkett, Ronnie Jackson

Present Present Present

Ronnie Kent

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

3.0 Public Comment -Closed Session

The public has a right to comment on any items of the closed session agenda. Members of the public will be permitted to comment on any other item within the Board's jurisdiction under section 8.0 Public Comments at Board Meetings.

4.0 Adjourn to Closed Session

The board will consider and may act on any of the Closed Session matters listed in Agenda Item 13.0.

5.0 Closed Session

The Board will consider and may act on any of the following items in closed session; any action taken in closed session will be reported in open session as required by law.

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: 10:01 am

6.0 Student Introduction

Led By: Ms. Smith and Katrina W. (presented in English and ASL)

Added: Pledge of Allegiance. Led by Misty C.

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.

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

EAA-ME 02.01.2024.pdf

B. Warrant Register

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.

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.

(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

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

11.2 CTEIG Expenditure Report for the 22/23 Fiscal Year

It is recommended that the board approve the following CTEIG

Kent Lindsey

Motion: Second:

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

Ronnie Kent

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.

Ronnie Kent

Motion: Second:

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

Ronnie Kent

Motion: Second:

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

Expenditure Report for the 22/23 Fiscal Year for Elite Academic Academy - Mountain Empire.

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.

Overnight Field Trip Request for Board Approval - Falcon Family Camp.pdf

Overnight Field Trip Request for Board Approval - Santa Cruz Island.pdf

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

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.

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.

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.

(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 Calendar for 2024/25

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

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.

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.

2024 Elite Safety Plan-Mountain Empire (pending board approval).pdf

Ronnie Kent
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.

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

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

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

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

13.0 Report of Action Taken in Closed Session

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

14.0 Calendar

The next regularly scheduled meeting is April 4th, 2024 at 10:00 am.

15.0 Board Comments and Future Planning

16.0 Adjournment

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

In compliance with the American with Disabilities Act, if you need special

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

Time: 11:49 am

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.

Staff Present:

**Meghan Freeman
Ashlea Kirkland
Kristen Hjelsand
Laura Spencer
Jen Edick
Ciannamon Bailey
Mia Blackwell
Ruthie Chatton
Kelly Mortensen
Adam Woodard
Evan Jorgensen
Tami Viveros
Kevin Oley
Samantha Abdullah
Allison Watters
Ashly Steele
Valeria Garcia
Misty Cervantes
Shirley Alvarez
Karen Makkai
Leslie DeMedicis
Lupe Rodriguez
Antonette Sims
Elite Offices
Tracy Hasper
Vincent Heredia
Chelsie Wright
Jackie Thomas
Monique Waithe
Rachelle Marcon**

Elite Academic Academy - Mountain Empire

Date	Vendor Name	Account Name	Ref Number	Amount
2/1/2024	CPP*ICETOWN CARLSBAD	Educational Services	CC 9912	\$600.00
2/1/2024	SPROUTS	Parent & Staff meeting food & supplies	CC 9912	\$82.15
2/1/2024	WWW.TEACHWORKS.COM	Technology Services & Software - Business	CC 9912	\$14.50
2/1/2024	Hotel Dena Pasadena	Travel, Lodging & Meals	CC 9912	-\$30.00
2/2/2024	BIG BEAR GROUP SALES	Educational Services	CC 9912	\$315.10
2/2/2024	NEXTIVA*VOIP SERVICE	Phone / Internet / Website Fees	CC 9912	\$3,707.59
2/2/2024	BIG BEAR GROUP SALES	Educational Services	CC 9912	\$2,855.73
2/4/2024	WWW.NXTLVL.IO	Educational Services	CC 9912	\$15,246.00
2/4/2024	ACBCI	Travel, Lodging & Meals	CC 9912	\$107.00
2/4/2024	ADOBE INC.	Technology Services & Software - Business	CC 9912	\$8.96
2/5/2024	TIME IS LTD	Technology Services & Software - Business	CC 9912	\$99.00
2/6/2024	USPS.COM POSTAL STORE	Postage & Delivery - Business	CC 9912	\$1,327.35
2/7/2024	DRI*PRINTING SERVICES	Materials & Supplies - Office	CC 9912	\$359.79
2/8/2024	PODS	Rent - Facilities Lease	CC 9912	\$318.00
2/8/2024	SQ *VANITY FETE BALLOONS	Professional Development	CC 9912	\$694.38
2/8/2024	PODS	Rent - Facilities Lease	CC 9912	\$738.00
2/9/2024	KHAN ACADEMY	Educational Services	CC 9912	\$44.00
2/9/2024	FEDEX OFFICE 800000836	Postage & Delivery - Educational	CC 9912	\$1,967.31
2/11/2024	FEDEX OFFICE 800000836	Postage & Delivery - Educational	CC 9912	\$669.01
2/11/2024	WESTIN SO COAST PLAZA	Professional Development	CC 9912	\$51,127.53
2/11/2024	AMZN Mktp US*RB5ZU38Y2	Materials & Supplies - Office	CC 9912	\$46.76
2/11/2024	SQ *VANITY FETE BALLOONS	Professional Development	CC 9912	\$200.00
2/12/2024	AMZN Mktp US*RI1722AGO	Materials & Supplies - Office	CC 9912	\$298.56
2/22/2024	STARLINK INTERNET	Phone / Internet / Website Fees	CC 9912	\$150.00
2/27/2024	CANVA CREATE	Technology Services & Software - Business	CC 9912	\$95.00
2/27/2024	SANDY PATT* (1 OF 1 PA	Educational Services	CC 9912	\$2,000.00
2/27/2024	WESTIN SO COAST PLAZA	Professional Development	CC 9912	-\$8,269.46
2/27/2024	KAHOOT! ASA	Core Teaching/Student Supplies	CC 9912	\$95.88
2/28/2024	ULINE *SHIP SUPPLIES	Postage & Delivery - Educational	CC 9912	\$1,214.32
2/28/2024	ULINE *SHIP SUPPLIES	Postage & Delivery - Educational	CC 9912	\$460.26
2/29/2024	LOS ANGELES DODGERS I	Educational Services	CC 9912	\$10.00
2/29/2024	IN *ELEPHANT ENTERPRISES	Business Services	CC 9912	\$89.00
2/29/2024	FEDEX OFFICE 800000836	Postage & Delivery - Educational	CC 9912	\$947.54

Warrant Register: March 1 - March 28, 2024, February CC Charges

Elite Academic Academy - Mountain Empire

2/29/2024	BIG BEAR GROUP SALES	Educational Services	CC 9912	-\$315.10
2/29/2024	BIG BEAR GROUP SALES	Educational Services	CC 9912	-\$2,855.73
3/1/2024	TAMARA RADFORD	UNALLOCATED WAGES	120321	\$41.81
3/4/2024	Life Storage	Rent - Facilities Lease	002Feb24#658b	\$179.97
3/5/2024	Head2Heart Partners in Education	Educational Services	528431007	\$2,625.00
3/5/2024	Nexelm LLC	Rent - Facilities Lease	ELM203_030124	\$2,558.60
3/5/2024	Wildomar Valley Wood Products, Ir	Rent - Facilities Lease	03Mar2024Lease	\$2,816.50
3/6/2024	CliftonLarsonAllen LLP	Accounting Fees / Audit	L241114618	\$367.50
3/6/2024	All About Learning Press, Inc.	Approved Core Curriculum, Teacher Manual	919779	\$232.60
3/6/2024	All About Learning Press, Inc.	Approved Core Curriculum, Teacher Manual	919962	\$360.65
3/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1FQF-GPPK-XFFQ	\$21.34
3/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1LPJ-JTVK-V1Y3	\$85.25
3/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1HCV-CF3R-WCFW	\$27.98
3/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1FTG-QLJX-1DYM	\$14.45
3/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	14WY-KPRJ-DHTV	\$77.37
3/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1TYX-V6DY-HTFP	\$11.99
3/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1PKW-QPHX-4R1N	\$8.61
3/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1H93-HWLW-FRRJ	\$12.21
3/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1NG4-QFQ9-QJJC	\$10.46
3/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1LPJ-JTVK-M4JK	\$103.24
3/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1X1H-KCVV-XNJ	\$11.97
3/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1LPJ-JTVK-WPL6	\$29.28
3/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	13K1-KTPV-X4QJ	\$76.68
3/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	16LF-HC1T-3G4X	\$15.56
3/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	13LR-KLHW-MDDQ	\$38.42
3/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	17V1-XDHM-PWHJ	\$41.53
3/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	17CV-HQ7Q-TF7N	\$8.23
3/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1NKM-CRPP-TQPR	\$81.99
3/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1LQF-TN3D-Y66Q	\$7.53
3/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	17DR-VKNN-WLLX	\$6.95
3/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	16DJ-KC3T-XRVF	\$14.00
3/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1QLY-C7TG-XTW4	\$35.54
3/6/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1FW9-P7T4-XL7P	\$20.89
3/6/2024	AoPS Incorporated	Approved Core Curriculum, Teacher Manual	INV2307743	\$38.78

Elite Academic Academy - Mountain Empire

3/6/2024	BYU Independent Study	Approved Core Curriculum, Teacher Manual	DCE-00016006	\$1,432.00
3/6/2024	Beautiful Feet Books, Inc.	Approved Core Curriculum, Teacher Manual	22282	\$21.58
3/6/2024	Blackbird & Company	Approved Core Curriculum, Teacher Manual	17472	\$31.92
3/6/2024	Curiosity Chronicles	Approved Core Curriculum, Teacher Manual	0000684	\$88.09
3/6/2024	Dash Into Learning	Approved Core Curriculum, Teacher Manual	677310372	\$64.00
3/6/2024	Dash Into Learning	Approved Core Curriculum, Teacher Manual	677310377	\$176.99
3/6/2024	Dash Into Learning	Approved Core Curriculum, Teacher Manual	677310378	\$63.99
3/6/2024	Dash Into Learning	Approved Core Curriculum, Teacher Manual	677310379	\$176.99
3/6/2024	Home Science Tools	Approved Core Curriculum, Teacher Manual	000565903	\$52.26
3/6/2024	Home Science Tools	Approved Core Curriculum, Teacher Manual	000565908	\$94.04
3/6/2024	Home Science Tools	Approved Core Curriculum, Teacher Manual	000567193	\$103.79
3/6/2024	Institute for Excellence in Writing	Approved Core Curriculum, Teacher Manual	1109410	\$53.88
3/6/2024	Learning Without Tears	Approved Core Curriculum, Teacher Manual	INV197573	\$18.81
3/6/2024	Learning Without Tears	Approved Core Curriculum, Teacher Manual	INV197601	\$21.66
3/6/2024	Learning Without Tears	Approved Core Curriculum, Teacher Manual	INV197567	\$33.90
3/6/2024	Logic of English	Approved Core Curriculum, Teacher Manual	SI-201148	\$119.03
3/6/2024	Logic of English	Approved Core Curriculum, Teacher Manual	SI-201170	\$64.99
3/6/2024	Miaplaza, Inc.	Approved Core Curriculum, Teacher Manual	4488	\$180.00
3/6/2024	Moving Beyond the Page	Approved Core Curriculum, Teacher Manual	288660	\$229.90
3/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4332283	\$80.37
3/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4334036	\$41.21
3/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4338185	\$113.79
3/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4338894	\$141.85
3/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4339030	\$25.36
3/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4339027	\$82.18
3/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4339025	\$24.20
3/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4338316	\$71.79
3/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4338777	\$24.20
3/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4338826	\$53.78
3/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4338934	\$38.75
3/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4339035	\$24.20
3/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4338930	\$24.58
3/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4338793	\$145.84
3/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4338318	\$77.33

Elite Academic Academy - Mountain Empire

3/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4338905	\$24.36
3/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4338937	\$169.04
3/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4338774	\$24.20
3/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4338857	\$37.13
3/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4338912	\$24.36
3/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4339033	\$21.30
3/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4338320	\$23.76
3/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4342159	\$24.20
3/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4344299	\$76.09
3/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4344301	\$155.26
3/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4344283	\$76.09
3/6/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4344282	\$107.74
3/6/2024	Rooted in Language LLC	Approved Core Curriculum, Teacher Manual	1035	\$82.85
3/6/2024	Rooted in Language LLC	Approved Core Curriculum, Teacher Manual	1037	\$24.95
3/6/2024	Rooted in Language LLC	Approved Core Curriculum, Teacher Manual	1034	\$62.85
3/6/2024	Rooted in Language LLC	Approved Core Curriculum, Teacher Manual	1036	\$104.85
3/6/2024	Singapore Math Inc.	Approved Core Curriculum, Teacher Manual	S305077	\$269.26
3/6/2024	Singapore Math Inc.	Approved Core Curriculum, Teacher Manual	S304668	\$73.20
3/6/2024	Singapore Math Inc.	Approved Core Curriculum, Teacher Manual	S305544	\$188.62
3/6/2024	Singapore Math Inc.	Approved Core Curriculum, Teacher Manual	S305542	\$78.47
3/6/2024	Singapore Math Inc.	Approved Core Curriculum, Teacher Manual	S305609	\$125.61
3/6/2024	Stephens Educational Services, LLC	Approved Core Curriculum, Teacher Manual	244420	\$128.40
3/6/2024	Studies Weekly	Approved Core Curriculum, Teacher Manual	501637	\$86.09
3/6/2024	Studies Weekly	Approved Core Curriculum, Teacher Manual	496935	\$10.60
3/6/2024	Studies Weekly	Approved Core Curriculum, Teacher Manual	501977	\$86.09
3/6/2024	Studies Weekly	Approved Core Curriculum, Teacher Manual	502056	\$86.09
3/6/2024	Studies Weekly	Approved Core Curriculum, Teacher Manual	502139	\$43.25
3/6/2024	Teacher Synergy LLC	Approved Core Curriculum, Teacher Manual	255379342	\$2.50
3/6/2024	Teacher Synergy LLC	Approved Core Curriculum, Teacher Manual	255534754	\$2.99
3/6/2024	Teacher Synergy LLC	Approved Core Curriculum, Teacher Manual	255603490	\$45.25
3/6/2024	Teacher Synergy LLC	Approved Core Curriculum, Teacher Manual	255603187	\$50.00
3/6/2024	Teacher Synergy LLC	Approved Core Curriculum, Teacher Manual	255533863	\$50.00
3/6/2024	Teacher Synergy LLC	Approved Core Curriculum, Teacher Manual	255534150	\$14.00
3/6/2024	Teacher Synergy LLC	Approved Core Curriculum, Teacher Manual	256029908	\$6.20

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3/6/2024	Teacher Synergy LLC	Approved Core Curriculum, Teacher Manual	255746697	\$10.00
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1FQF-GPPK-WVNP	\$91.48
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1YCL-1Y3H-VWLW	\$222.48
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1FQF-GPPK-XFFQ	\$25.25
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1WXF-94RH-VYYV	\$153.53
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1LPJ-JTVK-V1Y3	\$238.51
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1HCV-CF3R-WCFW	\$26.36
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	11P1-MR13-39QW	\$18.38
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1FTG-QLJX-1DYM	\$90.15
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	14WY-KPRJ-DHTV	\$157.09
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1YXK-MC6Q-DNWC	\$48.46
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1TYX-V6DY-FDCK	\$41.65
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1D1L-QT47-DCG1	\$161.61
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1TYX-V6DY-HTFP	\$100.47
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1NFC-KNG4-3G1K	\$24.77
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1FNL-RDPH-DNH7	\$29.30
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1GNH-QC7R-FLX3	\$21.64
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1JV1-RTY3-DLCW	\$32.31
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1X1V-TKN7-G7HX	\$41.80
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1MJG-HYTR-G4TK	\$16.92
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1NG4-QFQ9-KXPR	\$113.76
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	13N3-447T-GFTL	\$41.98
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1H3C-XQJQ-HFW4	\$44.92
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	13YY-WPQY-RNRJ	\$134.64
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1FMG-DRJX-PY6F	\$33.36
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1MGW-KDH4-P6WC	\$102.96
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1X1H-KCVV-XNJ	\$111.84
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1PPR-XKHJ-YCTQ	\$166.51
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1LPJ-JTVK-WPL6	\$135.35
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	13K1-KTPV-X4QJ	\$150.14
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1PKW-QPHX-WDMC	\$426.76
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	16TG-774W-GX9C	\$21.54
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1K6Q-3RKP-3QFL	\$59.71
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1FW9-P7T4-6PC1	\$62.12

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3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1LVL-JGK3-1K1F	\$4.12
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1LM3-MGCN-3WGT	\$39.81
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	191N-PF7T-9NGL	\$21.27
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1DFQ-D96X-3DGC	\$22.97
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1WYW-7MPW-474N	\$74.83
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1MPX-4GQL-4F31	\$25.76
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1HHL-3H3D-6J6G	\$116.73
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1MPX-4GQL-6CLY	\$40.79
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	17DR-VKNN-J7XH	\$57.68
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1DFQ-D96X-9KRX	\$49.42
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1GND-LFFD-FPVM	\$33.19
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1WYW-7MPW-GYFR	\$30.66
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1RGR-PQJG-C6V3	\$16.15
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1NKM-CRPP-7Y7V	\$9.69
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1WDX-H39T-GDDX	\$48.89
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	16MV-16YG-6NLG	\$43.70
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1DFQ-D96X-HXWV	\$29.09
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	13LR-KLHW-LMJ7	\$32.44
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1R19-Y7WD-NJTJ	\$60.42
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1QLY-C7TG-TWWC	\$101.76
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1JLY-HPD7-R71K	\$31.24
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1VL9-VTQL-V7Q1	\$47.34
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1LVL-JGK3-TYNY	\$24.66
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1C1F-VYVL-TY3V	\$64.60
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1R4M-KTYT-R69P	\$95.65
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	17CV-HQ7Q-YCC9	\$24.77
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1R19-Y7WD-X7D9	\$81.59
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	17DR-VKNN-WLLX	\$177.14
3/6/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1RGR-PQJG-VQ9L	\$7.88
3/6/2024	Cristina Duke	Core Teaching/Student Supplies	DUK020724d	\$134.95
3/6/2024	Kids Art Box	Core Teaching/Student Supplies	1E+11	\$210.00
3/6/2024	Kids Art Box	Core Teaching/Student Supplies	1E+11	\$210.00
3/6/2024	Kids Art Box	Core Teaching/Student Supplies	1E+11	\$210.00
3/6/2024	Kids Art Box	Core Teaching/Student Supplies	1E+11	\$210.00

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3/6/2024	KiwiCo, Inc.	Core Teaching/Student Supplies	KE-C1B31B7502012456	\$495.54
3/6/2024	KiwiCo, Inc.	Core Teaching/Student Supplies	KE-1F74ECDE02012410	\$134.63
3/6/2024	KiwiCo, Inc.	Core Teaching/Student Supplies	KE-DCB9862602012418	\$193.90
3/6/2024	KiwiCo, Inc.	Core Teaching/Student Supplies	KE-93C4F81902012436	\$134.63
3/6/2024	KiwiCo, Inc.	Core Teaching/Student Supplies	KE-2FBD086302012414	\$134.63
3/6/2024	KiwiCo, Inc.	Core Teaching/Student Supplies	KE-6A0AF1 E202062412	\$193.90
3/6/2024	KiwiCo, Inc.	Core Teaching/Student Supplies	KE-E079E6F502092446	\$60.23
3/6/2024	KiwiCo, Inc.	Core Teaching/Student Supplies	KE-BCE371DA02012453	\$96.87
3/6/2024	Lakeshore Learning Materials	Core Teaching/Student Supplies	1.94953E+11	\$28.53
3/6/2024	Lakeshore Learning Materials	Core Teaching/Student Supplies	1.96885E+11	\$130.06
3/6/2024	Lakeshore Learning Materials	Core Teaching/Student Supplies	1.96886E+11	\$28.53
3/6/2024	Lakeshore Learning Materials	Core Teaching/Student Supplies	1.96888E+11	\$33.92
3/6/2024	Lakeshore Learning Materials	Core Teaching/Student Supplies	1.96739E+11	\$221.51
3/6/2024	Megan Purcell	Core Teaching/Student Supplies	PUR020724	\$75.78
3/6/2024	Melissa Rowley	Core Teaching/Student Supplies	ROW020124	\$1,055.94
3/6/2024	Rainbow Resource Center	Core Teaching/Student Supplies	4338319	\$54.90
3/6/2024	Rainbow Resource Center	Core Teaching/Student Supplies	4339028	\$11.78
3/6/2024	ATH Academy	Educational Services	528474711	\$140.00
3/6/2024	Adelaida Abner	Educational Services	ABN020724a	\$169.00
3/6/2024	Adelaida Abner	Educational Services	ABN020724	\$325.00
3/6/2024	Alicia M Ferreira	Educational Services	528423968	\$210.42
3/6/2024	Allison Browning	Educational Services	528426892	\$215.00
3/6/2024	Amber Pich	Educational Services	528426901	\$535.00
3/6/2024	Amy Kay	Educational Services	KAY020524a	\$51.00
3/6/2024	Andrea Reid	Educational Services	REI020224	\$52.00
3/6/2024	Angela Aymin	Educational Services	528426896	\$295.00
3/6/2024	Annie Packard*	Educational Services	528431033	\$1,542.49
3/6/2024	April Riley	Educational Services	RIL020124	\$25.16
3/6/2024	Ashley Lamb	Educational Services	LAM020524	\$69.12
3/6/2024	Baelin Suggs	Educational Services	SUG020224	\$95.00
3/6/2024	Branche Jones	Educational Services	123	\$1,500.00
3/6/2024	Caroline Beus	Educational Services	528430994	\$692.00
3/6/2024	Christina Barber	Educational Services	528437438	\$536.25
3/6/2024	Club Z! Tutoring Temecula	Educational Services	528430997	\$195.00

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3/6/2024	Coastal Music Studios	Educational Services	528440300	\$180.00
3/6/2024	Courtney White Menezes	Educational Services	WHI020124	\$160.00
3/6/2024	Cristina Duke	Educational Services	DUK020724b	\$110.50
3/6/2024	Cristina Duke	Educational Services	DUK020724	\$71.00
3/6/2024	Cristina Duke	Educational Services	DUK020724c	\$130.00
3/6/2024	Cristina Duke	Educational Services	DUK020724a	\$71.00
3/6/2024	D.D. & S Learning Systems Inc.	Educational Services	528437461	\$506.00
3/6/2024	Danyelle Dale	Educational Services	DAL020224	\$198.00
3/6/2024	Driven Tutoring	Educational Services	528432142	\$225.00
3/6/2024	Eddie Khoury	Educational Services	KHO020524	\$33.00
3/6/2024	Eddie Khoury	Educational Services	KHO020524a	\$150.00
3/6/2024	Eddie Khoury	Educational Services	KHO020524b	\$99.00
3/6/2024	Elena Lemmon	Educational Services	LEM020224	\$585.00
3/6/2024	Endeavor Gymnastics	Educational Services	528426850	\$110.00
3/6/2024	Erin Packard	Educational Services	PAC020224e	\$90.00
3/6/2024	Erin Packard	Educational Services	PAC020224	\$180.00
3/6/2024	Erin Packard	Educational Services	PAC020224a	\$180.00
3/6/2024	Erin Packard	Educational Services	PAC020224b	\$87.50
3/6/2024	Freedom in Motion Inc.	Educational Services	528431004	\$625.00
3/6/2024	Friends of Willow Tree	Educational Services	528426866	\$13,182.62
3/6/2024	Gathered Oak LLC	Educational Services	528426870	\$828.00
3/6/2024	Giordano's ATA Martial Arts	Educational Services	528426884	\$150.00
3/6/2024	Gymninny Kids Inc	Educational Services	528434038	\$326.00
3/6/2024	JKW Innovations LLC	Educational Services	528437446	\$244.00
3/6/2024	Jeanette Lotze	Educational Services	LOT020524	\$66.00
3/6/2024	Jeanette Lotze	Educational Services	LOT020524a	\$66.00
3/6/2024	Joanie Mendenhall Studio Inc.	Educational Services	528432145	\$449.00
3/6/2024	Kellie Ebersole	Educational Services	EBE020624	\$415.00
3/6/2024	Kevin Lee	Educational Services	528431058	\$66.67
3/6/2024	Kevin Lee	Educational Services	528432156	\$133.34
3/6/2024	Laura George	Educational Services	528426872	\$245.00
3/6/2024	Laura Saldana	Educational Services	SAL020524	\$200.00
3/6/2024	Laura Saldana	Educational Services	SAL020524a	\$200.00
3/6/2024	Laura Saldana	Educational Services	SAL020524b	\$200.00

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3/6/2024	Leading Note Studios	Educational Services	528434025	\$165.00
3/6/2024	Leading Note Studios-San Marcos, I	Educational Services	528434034	\$1,206.66
3/6/2024	Legends Hospitality, LLC	Educational Services	4148	\$280.00
3/6/2024	Louvina Sheffield	Educational Services	528431040	\$876.00
3/6/2024	Marcelle Caratti	Educational Services	528426890	\$120.00
3/6/2024	Margaux Fantasia	Educational Services	FAN020224	\$396.00
3/6/2024	Margaux Fantasia	Educational Services	FAN020524	\$324.00
3/6/2024	Mary Longbottom Tutoring	Educational Services	528440319	\$241.67
3/6/2024	Megan Purcell	Educational Services	PUR020724a	\$125.00
3/6/2024	Melissa J. Diwa Enterprises	Educational Services	528437436	\$552.00
3/6/2024	Melissa J. Diwa Enterprises	Educational Services	528442172	\$450.00
3/6/2024	Michelle Peabody	Educational Services	PEA020224	\$220.00
3/6/2024	Michelle Peabody	Educational Services	PEA020124	\$98.50
3/6/2024	Michelle Peabody	Educational Services	PEA020624	\$94.60
3/6/2024	Mikala Aragon	Educational Services	528440293	\$329.99
3/6/2024	Mikala Janse van Rensburg	Educational Services	528431013	\$68.75
3/6/2024	Natalie Neal	Educational Services	NEA020624	\$461.13
3/6/2024	Natalie Neal	Educational Services	NEA020624a	\$475.44
3/6/2024	Rebecca Woolley	Educational Services	WOO020124	\$277.50
3/6/2024	Rebecca Woolley	Educational Services	WOO020124a	\$150.00
3/6/2024	Rebecca Woolley	Educational Services	WOO020124b	\$210.00
3/6/2024	Rebekah Hyde	Educational Services	528437449	\$240.00
3/6/2024	Renea Ree	Educational Services	528431022	\$535.00
3/6/2024	Robin Dapper	Educational Services	528431001	\$382.00
3/6/2024	Rock Creek Education Center	Educational Services	528431036	\$14,740.62
3/6/2024	Russell Glenn	Educational Services	GLE020124	\$70.00
3/6/2024	Sahar Zubaidi	Educational Services	528440331	\$300.00
3/6/2024	San Diego Liberal Arts Academy	Educational Services	528420073	\$5,250.00
3/6/2024	Sand n' Straw LLC	Educational Services	528420079	\$1,080.00
3/6/2024	Sandra Lund	Educational Services	528419996	\$194.00
3/6/2024	Sara Krause-Whyte	Educational Services	528437456	\$3,505.00
3/6/2024	Sebesta's Rocking K Ranch	Educational Services	528420084	\$940.00
3/6/2024	Sebesta's Rocking K Ranch	Educational Services	528426902	\$260.00
3/6/2024	Selene A. Gomez	Educational Services	528423987	\$240.00

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3/6/2024	Sharon Brown	Educational Services	BRO020724a	\$120.00
3/6/2024	Sharon Brown	Educational Services	BRO020724	\$120.00
3/6/2024	SoCal Gymnastics Training Center	Educational Services	528420095	\$933.25
3/6/2024	Sonya Rosenberg	Educational Services	528420064	\$630.00
3/6/2024	Steffani Clark-Jijon	Educational Services	528423985	\$544.00
3/6/2024	Stephanie Amaya	Educational Services	AMA013124	\$300.00
3/6/2024	Temecula Music Teacher, LLC	Educational Services	528431050	\$355.00
3/6/2024	The Performer's Academy	Educational Services	528420100	\$150.00
3/6/2024	Tutoring Club of Fallbrook	Educational Services	528420112	\$512.00
3/6/2024	U.S. Music Lessons	Educational Services	528424002	\$228.00
3/6/2024	Vanessa Anderson	Educational Services	528426862	\$140.00
3/6/2024	Vanta Development Group Inc.	Educational Services	INV-1094	\$1,250.00
3/6/2024	Xtreme Fit Murrieta Inc	Educational Services	528434042	\$156.00
3/6/2024	weXplore LLC	Educational Services	528440336	\$260.00
3/6/2024	Anthem Blue Cross	Health Insurance	0202402923221	\$29,674.57
3/6/2024	Guardian	Health Insurance	003Mar2024	\$4,203.61
3/6/2024	Hatch & Cesario, Attorneys-at-Law	Legal Fees	15781	\$34.00
3/6/2024	Bagger Sports	Marketing	5654	\$637.34
3/6/2024	Bagger Sports	Marketing	5653	\$2,755.05
3/6/2024	Amazon Capital Services, Inc.	Materials & Supplies - Office	1FJC-KHNT-X3RK	\$326.15
3/6/2024	Frontier	Phone / Internet / Website Fees	003Mar2024-41775	\$182.64
3/6/2024	Adam Bruno	Special Education Services	007	\$525.00
3/6/2024	Specialized Therapy Services, Inc.	Special Education Services	ELAA02-1223	\$885.00
3/6/2024	TSW Therapy, Inc.	Special Education Services	3140	\$132.50
3/6/2024	TSW Therapy, Inc.	Special Education Services	3138	\$1,126.27
3/6/2024	TSW Therapy, Inc.	Special Education Services	3139	\$2,570.54
3/6/2024	Greenbox Services LLC	Technology Equipment - Staff	2288	\$435.00
3/6/2024	Staples Technology Solutions	Technology Equipment - Students	PSP840	\$2,937.01
3/6/2024	AGiRepair, Inc.	Technology Services & Software - Education:	111713	\$99.00
3/6/2024	AGiRepair, Inc.	Technology Services & Software - Education:	112395	\$100.75
3/6/2024	School Pathways Holdings, LLC	Technology Services & Software - Education:	140-INV6133	\$4,523.81
3/6/2024	Staples Technology Solutions	Technology Services & Software - Education:	PSZ466	\$384.00
3/8/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1Y6W-HDK7-1HFK	\$7.97
3/8/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1YCQ-M9D1-XXGD	\$18.29

Warrant Register: March 1 - March 28, 2024, February CC Charges

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3/8/2024	Auriel's Light	Approved Core Curriculum, Teacher Manual	0000149	\$65.00
3/8/2024	Home Science Tools	Approved Core Curriculum, Teacher Manual	000567448	\$126.37
3/8/2024	Jamie Salgado	Approved Core Curriculum, Teacher Manual	SAL020924	\$160.68
3/8/2024	Logic of English	Approved Core Curriculum, Teacher Manual	SI-201655	\$210.13
3/8/2024	Logic of English	Approved Core Curriculum, Teacher Manual	SI-201640	\$39.99
3/8/2024	McGraw-Hill School Education, LLC	Approved Core Curriculum, Teacher Manual	1.31932E+11	\$2,393.74
3/8/2024	Mimeo.com, Inc	Approved Core Curriculum, Teacher Manual	1973675	\$216.29
3/8/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4347766	\$696.51
3/8/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4347765	\$587.82
3/8/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4352249	\$29.42
3/8/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4342160	\$255.11
3/8/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4351418	\$80.37
3/8/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4352250	\$43.33
3/8/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4352251	\$29.42
3/8/2024	Rooted in Language LLC	Approved Core Curriculum, Teacher Manual	1038	\$34.95
3/8/2024	Teacher Synergy LLC	Approved Core Curriculum, Teacher Manual	257106605	\$3.75
3/8/2024	Teacher Synergy LLC	Approved Core Curriculum, Teacher Manual	256686309	\$40.30
3/8/2024	The Regents of the University of Ca	Approved Core Curriculum, Teacher Manual	240157	\$399.00
3/8/2024	Thinkwell Corporation	Approved Core Curriculum, Teacher Manual	207327	\$34.95
3/8/2024	Well Trained Mind Press	Approved Core Curriculum, Teacher Manual	INV2301129	\$36.33
3/8/2024	Well Trained Mind Press	Approved Core Curriculum, Teacher Manual	INV2301126	\$41.33
3/8/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1Y6W-HDK7-1HFK	\$256.72
3/8/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1CQW-6CXQ-1WJL	\$46.24
3/8/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1RNR-XNYK-1N6G	\$38.01
3/8/2024	Elena Lemmon	Core Teaching/Student Supplies	LEM020924	\$79.99
3/8/2024	Lakeshore Learning Materials	Core Teaching/Student Supplies	2.28962E+11	\$44.69
3/8/2024	Little Passports, Inc	Core Teaching/Student Supplies	IN-0000997611	\$324.10
3/8/2024	Schoolhouse Discoveries LLC	Core Teaching/Student Supplies	1683	\$57.75
3/8/2024	Schoolhouse Discoveries LLC	Core Teaching/Student Supplies	1682	\$46.75
3/8/2024	Skinit Acquisition LLC	Core Teaching/Student Supplies	20026846	\$243.98
3/8/2024	Access Athle-Demics LLC	Educational Services	002	\$2,500.00
3/8/2024	Adelaida Abner	Educational Services	ABN021324	\$240.00
3/8/2024	Adriana Williams	Educational Services	WIL021324	\$183.00
3/8/2024	Ana Gutierrez-Soto	Educational Services	GUT021324	\$115.00

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3/8/2024	Andrea Reid	Educational Services	REI021424	\$22.00
3/8/2024	Andrew Luria	Educational Services	528447123	\$803.34
3/8/2024	April Holemo	Educational Services	HOL020924	\$120.00
3/8/2024	Breehan Mattison	Educational Services	MAT021224	\$122.00
3/8/2024	Breehan Mattison	Educational Services	MAT021224a	\$85.00
3/8/2024	Brenna Hill	Educational Services	528448021	\$140.00
3/8/2024	Bryan Thunstrom	Educational Services	THU020824	\$365.00
3/8/2024	Cadence Dance Project Inc.	Educational Services	528442175	\$75.00
3/8/2024	Candace Nielson	Educational Services	NIE020824e	\$80.00
3/8/2024	Candace Nielson	Educational Services	NIE020824c	\$30.00
3/8/2024	Candace Nielson	Educational Services	NIE020824a	\$80.00
3/8/2024	Candace Nielson	Educational Services	NIE020824h	\$80.00
3/8/2024	Candace Nielson	Educational Services	NIE020824	\$30.00
3/8/2024	Candace Nielson	Educational Services	NIE020824g	\$30.00
3/8/2024	Candace Nielson	Educational Services	NIE020824f	\$80.00
3/8/2024	Candace Nielson	Educational Services	NIE020824d	\$30.00
3/8/2024	Candace Nielson	Educational Services	NIE020824b	\$80.00
3/8/2024	Caroline Beus	Educational Services	528449761	\$280.00
3/8/2024	Chene Thompson	Educational Services	THO020924	\$45.00
3/8/2024	Cheryl McCormick	Educational Services	027	\$2,304.00
3/8/2024	Coastal Music Studios	Educational Services	528440864	\$1,035.00
3/8/2024	Courtney White Menezes	Educational Services	WHI021424a	\$110.33
3/8/2024	Courtney White Menezes	Educational Services	WHI021424	\$110.33
3/8/2024	Deven Herman	Educational Services	528442181	\$91.67
3/8/2024	Erin Packard	Educational Services	PAC021324	\$87.50
3/8/2024	Jennifer Doerrige	Educational Services	DOE021224b	\$74.50
3/8/2024	Jennifer Doerrige	Educational Services	DOE021224a	\$69.50
3/8/2024	Jennifer Doerrige	Educational Services	DOE021224	\$87.50
3/8/2024	Jessica Dvorkin	Educational Services	528440333	\$570.00
3/8/2024	Jessica Dvorkin	Educational Services	528490724	\$570.00
3/8/2024	Karyn Colon	Educational Services	COL021424	\$96.00
3/8/2024	Kylie Bridgford	Educational Services	BRI021224	\$88.00
3/8/2024	Kylie Bridgford	Educational Services	BRI020924	\$48.00
3/8/2024	Lauren Hernandez	Educational Services	HER020924b	\$373.00

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3/8/2024	Lauren Hernandez	Educational Services	HER020924c	\$226.10
3/8/2024	Lauren Hernandez	Educational Services	HER020924a	\$395.67
3/8/2024	Lauren Hernandez	Educational Services	HER020924	\$652.75
3/8/2024	Megan Purcell	Educational Services	PUR021424	\$96.00
3/8/2024	Melissa Allen	Educational Services	528444782	\$260.00
3/8/2024	Melissa Cole	Educational Services	528448015	\$110.00
3/8/2024	Melissa J. Diwa Enterprises	Educational Services	528449765	\$900.00
3/8/2024	Michelle Devlin	Educational Services	DEV021424	\$112.00
3/8/2024	Michelle Devlin	Educational Services	DEV021424a	\$112.00
3/8/2024	Naomi S. Manker	Educational Services	528474770	\$3,953.00
3/8/2024	Natalie Willis	Educational Services	WIL021424	\$130.00
3/8/2024	Natalie Willis	Educational Services	WIL021424a	\$130.00
3/8/2024	Oceanside Ivey Ranch Park Associat	Educational Services	528440310	\$375.00
3/8/2024	Paula Wilson	Educational Services	WIL021424	\$200.00
3/8/2024	Rap A Tap Center For The Arts	Educational Services	528444786	\$62.00
3/8/2024	Rebecca Woolley	Educational Services	WOO020824	\$125.00
3/8/2024	Rebecca Woolley	Educational Services	WOO020924	\$70.00
3/8/2024	Roos Music Inc.	Educational Services	528444787	\$390.00
3/8/2024	Rose Bowl Operating Company	Educational Services	0012985-IN	\$8,875.00
3/8/2024	Susan Zaugg	Educational Services	ZAU020924a	\$130.00
3/8/2024	Susan Zaugg	Educational Services	ZAU020924b	\$85.00
3/8/2024	Susan Zaugg	Educational Services	ZAU020924	\$130.00
3/8/2024	SwiftKick Martial Arts Inc.	Educational Services	528442183	\$374.00
3/8/2024	Tawny Barajas	Educational Services	BAR021424	\$125.00
3/8/2024	The Animation Course, LLC	Educational Services	021024-Simons	\$400.00
3/8/2024	Victoria Gomillion	Educational Services	GOM021424	\$22.00
3/8/2024	Knight Security & Fire Systems	Fire, Alarm & Pest control	186873	\$20.00
3/8/2024	Blank Rome LLP	Legal Fees	2175457	\$1,588.25
3/8/2024	Uline	Postage & Delivery - Educational	174261842	\$917.60
3/8/2024	McColgan & Associates, Inc.	Special Education Services	7026	\$640.00
3/8/2024	School Pathways Holdings, LLC	Technology Services & Software - Education:	140-INV6166	\$283.90
3/11/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	13H1-WGKL-1MT7	\$5.87
3/11/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1N4Y-YKTT-16WJ	\$14.57
3/11/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1XRM-KJD7-6TF1	\$7.57

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3/11/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	14CC-F1CC-3RPL	\$90.71
3/11/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1QJ4-JMX9-6193	\$34.61
3/11/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1J7J-DNGQ-7RPN	\$4.34
3/11/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1YGC-9JNF-97J3	\$11.30
3/11/2024	Brave Writer	Approved Core Curriculum, Teacher Manual	528404286	\$258.00
3/11/2024	Kent Christensen	Board Stipends - Attendance	03Mar2024ME	\$300.00
3/11/2024	Lindsey Burkett	Board Stipends - Attendance	03Mar2024ME	\$300.00
3/11/2024	Ronald Lloyd Jackson	Board Stipends - Attendance	03Mar2024ME	\$300.00
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1HGC-F7JK-4R1H	\$16.09
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1DVN-H6JD-66W3	\$134.29
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1RGC-HTK1-4FFH	\$80.86
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	11CF-7D3F-FCRP	\$15.40
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	17K4-CDJG-FF4J	\$26.93
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	17LC-XXLL-FK4P	\$26.93
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1CWY-QW9J-GDD7	\$14.17
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	14VX-FH69-FMTW	\$13.88
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	17XQ-1HQP-F4TF	\$26.93
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	17XQ-1HQP-F7LR	\$37.71
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1Y13-HP9C-FHPG	\$26.93
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1QKP-G1FV-FMLY	\$46.74
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	11M4-FKN1-GDL4	\$15.44
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1WKC-YKV1-DRKD	\$38.06
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1DW9-TLK7-FM6V	\$26.93
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1NPL-JHQ6-G4YR	\$6.07
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1GPC-LG3P-GQRR	\$72.26
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	16GJ-T9RG-FXTQ	\$13.81
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1CWY-QW9J-FGYT	\$37.71
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1GTN-PDHP-G7XH	\$84.02
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1K41-G1VP-F9TQ	\$26.93
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1XGV-F694-6VXC	\$32.44
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1QJ4-JMX9-6193	\$104.59
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1MK9-H4LX-69ML	\$26.90
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1JWK-99RX-HDQM	\$84.80
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1HGC-F7JK-GFJF	\$84.02

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3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1RCF-QLH4-HMHC	\$37.71
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1P7C-3VJK-1H6R	\$25.97
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1XRM-KJD7-6VXR	\$36.62
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1J7J-DNGQ-99RX	\$27.67
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1GK6-VJYJ-9R9D	\$217.99
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1NRD-KFGN-7N3R	\$63.50
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1P7C-3VJK-93NP	\$47.48
3/11/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1V4C-GYW6-6WLW	\$17.88
3/11/2024	Gabrielle Albanese	Educational Services	ALB020224	\$10.00
3/11/2024	Gabrielle Albanese	Educational Services	ALB020224a	\$10.00
3/11/2024	Knott's Berry Farm	Educational Services	044RC10918144	\$446.50
3/11/2024	Sarah Thompson	Educational Services	004	\$1,230.00
3/11/2024	Amazon Capital Services, Inc.	Technology Equipment - Staff	1LK9-6K19-GGDL	\$669.17
3/13/2024	Beatriz Sanchez	Approved Core Curriculum, Teacher Manual	SAN021624	\$109.99
3/13/2024	Bright Thinker, Inc.	Approved Core Curriculum, Teacher Manual	SINV8920	\$295.00
3/13/2024	Outschool, Inc.	Approved Core Curriculum, Teacher Manual	12345726986	\$40.00
3/13/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4344300	\$58.41
3/13/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4354785	\$40.90
3/13/2024	Studies Weekly	Approved Core Curriculum, Teacher Manual	502414	\$86.49
3/13/2024	Studies Weekly	Approved Core Curriculum, Teacher Manual	502415	\$86.89
3/13/2024	Eddie Khoury	Core Teaching/Student Supplies	KHO022124	\$49.95
3/13/2024	Kelsey Swann	Core Teaching/Student Supplies	SWA022124	\$119.99
3/13/2024	Swank Motion Pictures Inc	Core Teaching/Student Supplies	384990	\$900.00
3/13/2024	Aislynn Gamez	Educational Services	GAM021624	\$92.00
3/13/2024	Aislynn Gamez	Educational Services	GAM022124	\$150.00
3/13/2024	Alisa Nakano	Educational Services	001	\$75.00
3/13/2024	Amber Willis	Educational Services	WIL022124	\$12.00
3/13/2024	Amber Willis	Educational Services	WIL022124b	\$12.00
3/13/2024	Amber Willis	Educational Services	WIL022124a	\$12.00
3/13/2024	Ana Gutierrez-Soto	Educational Services	GUT021624a	\$105.00
3/13/2024	Ana Gutierrez-Soto	Educational Services	GUT021624	\$105.00
3/13/2024	Ashley Jordan	Educational Services	JOR021624a	\$40.00
3/13/2024	Ashley Jordan	Educational Services	JOR021624	\$75.00
3/13/2024	Ashley Jordan	Educational Services	JOR022124a	\$18.95

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3/13/2024	Candace Nielson	Educational Services	NIE022124a	\$66.00
3/13/2024	Candace Nielson	Educational Services	NIE022124c	\$66.00
3/13/2024	Candace Nielson	Educational Services	NIE022124b	\$66.00
3/13/2024	Candace Nielson	Educational Services	NIE022124	\$66.00
3/13/2024	Chelsea Price	Educational Services	PRI021624	\$199.00
3/13/2024	Courtney White Menezes	Educational Services	WHI021624	\$110.33
3/13/2024	Cristina Duke	Educational Services	DUK022124	\$80.00
3/13/2024	David Trask	Educational Services	528461059	\$196.67
3/13/2024	DeAnna Brown	Educational Services	BRO022024	\$700.00
3/13/2024	DeAnna Brown	Educational Services	BRO022024a	\$700.00
3/13/2024	Douglas Bodger	Educational Services	BOD022124	\$64.00
3/13/2024	Edward Walker	Educational Services	WAL022124	\$37.50
3/13/2024	Elizabeth Jacinto	Educational Services	JAC022124	\$136.00
3/13/2024	Erika Lupo	Educational Services	LUP021524	\$185.00
3/13/2024	Erika Lupo	Educational Services	LUP022124	\$140.00
3/13/2024	Grace Rohrer	Educational Services	ROH022024a	\$68.00
3/13/2024	Grace Rohrer	Educational Services	ROH022024b	\$68.00
3/13/2024	Grace Rohrer	Educational Services	ROH022024	\$68.00
3/13/2024	Jamie Augusto	Educational Services	AUG021624	\$300.00
3/13/2024	Jennifer Farris	Educational Services	FAR022024	\$546.96
3/13/2024	Katherine Jackson	Educational Services	JAC021624	\$85.00
3/13/2024	Kimberly Keeth	Educational Services	528477619	\$3,280.00
3/13/2024	Kiri Baldi	Educational Services	BAL021624	\$320.00
3/13/2024	Louvina Sheffield	Educational Services	528458173	\$346.36
3/13/2024	Melissa J. Diwa Enterprises	Educational Services	528459263	\$360.00
3/13/2024	Mr. D Math, LLC	Educational Services	528461051	\$1,058.00
3/13/2024	Nancy Wong	Educational Services	WON021524a	\$82.77
3/13/2024	Nancy Wong	Educational Services	WON021524	\$97.22
3/13/2024	Rock Creek Education Center	Educational Services	528458170	\$823.67
3/13/2024	Savannah Schuster	Educational Services	031124	\$800.00
3/13/2024	SoCal STEM LLC	Educational Services	528458174	\$1,163.00
3/13/2024	Torrence Temple	Educational Services	10024301	\$1,300.00
3/13/2024	Tranhoai Nguyen	Educational Services	NGU021624a	\$100.00
3/13/2024	Tranhoai Nguyen	Educational Services	NGU021624	\$100.00

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3/13/2024	Wendy Yen	Educational Services	528458175	\$192.00
3/13/2024	Industrial Fire Protection	Fire, Alarm & Pest control	EE07902	\$25.00
3/13/2024	Mary R. Pierce, Esq.	Legal Fees	202416	\$427.50
3/13/2024	Amazon Capital Services, Inc.	Materials & Supplies - Office	16TF-YMLX-4CRG	\$187.57
3/13/2024	Life Storage	Rent - Facilities Lease	003Mar24#658b	\$156.50
3/13/2024	T-Mobile	Technology Services & Software - Education:	988741886-10	\$11,390.60
3/13/2024	Southern California Edison	Utilities - Gas/Electric/Water	003MarSCE2024ME	\$340.31
3/13/2024	Marsh & McLennan Agency, LLC	Workers Compensation	2584181	\$4,067.50
3/14/2024	Great American Insurance Group	General Liability Insurance	002Feb2024ME	\$3,124.00
3/18/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1JKD-JNYK-C7TX	\$19.88
3/18/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1GPW-7JW6-DDPH	\$68.08
3/18/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1NX6-KPYR-HX9T	\$9.89
3/18/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1NQ7-YK3F-FW47	\$18.30
3/18/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	177F-JHNJ-GPPD	\$69.71
3/18/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	177F-JHNJ-GPHV	\$69.63
3/18/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1Y74-L4GJ-G9L6	\$61.55
3/18/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1R3Q-V317-NNJQ	\$23.63
3/18/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	19KD-VF4W-MN6D	\$55.09
3/18/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1WPW-JYVX-NFF4	\$89.13
3/18/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1LJD-MQQW-1YFG	\$70.58
3/18/2024	AoPS Incorporated	Approved Core Curriculum, Teacher Manual	INV2308047	\$470.00
3/18/2024	AoPS Incorporated	Approved Core Curriculum, Teacher Manual	INV2308046	\$96.00
3/18/2024	Beautiful Feet Books, Inc.	Approved Core Curriculum, Teacher Manual	22538	\$20.50
3/18/2024	BookShark, LLC	Approved Core Curriculum, Teacher Manual	BI0033815	\$435.10
3/18/2024	Dash Into Learning	Approved Core Curriculum, Teacher Manual	677310387	\$103.98
3/18/2024	Dash Into Learning	Approved Core Curriculum, Teacher Manual	677310392	\$174.99
3/18/2024	Demme Learning LLC	Approved Core Curriculum, Teacher Manual	S004343	\$71.03
3/18/2024	Home Science Tools	Approved Core Curriculum, Teacher Manual	000571345	\$103.79
3/18/2024	Learning Without Tears	Approved Core Curriculum, Teacher Manual	INV198475	\$34.23
3/18/2024	Logic of English	Approved Core Curriculum, Teacher Manual	SI-202889	\$103.73
3/18/2024	Logic of English	Approved Core Curriculum, Teacher Manual	SI-202892	\$295.06
3/18/2024	Miaplaza, Inc.	Approved Core Curriculum, Teacher Manual	4552	\$340.00
3/18/2024	Miaplaza, Inc.	Approved Core Curriculum, Teacher Manual	4553	\$340.00
3/18/2024	Pandia Press	Approved Core Curriculum, Teacher Manual	1031	\$52.99

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3/18/2024	Peterson's LLC	Approved Core Curriculum, Teacher Manual	INV-2255353	\$136.31
3/18/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4362974	\$491.01
3/18/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4362996	\$359.33
3/18/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4362934	\$55.99
3/18/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4363054	\$58.92
3/18/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4362937	\$107.74
3/18/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4362953	\$41.59
3/18/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4362938	\$28.98
3/18/2024	Singapore Math Inc.	Approved Core Curriculum, Teacher Manual	S307869	\$191.76
3/18/2024	Studies Weekly	Approved Core Curriculum, Teacher Manual	501638	\$106.09
3/18/2024	Teacher Synergy LLC	Approved Core Curriculum, Teacher Manual	258099160	\$10.55
3/18/2024	Teacher Synergy LLC	Approved Core Curriculum, Teacher Manual	258099038	\$26.00
3/18/2024	Time4Learning	Approved Core Curriculum, Teacher Manual	7632572	\$125.00
3/18/2024	Valley Office Equipment	Copier Lease, Service, Toner & Repair	IN2402-1406	\$15.62
3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1WPW-JYVX-CTMW	\$358.78
3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	16F4-GNPT-DY6T	\$28.54
3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1N4Y-YKTT-CX6Q	\$63.83
3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	19KD-VF4W-9QK9	\$257.10
3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1NX6-KPYR-HX9T	\$109.00
3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1PHH-P3P9-GP4K	\$68.75
3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1YVK-1WGF-HWWG	\$21.54
3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1JKD-JNYK-H9NW	\$45.71
3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1JNT-LTR1-GJG3	\$15.25
3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	13CF-CHKW-FP1Y	\$42.18
3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1Y74-L4GJ-G9L6	\$32.15
3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	11GM-4MDC-NTY3	\$72.27
3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1JKD-JNYK-NMJH	\$110.14
3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1R3Q-V317-NNJQ	\$12.34
3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	19KD-VF4W-MN6D	\$57.13
3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1WPW-JYVX-NFF4	\$121.02
3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1N4Y-YKTT-MPN9	\$10.76
3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1D9D-R96M-MNP9	\$232.36
3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	11N6-QGMR-MVV3	\$15.07
3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1GPW-7JW6-KKTK	\$267.05

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3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1MDK-WKLT-N1H1	\$204.66
3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1YVK-1WGF-ND9W	\$96.74
3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1YGC-9JNF-NWJJ	\$186.46
3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1N4Y-YKTT-VCVQ	\$773.68
3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1Y74-L4GJ-Q9YM	\$27.05
3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1GK6-VJYJ-X4LT	\$5.27
3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	19G3-MHGK-QHCR	\$309.29
3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	14CC-F1CC-PRJQ	\$26.93
3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1L7X-FCLF-C9QP	\$25.85
3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1LJD-MQQW-1YFG	\$173.46
3/18/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1FMF-X3DM-6L9V	\$16.15
3/18/2024	Kids Art Box	Core Teaching/Student Supplies	1E+11	\$210.00
3/18/2024	KiwiCo, Inc.	Core Teaching/Student Supplies	KE-8211288A02242454	\$603.29
3/18/2024	KiwiCo, Inc.	Core Teaching/Student Supplies	KE-AC3B73B302242401	\$247.77
3/18/2024	Lakeshore Learning Materials	Core Teaching/Student Supplies	2.59867E+11	\$276.09
3/18/2024	Little Passports, Inc	Core Teaching/Student Supplies	IN-0000997746	\$232.09
3/18/2024	Little Passports, Inc	Core Teaching/Student Supplies	IN-0000997747	\$136.70
3/18/2024	Paula Wilson	Core Teaching/Student Supplies	WIL022224	\$45.40
3/18/2024	Staples Business Credit	Core Teaching/Student Supplies	6000342368	\$54.35
3/18/2024	Tranhoai Nguyen	Core Teaching/Student Supplies	NGU022324	\$250.00
3/18/2024	Abderrahmane Ouagague	Educational Services	OUA022324b	\$250.00
3/18/2024	Abderrahmane Ouagague	Educational Services	OUA022324	\$250.00
3/18/2024	Abderrahmane Ouagague	Educational Services	OUA022324d	\$250.00
3/18/2024	Abderrahmane Ouagague	Educational Services	OUA022324a	\$250.00
3/18/2024	Abderrahmane Ouagague	Educational Services	OUA022324c	\$250.00
3/18/2024	Abderrahmane Ouagague	Educational Services	OUA022724c	\$250.00
3/18/2024	Abderrahmane Ouagague	Educational Services	OUA022724b	\$250.00
3/18/2024	Abderrahmane Ouagague	Educational Services	OUA022724	\$250.00
3/18/2024	Abderrahmane Ouagague	Educational Services	OUA022724d	\$250.00
3/18/2024	Abderrahmane Ouagague	Educational Services	OUA022724a	\$250.00
3/18/2024	Alicia M Ferreira	Educational Services	528474703	\$464.17
3/18/2024	All Things Music	Educational Services	528474710	\$714.99
3/18/2024	Allison Browning	Educational Services	528477623	\$270.00
3/18/2024	Amorsolo Lacanilao Jr.	Educational Services	LAC022724	\$68.75

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3/18/2024	Amy Kay	Educational Services	KAY022824	\$109.67
3/18/2024	Andrea Reid	Educational Services	REI022624	\$64.00
3/18/2024	Andrew Lovasz	Educational Services	LOV022724	\$137.50
3/18/2024	Andrew Lovasz	Educational Services	LOV022724a	\$125.00
3/18/2024	April Holemo	Educational Services	HOL022324	\$160.00
3/18/2024	Ashley Jordan	Educational Services	JOR022324	\$19.95
3/18/2024	Ashley Jordan	Educational Services	JOR022324b	\$19.95
3/18/2024	Bernadette Milien	Educational Services	MIL022724	\$105.00
3/18/2024	Beyond Today Sports Institute	Educational Services	528474712	\$960.00
3/18/2024	Brain Builders STEM Education	Educational Services	528481207	\$2,499.85
3/18/2024	Brenna Hill	Educational Services	528475633	\$280.00
3/18/2024	Bryan Thunstrom	Educational Services	THU022324	\$86.00
3/18/2024	Bryan Thunstrom	Educational Services	THU022324a	\$86.00
3/18/2024	Cadence Dance Project Inc.	Educational Services	528481209	\$75.00
3/18/2024	Cambria Lingenfelder	Educational Services	528474763	\$850.00
3/18/2024	Coastal Music Studios	Educational Services	528481213	\$2,055.00
3/18/2024	Courtney White Menezes	Educational Services	WHI022924	\$295.00
3/18/2024	David Trask	Educational Services	528474817	\$344.17
3/18/2024	Drawn2Art San Diego Inc.	Educational Services	528474729	\$416.00
3/18/2024	Driven Tutoring	Educational Services	528481216	\$1,575.00
3/18/2024	Eddie Khoury	Educational Services	KHO022324	\$33.00
3/18/2024	Eddie Khoury	Educational Services	KHO022824	\$66.33
3/18/2024	Eddie Khoury	Educational Services	KHO022824a	\$359.00
3/18/2024	Edward Walker	Educational Services	WAL022324d	\$144.00
3/18/2024	Edward Walker	Educational Services	WAL022324c	\$144.00
3/18/2024	Edward Walker	Educational Services	WAL022324b	\$144.00
3/18/2024	Edward Walker	Educational Services	WAL022324a	\$144.00
3/18/2024	Edward Walker	Educational Services	WAL022324	\$144.00
3/18/2024	Elena Lemmon	Educational Services	LEM022724	\$195.00
3/18/2024	Elizabeth Magoon	Educational Services	MAG022824	\$66.00
3/18/2024	Elizabeth Magoon	Educational Services	MAG022824a	\$66.00
3/18/2024	Foundations Tutoring	Educational Services	528474731	\$201.25
3/18/2024	Gabrielle Albanese	Educational Services	ALB022824	\$174.00
3/18/2024	Gathered Oak LLC	Educational Services	528477614	\$828.00

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3/18/2024	Jaclyn Hutchins*	Educational Services	528474739	\$245.00
3/18/2024	Jacob Coronado	Educational Services	COR022224	\$360.00
3/18/2024	Jacob Coronado	Educational Services	COR022224a	\$360.00
3/18/2024	Jacquelynn Hoare	Educational Services	HOA022324d	\$544.00
3/18/2024	Jacquelynn Hoare	Educational Services	HOA022324b	\$160.00
3/18/2024	Jacquelynn Hoare	Educational Services	HOA022324	\$136.00
3/18/2024	Jacquelynn Hoare	Educational Services	HOA022324a	\$152.00
3/18/2024	Jeffrey Johnson	Educational Services	528474744	\$1,142.00
3/18/2024	Jennifer Doerrige	Educational Services	DOE022324a	\$38.00
3/18/2024	Jessica Moller	Educational Services	528468660	\$233.34
3/18/2024	Jessica Moller	Educational Services	528474766	\$668.51
3/18/2024	Joanie Mendenhall Studio Inc.	Educational Services	528475616	\$151.00
3/18/2024	Katherine Orme	Educational Services	ORM022824	\$160.00
3/18/2024	Kelsey Swann	Educational Services	SWA022724	\$275.00
3/18/2024	Laura Palmer	Educational Services	PAL022624	\$150.00
3/18/2024	Leading Note Studios	Educational Services	528474751	\$495.00
3/18/2024	Leading Note Studios-San Marcos, I	Educational Services	528474757	\$1,536.66
3/18/2024	Lena Olson	Educational Services	017	\$250.00
3/18/2024	Megan McDaniel	Educational Services	MCD022724a	\$199.00
3/18/2024	Megan McDaniel	Educational Services	MCD022724	\$199.00
3/18/2024	Megan Offenbecher	Educational Services	528475628	\$640.00
3/18/2024	Megan Purcell	Educational Services	PUR022824	\$125.00
3/18/2024	Melissa J. Diwa Enterprises	Educational Services	528474717	\$630.00
3/18/2024	Melissa J. Diwa Enterprises	Educational Services	528477612	\$180.00
3/18/2024	Michelle Peabody	Educational Services	PEA022324	\$200.00
3/18/2024	Natalia Martinez Rodriguez	Educational Services	MAR022224	\$144.79
3/18/2024	Natalia Martinez Rodriguez	Educational Services	MAR022724a	\$138.00
3/18/2024	Natalia Martinez Rodriguez	Educational Services	MAR022724	\$148.00
3/18/2024	Noonan Family Swim School, Inc.	Educational Services	528474778	\$165.00
3/18/2024	Noonan Family Swim School, Inc.	Educational Services	528474785	\$224.00
3/18/2024	Rap A Tap Center For The Arts	Educational Services	528474789	\$62.00
3/18/2024	Rebecca Woolley	Educational Services	WOO022824	\$277.50
3/18/2024	Rebecca Woolley	Educational Services	WOO022824a	\$80.81
3/18/2024	Rebecca Woolley	Educational Services	WOO022824b	\$600.00

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3/18/2024	Robin Dapper	Educational Services	528474720	\$382.00
3/18/2024	Rock Creek Education Center	Educational Services	528468597	\$219.99
3/18/2024	Rock Creek Education Center	Educational Services	528474790	\$18,580.03
3/18/2024	Rock Rose School for Creative Learr	Educational Services	528477617	\$445.00
3/18/2024	Rock Rose School for Creative Learr	Educational Services	528474733	\$2,493.25
3/18/2024	Sand n' Straw LLC	Educational Services	528474803	\$1,570.00
3/18/2024	Sandra Lund	Educational Services	528474765	\$194.00
3/18/2024	Sebesta's Rocking K Ranch	Educational Services	528474806	\$1,330.00
3/18/2024	Shira Miller	Educational Services	MIL022624a	\$35.00
3/18/2024	Shira Miller	Educational Services	MIL022624	\$35.00
3/18/2024	SoCal Gymnastics Training Center	Educational Services	528474811	\$957.00
3/18/2024	Teresa Jimenez	Educational Services	JIM022224	\$105.30
3/18/2024	Teresa Jimenez	Educational Services	JIM022724	\$117.00
3/18/2024	Tranhoai Nguyen	Educational Services	NGU022324a	\$160.00
3/18/2024	Tranhoai Nguyen	Educational Services	NGU022724	\$320.00
3/18/2024	Tutoring Club of Fallbrook	Educational Services	528474823	\$512.00
3/18/2024	Hatch & Cesario, Attorneys-at-Law	Legal Fees	15858	\$510.00
3/18/2024	Hatch & Cesario, Attorneys-at-Law	Legal Fees	15859	\$102.00
3/18/2024	Hatch & Cesario, Attorneys-at-Law	Legal Fees	15857	\$68.00
3/18/2024	Specialized Therapy Services, Inc.	Special Education Services	ELAA02-0124	\$1,232.50
3/18/2024	OPS	Technology Services & Software - Education:	2523	\$1,282.83
3/19/2024	Prime Educational Solutions	Back Office Fees	1101	\$49,000.00
3/19/2024	Prime Educational Solutions	Back Office Fees	1101	\$66,020.64
3/20/2024	Studies Weekly	Approved Core Curriculum, Teacher Manual	502933	\$43.45
3/20/2024	Teacher Synergy LLC	Approved Core Curriculum, Teacher Manual	258951909	\$35.50
3/20/2024	All Things Music	Core Teaching/Student Supplies	70721	\$26.92
3/20/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1636-WQ1N-DFT1	\$10.76
3/20/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1WML-GLJT-CY1X	\$2.74
3/20/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	131D-PGR9-GT7D	\$138.10
3/20/2024	Skinit Acquisition LLC	Core Teaching/Student Supplies	20026915	\$396.22
3/20/2024	Amy Kay	Educational Services	KAY022924	\$175.00
3/20/2024	Andrew Luria	Educational Services	528481223	\$695.00
3/20/2024	Eddie Khoury	Educational Services	KHO022924	\$99.00
3/20/2024	Jaclyn Hutchins*	Educational Services	528481218	\$315.00

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3/20/2024	Jennifer Doerrige	Educational Services	DOE022924	\$86.88
3/20/2024	Megan Offenbecher	Educational Services	528481224	\$640.00
3/20/2024	Megan Purcell	Educational Services	PUR022924	\$60.00
3/20/2024	Melissa J. Diwa Enterprises	Educational Services	528481200	\$564.00
3/20/2024	Melissa Leonard	Educational Services	528478583	\$560.00
3/20/2024	Susan Zaugg	Educational Services	ZAU022924a	\$130.00
3/20/2024	Susan Zaugg	Educational Services	ZAU022924	\$130.00
3/20/2024	SwiftKick Martial Arts Inc.	Educational Services	528481232	\$374.00
3/20/2024	U.S. Music Lessons	Educational Services	528481237	\$548.00
3/20/2024	Waterworks Aquatics CB	Educational Services	528481241	\$789.66
3/20/2024	Certifix Live Scan	Fingerprinting	85369	\$74.00
3/22/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1RPV-D7CY-3JGL	\$55.70
3/22/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1CDH-1JYQ-1QNN	\$28.00
3/22/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	14D1-N6XL-9TWK	\$17.46
3/22/2024	Curiosity Chronicles	Approved Core Curriculum, Teacher Manual	0000689	\$128.89
3/22/2024	Home Science Tools	Approved Core Curriculum, Teacher Manual	000572869	\$49.92
3/22/2024	Logic of English	Approved Core Curriculum, Teacher Manual	SI-203426	\$294.19
3/22/2024	MEL Science U.S., LLC	Approved Core Curriculum, Teacher Manual	EL2024030403	\$324.64
3/22/2024	Outschool, Inc.	Approved Core Curriculum, Teacher Manual	12345728188	\$32.00
3/22/2024	Outschool, Inc.	Approved Core Curriculum, Teacher Manual	12345728187	\$40.00
3/22/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4363062	\$191.34
3/22/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4370333	\$101.76
3/22/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4370332	\$131.61
3/22/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4371484	\$223.65
3/22/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4371782	\$192.87
3/22/2024	Royal Fireworks Publishing	Approved Core Curriculum, Teacher Manual	120470	\$127.60
3/22/2024	Teaching Textbooks, LLC	Approved Core Curriculum, Teacher Manual	55129	\$45.95
3/22/2024	Thinkwell Corporation	Approved Core Curriculum, Teacher Manual	207346	\$34.95
3/22/2024	Thinkwell Corporation	Approved Core Curriculum, Teacher Manual	207349	\$34.95
3/22/2024	Thinkwell Corporation	Approved Core Curriculum, Teacher Manual	207347	\$34.95
3/22/2024	Thinkwell Corporation	Approved Core Curriculum, Teacher Manual	207348	\$34.95
3/22/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1JP4-KQW9-KLF4	\$7.37
3/22/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1DHK-LKKY-3VNL	\$214.14
3/22/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1XHW-6CFL-X77D	\$95.13

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3/22/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1J1T-WJWF-14KC	\$17.89
3/22/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1RPV-D7CY-3JGL	\$52.06
3/22/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1L99-JL77-4XXX	\$224.12
3/22/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1QLV-WYFH-HJCQ	\$131.39
3/22/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1V3G-C14P-HNV9	\$26.93
3/22/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1HHC-NYC7-JH1C	\$243.75
3/22/2024	My ZOO Box	Core Teaching/Student Supplies	4B9B26BD-0010	\$185.85
3/22/2024	Schoolhouse Discoveries LLC	Core Teaching/Student Supplies	1750	\$65.74
3/22/2024	Access Athle-Demics LLC	Educational Services	003	\$2,500.00
3/22/2024	Adelaida Abner	Educational Services	ABN030424	\$169.00
3/22/2024	All Things Music	Educational Services	528486406	\$250.00
3/22/2024	Amber Pich	Educational Services	528486281	\$455.00
3/22/2024	Amorsolo Lacanilao Jr.	Educational Services	LAC030424	\$63.75
3/22/2024	Andrew Luria	Educational Services	528486257	\$202.08
3/22/2024	Automotive Technology Group, Inc	Educational Services	528486324	\$1,600.00
3/22/2024	Beyond Today Sports Institute	Educational Services	528486220	\$1,000.00
3/22/2024	Branche Jones	Educational Services	124	\$1,500.00
3/22/2024	Cavco Enterprises, inc.	Educational Services	528486312	\$449.00
3/22/2024	Chelsea Price	Educational Services	PRI030124	\$199.00
3/22/2024	Christina Barber	Educational Services	528486235	\$177.00
3/22/2024	Club Z! Tutoring Temecula	Educational Services	528490677	\$195.00
3/22/2024	Courtney White Menezes	Educational Services	WHI030424	\$110.33
3/22/2024	Cristina Gregorio	Educational Services	GRE030424	\$65.00
3/22/2024	Cristina Gregorio	Educational Services	GRE030424a	\$110.00
3/22/2024	Elsa Caberte	Educational Services	528486245	\$250.00
3/22/2024	Endeavor Gymnastics	Educational Services	528490694	\$110.00
3/22/2024	Erika Lupo	Educational Services	LUP030424	\$60.00
3/22/2024	Freedom in Motion Inc.	Educational Services	528486228	\$444.00
3/22/2024	Friends of Willow Tree	Educational Services	528486231	\$16,747.13
3/22/2024	Gathered Oak LLC	Educational Services	528486239	\$140.00
3/22/2024	Gymninny Kids Inc	Educational Services	528490717	\$1,830.42
3/22/2024	Head2Heart Partners in Education	Educational Services	528490701	\$2,625.00
3/22/2024	JMK Ninja Studio LLC	Educational Services	528490723	\$265.00
3/22/2024	Jeannette Growler	Educational Services	GRO030124	\$10.00

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3/22/2024	Karyn Colon	Educational Services	COL030424	\$96.00
3/22/2024	Kevin Lee	Educational Services	528486318	\$200.01
3/22/2024	Laura George	Educational Services	528481302	\$157.50
3/22/2024	Laura Wedemeyer	Educational Services	528486260	\$175.00
3/22/2024	Little Dell Music Studio	Educational Services	528486268	\$292.00
3/22/2024	Louvina Sheffield	Educational Services	528486286	\$1,076.36
3/22/2024	Marcelle Caratti	Educational Services	528486272	\$120.00
3/22/2024	Matthew Clark	Educational Services	CLA030124	\$169.00
3/22/2024	Melissa Cole	Educational Services	528490674	\$165.00
3/22/2024	Melissa Leonard	Educational Services	528486274	\$610.00
3/22/2024	Mikala Janse van Rensburg	Educational Services	528486251	\$68.75
3/22/2024	Natalia Martinez Rodriguez	Educational Services	MAR030424	\$159.00
3/22/2024	Neesha N. Rahim	Educational Services	072	\$7,500.00
3/22/2024	Neesha N. Rahim	Educational Services	054	\$15,750.00
3/22/2024	Rebekah Hyde	Educational Services	528481225	\$165.00
3/22/2024	Reshma Solbach	Educational Services	528486224	\$100.00
3/22/2024	Roos Music Inc.	Educational Services	528481229	\$585.00
3/22/2024	Russell Glenn	Educational Services	GLE030424	\$105.00
3/22/2024	Sarah Larson	Educational Services	LAR030124	\$141.00
3/22/2024	SoCal STEM LLC	Educational Services	528486295	\$438.00
3/22/2024	Sonya Rosenberg	Educational Services	528486285	\$630.00
3/22/2024	Steffani Clark-Jijon	Educational Services	528486248	\$680.00
3/22/2024	Temecula Music Teacher, LLC	Educational Services	528486303	\$240.00
3/22/2024	Vanessa Anderson	Educational Services	528486225	\$210.00
3/22/2024	weXplore LLC	Educational Services	528486332	\$260.00
3/22/2024	Frontier	Phone / Internet / Website Fees	004Apr2024-41775	\$182.64
3/22/2024	FIS LOCKBOX OPERATIONS ATTN:PI	Postage & Delivery - Educational	026.ME	\$7,000.00
3/22/2024	Mia Blackwell	Professional Development	BLA030424	\$105.87
3/22/2024	Staples Technology Solutions	Technology Equipment - Students	PUJ675	\$2,937.01
3/22/2024	AGiRepair, Inc.	Technology Services & Software - Education:	114961	\$120.75
3/22/2024	AGiRepair, Inc.	Technology Services & Software - Education:	114960	\$120.75
3/22/2024	School Pathways Holdings, LLC	Technology Services & Software - Education:	140-INV6193	\$4,523.71
3/25/2024	Kent Christensen	Board Stipends - Attendance	03Mar2024MEa	\$300.00
3/25/2024	Lindsey Burkett	Board Stipends - Attendance	03Mar2024MEa	\$300.00

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3/25/2024	Ronald Lloyd Jackson	Board Stipends - Attendance	03Mar2024MEa	\$300.00
3/26/2024	All About Learning Press, Inc.	Approved Core Curriculum, Teacher Manual	920328	\$192.92
3/26/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1CX1-G7Y6-6NH7	\$46.18
3/26/2024	Amazon Capital Services, Inc.	Approved Core Curriculum, Teacher Manual	1DRJ-RT91-7LPQ	\$16.15
3/26/2024	Blackbird & Company	Approved Core Curriculum, Teacher Manual	17580	\$31.92
3/26/2024	Institute for Excellence in Writing	Approved Core Curriculum, Teacher Manual	1112656	\$44.19
3/26/2024	JackKris Publishing, LLC	Approved Core Curriculum, Teacher Manual	19261	\$44.99
3/26/2024	Logic of English	Approved Core Curriculum, Teacher Manual	SI-203604	\$388.11
3/26/2024	Logic of English	Approved Core Curriculum, Teacher Manual	SI-203742	\$119.05
3/26/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4377333	\$40.90
3/26/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4377331	\$45.92
3/26/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4377332	\$109.25
3/26/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4377334	\$44.67
3/26/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4377329	\$15.93
3/26/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4377328	\$91.21
3/26/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4377335	\$36.88
3/26/2024	Singapore Math Inc.	Approved Core Curriculum, Teacher Manual	S308685	\$193.40
3/26/2024	Singapore Math Inc.	Approved Core Curriculum, Teacher Manual	S308640	\$30.09
3/26/2024	So Simple Learning/Kermit So	Approved Core Curriculum, Teacher Manual	1116	\$89.95
3/26/2024	Teacher Synergy LLC	Approved Core Curriculum, Teacher Manual	259287415	\$9.00
3/26/2024	Teacher Synergy LLC	Approved Core Curriculum, Teacher Manual	259287101	\$17.95
3/26/2024	Teacher Synergy LLC	Approved Core Curriculum, Teacher Manual	259666915	\$7.25
3/26/2024	Teacher Synergy LLC	Approved Core Curriculum, Teacher Manual	259817328	\$22.00
3/26/2024	Treetop Publishing Inc	Approved Core Curriculum, Teacher Manual	683707	\$65.50
3/26/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1W6X-WFJK-N1TK	\$22.50
3/26/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1G17-3NDQ-MKXW	\$26.93
3/26/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1KX7-7DVY-LPLC	\$22.50
3/26/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1CWJ-CP4R-MP79	\$56.90
3/26/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1XX1-JPXF-P4FD	\$12.71
3/26/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1CX1-G7Y6-6NH7	\$227.89
3/26/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1XD6-69N7-7VCT	\$101.46
3/26/2024	Angel Bareno-Egan	Core Teaching/Student Supplies	BAR030724	\$322.60
3/26/2024	Carroll Business Supply, Inc	Core Teaching/Student Supplies	996591-0	\$64.95
3/26/2024	Lego Education	Core Teaching/Student Supplies	1190599039	\$344.75

Elite Academic Academy - Mountain Empire

3/26/2024	Megan Purcell	Core Teaching/Student Supplies	PUR030624	\$75.78
3/26/2024	Rainbow Resource Center	Core Teaching/Student Supplies	4377181	\$34.63
3/26/2024	Rainbow Resource Center	Core Teaching/Student Supplies	4363018	\$151.14
3/26/2024	Schoolhouse Discoveries LLC	Core Teaching/Student Supplies	1757	\$65.74
3/26/2024	Schoolhouse Discoveries LLC	Core Teaching/Student Supplies	1751	\$370.10
3/26/2024	Skinit Acquisition LLC	Core Teaching/Student Supplies	PSI-20026928	\$263.38
3/26/2024	Alicia Topping	Educational Services	TOP030724	\$30.00
3/26/2024	Caroline Beus	Educational Services	528490665	\$1,150.00
3/26/2024	Christina Saenz	Educational Services	SAE030724	\$160.00
3/26/2024	Courtney White Menezes	Educational Services	WHI030424a	\$190.00
3/26/2024	D.D. & S Learning Systems Inc.	Educational Services	528494017	\$1,003.00
3/26/2024	D.D. & S Learning Systems Inc.	Educational Services	528498251	\$360.00
3/26/2024	D.D. & S Learning Systems Inc.	Educational Services	528500398	\$792.00
3/26/2024	Danica Pearce	Educational Services	PEA030524	\$130.00
3/26/2024	Deven Herman	Educational Services	528490688	\$182.67
3/26/2024	Eddie Khoury	Educational Services	KHO030724	\$180.00
3/26/2024	Elise Boddie	Educational Services	BOD030624	\$210.00
3/26/2024	Elise Boddie	Educational Services	BOD030624a	\$66.00
3/26/2024	Erika Lupo	Educational Services	LUP030724	\$185.00
3/26/2024	Gina Valdez	Educational Services	VAL030624a	\$287.50
3/26/2024	JKW Innovations LLC	Educational Services	528494009	\$244.00
3/26/2024	Jacob Coronado	Educational Services	COR030724	\$84.50
3/26/2024	Jacob Coronado	Educational Services	COR030724a	\$84.50
3/26/2024	Jacob Coronado	Educational Services	COR030724b	\$84.50
3/26/2024	Jacquelynn Hoare	Educational Services	HOA030424a	\$256.00
3/26/2024	Jacquelynn Hoare	Educational Services	HOA030424	\$120.00
3/26/2024	Jaimee Brant	Educational Services	528494014	\$100.00
3/26/2024	Jennifer Doerrige	Educational Services	DOE030524	\$109.38
3/26/2024	Jennifer Doerrige	Educational Services	DOE030524a	\$93.13
3/26/2024	John Chang	Educational Services	CHA030624	\$168.00
3/26/2024	Karyn Colon	Educational Services	COL030724	\$50.00
3/26/2024	Kylie Bridgford	Educational Services	BRI030624	\$88.00
3/26/2024	Kylie Bridgford	Educational Services	BRI030724	\$239.67
3/26/2024	Laura Saldana	Educational Services	SAL030624a	\$200.00

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3/26/2024	Laura Saldana	Educational Services	SAL030624b	\$200.00
3/26/2024	Laura Saldana	Educational Services	SAL030624	\$200.00
3/26/2024	Mathnasium of Mission Gorge	Educational Services	528500396	\$280.00
3/26/2024	Melissa J. Diwa Enterprises	Educational Services	528493990	\$384.00
3/26/2024	Melissa J. Diwa Enterprises	Educational Services	528500387	\$810.00
3/26/2024	Michelle Peabody	Educational Services	PEA030524b	\$98.50
3/26/2024	Michelle Peabody	Educational Services	PEA030524a	\$220.00
3/26/2024	Michelle Peabody	Educational Services	PEA030524	\$94.60
3/26/2024	Mikala Aragon	Educational Services	528498242	\$330.00
3/26/2024	Mr. D Math, LLC	Educational Services	528490714	\$217.00
3/26/2024	Nancy Wong	Educational Services	WON030124a	\$97.23
3/26/2024	Nancy Wong	Educational Services	WON030124	\$82.79
3/26/2024	Natalie Neal	Educational Services	NEA030724a	\$316.96
3/26/2024	Natalie Neal	Educational Services	NEA030724	\$287.42
3/26/2024	Oceanside Ivey Ranch Park Associat	Educational Services	528493996	\$300.00
3/26/2024	Phaedra Ehring	Educational Services	EHR030724	\$124.00
3/26/2024	Selene A. Gomez	Educational Services	528486263	\$240.00
3/26/2024	Sharon Brown	Educational Services	BRO030424	\$180.00
3/26/2024	Shira Miller	Educational Services	MIL030624	\$38.00
3/26/2024	Shira Miller	Educational Services	MIL030624a	\$38.00
3/26/2024	Teri James	Educational Services	JAM030624	\$1,151.34
3/26/2024	Tiffany Kyle	Educational Services	KYL030724	\$150.00
3/26/2024	Tranhoai Nguyen	Educational Services	NGU030424	\$150.00
3/26/2024	Tranhoai Nguyen	Educational Services	NGU030424a	\$150.00
3/26/2024	Waterworks Aquatics CB	Educational Services	528490731	\$526.40
3/26/2024	Xtreme Fit Murrieta Inc	Educational Services	528500402	\$156.00
3/26/2024	ZT Prospects Academy LLC	Educational Services	528498255	\$400.00
3/26/2024	weXplore LLC	Educational Services	528490736	\$260.00
3/26/2024	TSW Therapy, Inc.	Special Education Services	3159	\$1,921.26
3/26/2024	TSW Therapy, Inc.	Special Education Services	3158	\$1,192.52
3/26/2024	TSW Therapy, Inc.	Special Education Services	3160	\$263.13
3/27/2024	Savannah Schuster	Educational Services	032224	\$800.00
3/27/2024	Monday.com Ltd	Technology Services & Software - Business	IN23010003345b	\$15,985.50
3/28/2024	BookShark, LLC	Approved Core Curriculum, Teacher Manual	BI0034085	\$280.16

Warrant Register: March 1 - March 28, 2024, February CC Charges

Elite Academic Academy - Mountain Empire

3/28/2024	BookShark, LLC	Approved Core Curriculum, Teacher Manual	BI0034051	\$63.58
3/28/2024	BookShark, LLC	Approved Core Curriculum, Teacher Manual	BI0034211	\$749.66
3/28/2024	Home Science Tools	Approved Core Curriculum, Teacher Manual	000574349	\$109.02
3/28/2024	Home Science Tools	Approved Core Curriculum, Teacher Manual	000574350	\$45.61
3/28/2024	Logic of English	Approved Core Curriculum, Teacher Manual	SI-203814	\$64.99
3/28/2024	Outschool, Inc.	Approved Core Curriculum, Teacher Manual	12345728840	\$48.00
3/28/2024	Outschool, Inc.	Approved Core Curriculum, Teacher Manual	12345728837	\$70.00
3/28/2024	Outschool, Inc.	Approved Core Curriculum, Teacher Manual	12345728841	\$30.00
3/28/2024	Pandia Press	Approved Core Curriculum, Teacher Manual	1048	\$94.99
3/28/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4362940	\$66.66
3/28/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4378278	\$177.70
3/28/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4378275	\$154.84
3/28/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4378272	\$71.42
3/28/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4378274	\$130.41
3/28/2024	Rainbow Resource Center	Approved Core Curriculum, Teacher Manual	4378273	\$512.19
3/28/2024	Teaching Textbooks, LLC	Approved Core Curriculum, Teacher Manual	55212	\$114.87
3/28/2024	Williamsburg Learning LLC	Approved Core Curriculum, Teacher Manual	1230	\$3,325.00
3/28/2024	Amazon Capital Services, Inc.	Core Teaching/Student Supplies	1FFG-PJ7N-4YT4	\$37.59
3/28/2024	Lakeshore Learning Materials	Core Teaching/Student Supplies	3.00994E+11	\$370.56
3/28/2024	Schoolhouse Discoveries LLC	Core Teaching/Student Supplies	1432a	\$33.45
3/28/2024	Schoolhouse Discoveries LLC	Core Teaching/Student Supplies	1433a	\$49.50
3/28/2024	Staples Business Credit	Core Teaching/Student Supplies	6000664922	\$59.25
3/28/2024	Staples Business Credit	Core Teaching/Student Supplies	6000664918	\$92.64
3/28/2024	Ana Gutierrez-Soto	Educational Services	GUT030624	\$115.00
3/28/2024	Ana Gutierrez-Soto	Educational Services	GUT030624a	\$115.00
3/28/2024	Ana Gutierrez-Soto	Educational Services	GUT030824a	\$112.50
3/28/2024	Ana Gutierrez-Soto	Educational Services	GUT030824	\$112.50
3/28/2024	Angela Aymin	Educational Services	528503791	\$295.00
3/28/2024	Beyond Today Sports Institute	Educational Services	528503774	\$200.00
3/28/2024	Chene Thompson	Educational Services	THO031124	\$270.00
3/28/2024	Creative Stem and Arts	Educational Services	528500392	\$888.34
3/28/2024	Cristina Gregorio	Educational Services	GRE030824	\$165.00
3/28/2024	Dan Patrick Williams	Educational Services	WIL030824	\$285.00
3/28/2024	De Jong's Dairy	Educational Services	001	\$150.00

Elite Academic Academy - Mountain Empire

3/28/2024	Edna Vazquez	Educational Services	VAZ030824	\$96.00
3/28/2024	Edna Vazquez	Educational Services	VAZ031124	\$96.00
3/28/2024	Erika Dylke	Educational Services	DYL030824	\$350.00
3/28/2024	Grace Rohrer	Educational Services	ROH030424	\$195.00
3/28/2024	Grace Rohrer	Educational Services	ROH030824b	\$68.00
3/28/2024	Grace Rohrer	Educational Services	ROH030824	\$68.00
3/28/2024	Grace Rohrer	Educational Services	ROH030824a	\$68.00
3/28/2024	Jennifer Doerrige	Educational Services	DOE022324	\$38.00
3/28/2024	Jennifer Doerrige	Educational Services	DOE030424	\$28.00
3/28/2024	Jennifer Doerrige	Educational Services	DOE030524b	\$28.00
3/28/2024	Julie Schmittler	Educational Services	528503801	\$1,820.00
3/28/2024	Kylie Bridgford	Educational Services	BRI030824	\$48.00
3/28/2024	Laura Shepherd	Educational Services	SHE030824	\$600.00
3/28/2024	Leslie Curtis	Educational Services	528501334	\$383.33
3/28/2024	Megan Hammond	Educational Services	HAM030524	\$100.00
3/28/2024	Melissa J. Diwa Enterprises	Educational Services	528503783	\$180.00
3/28/2024	Rock Creek Education Center	Educational Services	528503800	\$809.99
3/28/2024	The Performer's Academy	Educational Services	528503808	\$150.00
3/28/2024	Victoria Jensen	Educational Services	JEN031124	\$302.00
3/28/2024	ZT Prospects Academy LLC	Educational Services	528506380	\$200.00
3/28/2024	Staples Technology Solutions	Technology Services & Software - Education;	PUX567	\$384.00

Elite Academic Academy - Instructional Service Community Partner - March 2024

<u>Partner Name</u>	<u>Description of Services</u>	<u>Link to EAA VCI 2023-2024 Applications</u>
GHT Learning LLC (dba Mathnasium of North Fontana)	Tutoring services, homework help, enrichment and test prep	GHT Learning LLC (dba Mathnasium of North Fontana)_ EAA VCI 23-24 Application
Heritage Homeschool Club	Farm and homesteading classes (gardening, home economics, life skills)	Heritage Homeschool Club_ EAA VCI 23-24 Application
California School of Music, llc	Music classes and private lessons	California School of Music, llc_ EAA VCI 23-24 Application
Alisa's Piano Studio (Rancho Cucamonga Location)	Piano lessons	Alisa's Piano Studio (Rancho Cucamonga Location)_ EAA VCI 23-24 Application
Mathnasium of Vista	Math instruction	Mathnasium of Vista_ EAA VCI 23-24 Application

Elite Academic Academy - Educational Material Partners - March 2024

Partner Name	Product Description	Link to EAA EMR 2023-2024 Applications
Pathway2Careers	Math, financial literacy and Career Exploration Curricula	Pathway2Careers_EAA EMR 23-24 Application



**Peak Performance On-Site Lead
Job Description**

Position Title:	Peak Performance On-Site Lead
Reports To:	Credit Recovery/Acceleration Coordinator, or designess
FLSA Status:	Exempt
School Classification:	Certificated
Position Type:	Temporary
Pay Range:	Based on contract

JOB SUMMARY:

To serve under the Elite Academic Academy’s Credit Recovery and Acceleration Coordinator with responsibility for the development and management of the Peak Performance program within charter policy and procedures, including general control and supervision of all certificated and classified employees assigned to serve those programs.

ESSENTIAL DUTIES:

Note, this list is *illustrative only* and is not intended to be a comprehensive list of tasks performed by this classification.

- Attends weekly organizational meetings with Elite Academic Academy administration.
- Ensures effective implementation of the instructional program and use of school materials.
- Works with the Credit Recovery and Acceleration Coordinator to identify the staffing needs of Peak Performance's on-site program; including recruitment of teachers and the recommendation of teacher candidates.
- Provides leadership to staff in promoting high levels of instructional and customer service standards.
- Track and evaluate performance of student completion rates.

*Peak Performance On-Site Lead Job Description
Pending Board Approval*

- Monitor, assess, and direct instructors in instructional methods:
 - Work with instructors and support staff to increase student attendance;
 - Work with instructors to increase completion rates of students.
- Collaborates on the preparation of the Peak Performance on-site calendar.
- Assists in carrying out a program of community outreach and parent support as a means of communicating the school program. Prepares and oversees dissemination of publicity and information concerning Peak Performance.
- Oversees the process for registration and assignment of students in conjunction with the guidance department. Supports enrollment and admissions with maintenance of required records.
- Works with the attendance coordinator for supervision of students and for attendance accounting. Supports staff in phone calls to follow up on absent students. Submits enrollment and attendance reports. Addresses questions and concerns from parents and students.
- Ensures proper compliance techniques in accordance with school policy.
- Monitors the quality of instruction for Peak Performance course offerings.
- Reports and certifies to proper authorities the grades, attendance and progress achieved by Peak Performance students.

Other Duties:

- Other duties as assigned.

KNOWLEDGE AND ABILITIES:

Knowledge of:

- Federal and state laws, and reporting requirements.
- Contemporary management and instructional techniques.
- Curriculum, including highly developed competencies in at least one content area.
- Evaluation procedures.
- Compliance techniques in accordance with school policy.

Ability to:

- Represent the school with responsible, mature judgment, tact, and decisiveness.
- Assist in effecting positive change in staff and programs.

EDUCATION AND EXPERIENCE:

- Bachelor's Degree or higher

- Valid CA Teaching Credential
- Valid CA Administrative Credential preferred
- CLAD certification and/or second language ability
- 3+ year's experience in teaching
- Experience in charter school online teaching and/or administration

LICENSES AND OTHER REQUIREMENTS:

- Valid CA State driver's license
- Current TB test on file
- Background Clearance

WORKING CONDITIONS:

Environment:

- Home office environment.
- Driving a vehicle to conduct work.

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.
- Seeing to read a variety of materials and monitor students.
- Bending at the waist, kneeling or crouching to assist students.
- Sitting or standing for extended periods of time.
- Lifting objects up to 25 pounds.
- Noise level is generally moderate.

HAZARDS:

- Contact with dissatisfied individuals.

Employee Acknowledgement:

Employee Signature

Printed Name

Date



Lead Teacher Rider - Job Description

Position Title:	Lead Teacher
Department:	Certificated Teaching
Reports To:	Program Director, Assistant/Associate Director, or Specified Designee
FLSA Classification:	Exempt
Pay:	\$10,000-\$20,000 annually depending on experience
Classification:	Certificated
School Calendar Days:	12 month Calendar

Job Description: *This is not a stand-alone job description, but a rider to our teaching and exceptional education job descriptions. This payscale is in addition to the teaching position and therefore, requires additional time beyond the regular teaching duties to fulfill the responsibilities. This role encompasses a diverse range of responsibilities aimed at supporting teachers, staff, and students within the educational setting. It involves providing guidance through onboarding and mentoring new teachers, coaching on instructional strategies, and ensuring compliance with educational standards. Additionally, the Lead position involves collaborating with administrators to align department goals with the school's mission.*

General Duties:

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

1. Teacher and Staff Support:

- Onboarding and mentoring teachers.
- Observing and providing peer assistance for colleagues in the area of compliance.
- Coaching teachers in effective independent study instructional and organizational strategies.
- Using data to adjust practice and supports for Academies and teachers.
- Planning support meetings to ensure communication with colleagues.
- Assisting in the coordination of all school-based professional development opportunities linked to individual professional development plans and job competencies.
- Creating documents and training materials for students and teachers to prepare for job

*Lead Teacher Rider Job Description
Pending Board Approval*

expectations in the Virtual Education setting.

- Assisting with ongoing training and support for teachers to fulfill the compliance requirements of Independent Study.

2. Curriculum and Instructional Support:

- Collaborating with content teachers and TORs to plan and manage the development of standards-based curriculum, instruction, assessment plans, re-engagement plans, and strategies for all student populations.
- Ensuring that all curriculum is used effectively as a resource to meet educational goals.
- Serving as a liaison between the academy and the Student Support Services, Academic Innovation, and Student Development Departments.
- Assisting with identifying and procuring resources for staff to support curriculum and instruction.
- Assisting in the adoption of curriculum resources to support student learning.
- Overseeing the textbook ordering and inventory for the Academy.

3. Department Leadership and Culture:

- Upholding the values of servant Leadership within your Department
- Working with the administration team to develop, implement, and evaluate the school's Local Control Accountability Plan in alignment with Elite's mission and vision.
- Conducting synchronous and live observations to help inform decisions and develop support plans.
- Assisting in the coordination and implementation of state and local testing.
- Have an understanding of fiscal/financial health of the program and work with direct supervisors to ensure systems are in place to ensure fiscal solvency.
- Working and mentoring teachers with students who underperform and creating actions plans for success.
- Working with Student Support Services to ensure student success.
- Mentoring teachers who are underperforming and provide support for teachers.
- Completing compliance checks throughout the school year and support teachers in fixing compliance errors and issues.
- Collecting and analyzing interdepartmental data.
- Apply professional decorum in all oral/written communications and interactions with internal/external stakeholders

Other Duties

- Requirements to attend Academy-specific meetings and trainings in person to support teachers, students, and culture.
- Collecting and analyzing data.
- Perform other duties as assigned.

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.

Desired Qualifications:

- Professional development in the area(s) of:
 - communication and conferencing skills;
 - leadership development;
 - classroom management;
 - 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;
 - grant writing.
- 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



Teacher of Record - Flex *Job Description*

Position Title:	Teacher of Record - Flex
Reports To:	Director of Flex (or designee)
FLSA Status:	Exempt
School Classification:	Certificated
Pay Range:	Full-time starting at \$67,000 annually
Work Schedule:	189 -224 days
Location:	Onsite/Remote Office

Position Summary: *Provide stimulating learning experiences to ensure academic success and to motivate students according to their individualized learning plan. Required duties include administrative responsibilities and completion of all required paperwork as outlined below. Teachers of Record - Flex are required to participate in all staff meetings and trainings; are expected to uphold the school's mission and shared values, philosophy, and policies and procedures.; and must carry and maintain a valid California teaching credential. Teachers of Record - Flex must provide daily synchronous instruction for K-3 students and weekly synchronous instruction for 4th-8th grade students. Teachers of Record - Flex must provide daily opportunities for live interaction for 4th-8th grade students, and may have to tutor students weekly if they are not making sufficient academic progress and an intervention plan is in effect. Teachers of Record - Flex may be required to meet with students in-person if in-person support is needed. Teachers of Record - Flex may be expected to travel to and from learning period meetings as part of their regular work day.*

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.

*Teacher of Record - Flex Job Description
Pending Board Approval*

- State and federal fingerprint clearance (Live Scan) to work with students (Ed. Code 44237). No prospective employee can report to work without this clearance being received and Human Resources notifying the immediate supervisor of this clearance.
- Proof of a clear TB Tine test dated within the last 60 days (Ed. Code 49406) upon employment and thereafter updated every four years.
- Valid California Driver's License.

ESSENTIAL DUTIES and RESPONSIBILITIES:

- Support the mission, vision, and goals of Elite Academic Academy.
- Serve as a contributing member of the Charter staff and collaborate with team members to achieve the school's goals.
- Teach all courses of study prescribed by the State of California virtually or traditionally.
- Assign and monitor required courses per transcript evaluation.
- Deliver individualized and small group instruction virtually or in person.
- Provide synchronous and live sessions to support increased student engagement and grade level mastery.
- Develop, adapt, and use instructional materials to teach students of varying physical, emotional, and mental aptitudes.
- Create and maintain a safe, supportive, and effective learning environment.
- Evaluate students' academic and social growth through multiple measures.
- Issue grades and credits earned, and prepare progress reports and report cards.
- Implement school adopted assessment programs into learning plans.
- Facilitate required testing and assessments.
- Assist students with Community College and CTE class enrollments.
- Communicate regularly and effectively with parents or adult students, minimally every twenty school days.
- Assist in preparation of withdrawal documentation, including withdrawal grades and credit earned.
- Participate and collaborate in meetings to improve student learning (e.g. SST, IEP, intervention, curriculum development, individualized learning plan).
- Select instructional materials with the team; maintain inventory.
- Identify student needs and cooperate with other professional staff members in assessing and helping solve students' health, attitude, and learning challenges.
- Create and maintain all required necessary Independent Study compliance records (attendance, compliance) in the student information system (School Pathways).
- Maintain professional competence through professional development educational activities.
- Participate cooperatively with the appropriate administrator in employee evaluation.
- Utilize technology as a means of educating and communicating.
- Operate a computer and standard office equipment.
- Supervise students during out of classroom activities as necessary (e.g. field trips).

*Teacher of Record - Flex Job Description
Pending Board Approval*

- Participate in faculty committees, the sponsorship of student activities, Elite events, and program wide activities.
- Attend a minimum of 4 field trips (2 in person, and 2 virtual) per semester, during the school year (not including mandatory Professional Development events).
- Attend at least 1 Flex park day per semester during the school year.

Other Duties

- Proctoring duties as needed during the testing season.
- Respond to all school related written correspondence, phone calls, voicemails, and emails within 24 business hours.
- Document and report to the school's management all formal disciplinary actions involving students; supporting management with addressing and resolving complaints from students and parents in a timely manner; and ensuring compliance with the provisions of California Penal Code Section 11166 (Child Abuse and Neglect Reporting Act).
- Assist with WASC accreditation.
- Perform other duties as assigned.

KNOWLEDGE AND ABILITIES:

Knowledge of:

- Current trends and research concerning the growth and development of lower school, middle school and high school age students.
- Principles, theories, practices, and methodologies used in curriculum development, instruction, and assessment.
- Procedures and best practices that promote appropriate student conduct (e.g. classroom management strategies, independent study strategies).
- Educational research concerning extrinsic and intrinsic student motivation.
- Guidance of special education practices, policies, and procedures.
- Applicable sections of the Education Code and other applicable laws.

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, adult students and parents.
- 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 students in classrooms and other learning environments.
- Use professional 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.
- Provide leadership to students in emergency preparedness drills and during actual emergencies, following the charter's Safety Plan. the site emergency preparedness plan. Supervise and lead students during monthly site disaster drills and an annual "charter wide" disaster drill.

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, and word processing software.

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.

- Hearing and speaking to exchange information.
- Dexterity of hands and fingers to demonstrate activities.
- 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 50 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 the essential functions.

- Noise level is generally moderate
- Meetings conducted in public and private settings
- Indoor and outdoor in varying temperature
- Employee must have available transportation and be able to drive up to 100 miles in a day.
- Employee must have reliable internet.

Employee Acknowledgement:

Employee Signature

Printed Name

Date



Temporary CT Credit Recovery Lead Teacher - Job Description

Position Title:	CT Credit Recovery Lead Teacher
Department:	Certificated Teaching
Reports To:	Credit Recovery/Acceleration Coordinator
FLSA Classification:	Exempt
Pay Range:	Starting at \$5500
Classification:	Certificated
School Calendar Days:	Year-Round Calendar

Position Summary: *This is not a stand-alone job description, but a rider to our Content Teacher job description. This payscale supersedes the teaching position. The Temporary CT Credit Recovery Lead Teacher must participate, on a regular basis, in the direct education of students; and serve as faculty for professional development activities. In addition to fulfilling the regular duties and responsibilities of a content teacher, a Temporary CT Credit Recovery Lead Teacher is responsible for multiple projects during Credit Recovery preparation. These include helping set-up and/or audit Canvas course shells ahead of the program start date and working with leadership to develop live session schedules. During the course of Credit Recovery, a Temporary CT Credit Recovery Lead Teacher will support leadership by preparing and distributing weekly student grade reports, acting as a liaison for coordinators when Canvas issues arise, and helping ensure team members are staying in regular communication on Monday.com. During non-student contact time, this employee is responsible for supporting staff, attending essential leadership meetings, and participating in virtual and in-person enrichment of the Year-Round program as assigned.*

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 Canvas, Zoom, and other essential platforms.
- Participating in professional development activities.
- 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. Student Engagement:

- Helping facilitate ongoing communication regarding student engagement and success across teams using Monday.com.
- Compiling and sharing Canvas reports with pertinent team members to support student engagement

*Temporary CT Credit Recovery Lead Teacher Job Description
Pending Board Approval*

and success in virtual coursework.

3. Systems and Operations:

- Supporting in the set-up / audit of Canvas courses for Credit Recovery.
- Helping build live session schedules for Credit Recovery.

4. 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 as assigned.
- Attend webinars and in-person enrichment activities for the Year-Round program as assigned.
- Able to effectively provide conflict resolution.

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:

*Temporary CT Credit Recovery Lead Teacher Job Description
Pending Board Approval*

Employee Signature

Printed Name

Date

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



AT-WILL EMPLOYMENT AGREEMENT

Between Elite Academic Academy Charter - [SCHOOL]

and

Name: [New Hire]

in the position of

Title: [Position Title]

[DATE]

[NEW HIRE]

[HOME ADDRESS]

Dear [NEW HIRE],

We are pleased to offer you the position of full-time exempt [POSITION TITLE] with Elite Academic Academy- [SCHOOL] (the "School") commencing July 1, 2024 (please see below regarding employment start date). We are delighted you chose to join the Certificated Teaching Department and are confident you will enjoy it here. The purpose of this letter is to summarize the terms of your employment with the School as set forth in this At-Will Employment Agreement (the "Agreement"), should you accept our offer. This offer of employment is conditioned upon the receipt of proof of your legal eligibility to work in the United States (IRS I-9) and successful completion of all background (Livescan) checks.

The terms of your employment with the School are as follows:

1. Job Duties. Your job duties are detailed in the attached job description (Exhibit A) and you will report to [SUPERVISOR TITLE], or designee.

2. At-Will Employment. Your employment at the School is "at will," which means that it is of no definite duration and will continue only as long as both you and the School consider it of mutual benefit. Either you or the School is free to terminate the employment relationship at any time, with or without cause and with or without notice. Although your job duties, title, compensation, and benefits, as well as our personnel policies and procedures, may change from time-to-time, the "at will" nature of your employment may only be changed in a document signed by you and the CEO of the School.

3. Work Hours. You are compensated for the general value of services you perform and not for the amount of time you spend on the job. Thus, you will generally be paid your set salary notwithstanding the number of hours you work. However, to ensure that you can be reached by your supervisor and communicate with those individuals who will assist you in performing your job duties, you are generally expected to work Monday to Friday during normal business hours.

4. Compensation. Due to funding uncertainties generally, and more specifically associated with the School's required participation in the SB 740 funding process for non-seat-time charter schools, as well as the unpredictability of legislation affecting charter schools, the total amount of School funds available for employee compensation is often unknown to the School at the outset of any academic year. Accordingly, for the 24/25 school year you will be paid a minimum annual salary of \$_____ (or \$_____ per month for 12 months, July 2023-June 2024), less applicable withholdings, for 189 days of work (see attached staffing calendar). [Note: This salary includes your teacher salary of \$_____ (\$___/day for 189 days), [OPTIONAL: plus your Lead Teacher (or MTSS, ASB, etc.) salary of \$_____ (see attached job description), along with your \$_____ salary in honor of your master's (or doctorate) degree, for a total base salary of \$_____.] This amount may be adjusted upward during or at the conclusion of the academic year by the School's governing board in its sole discretion. You will also receive a stipend of \$150.00 a month for travel and mileage (in lieu of mileage reimbursement). You will be paid once a month on, or before, the 26th of each month. Salary increases and annual bonuses may be awarded at the end of each calendar year, at the sole and absolute discretion of the CEO, based upon, among other things, your performance and the School's overall performance during the calendar year.

5. Paid Leave of Absence: From July 1, 2024 through August 14, 2024 (the "Summer"), you are not expected to render teaching services to students. Therefore, during the Summer, you shall be on a paid leave of absence and will receive your regular salary and health insurance benefits during those months per the schedule noted above.

6. Benefits. You will be eligible for all benefits as generally offered to similarly situated employees of the School, including contributions to the California State Teachers Retirement System, as further described in our Employee Handbook. The School also offers Health and Welfare benefits, after one month of employment, totaling \$10,800 a year (or \$900 a month), which can be used to purchase medical, dental, and vision insurance benefits offered through the Charter providers. You may "opt out" of medical insurance provided by the Charter and retain a monthly allotment of \$200. For more information, please see the plan

benefits.

7. Arbitration. It is a condition of your employment that you review our Arbitration Agreement (**attached**) which provides that any disputes between you and the School be submitted to binding arbitration. You should notify the School in writing of any complaints you have with respect to your employment so that any issues can immediately be addressed and rectified.

8. Confidentiality. Because of the nature of our work and the highly confidential information we provide to our employees, you will be required to execute a Confidentiality and Non-Disclosure agreement (**attached**), which will remain in full force and effect after your employment.

9. Equal Employment Opportunity. The School is an equal opportunity employer. School policy prohibits discrimination, retaliation, or harassment based on actual or perceived ancestry, race, color, religion, including religious dress and grooming practices, national origin, including language use and possession of a driver's license issued to persons unable to prove their presence in the United States, citizenship, marital status, sex, pregnancy, childbirth, breastfeeding, or related medical conditions, gender, gender identity, gender expression, sexual orientation, age (40 and above), reproductive health decision-making, military or veteran status, physical or mental disability, including HIV and AIDS, medical condition, including cancer or a record or history of cancer, genetic characteristic or information, protected medical leaves (e.g., leave under the Family and Medical Leave Act), domestic violence victim status, political affiliation, and any other status protected by federal, state, or local laws. This commitment applies to all personnel decisions and to all persons involved in the operations of the School. In addition, you are expressly prohibited from discriminating against, retaliating against, or harassing any student of the School. You must treat all students and third parties working for or on behalf of the School respectfully and appropriately.

10. Prior Agreements. You affirm that you are not a party to any agreement(s) such as a non-competition agreement that would prohibit you from employment with us.

11. Organization Policies. If you accept this offer and begin employment, on your first day of employment, you will be given additional information about the School, including but not limited to its Employee Handbook and other policies and procedures

12. Entire Agreement. This Agreement and its Exhibit A, and accompanying attachments, when accepted by you, constitutes our entire agreement and supersedes all prior agreements and representations, whether written or oral. This Agreement may be amended only by a writing signed by both yourself and the CEO of the School. To the extent this Agreement or its attachments conflict with our Employee Handbook or any other policy or procedure, this Agreement or its attachments, as the case may be, shall control.

On your first day of work, you will be required to complete the INS form I-9. Please bring appropriate identification that shows your eligibility to work in the United States.

If these terms are acceptable to you, please sign one copy of this offer letter and return it at your earliest convenience. This offer will remain open for 5 working days.

Once again, we are looking forward to your joining the Elite Academic Academy- [SCHOOL] team, contributing to the Certificated Teaching Department, and personally growing with the School.

Sincerely,

Meghan Freeman
CEO

Date: _____

AGREED TO AND ACCEPTED BY:

Employee: [NAME]

Signature: _____ Date: _____



AT-WILL EMPLOYMENT AGREEMENT

Between Elite Academic Academy Charter - [SCHOOL]

and

Name: [New Hire]

in the position of

Title: [Position Title]

[DATE]

[NEW HIRE]

[HOME ADDRESS]

Dear [NEW HIRE],

We are pleased to offer you the position of full-time exempt [POSITION TITLE] with Elite Academic Academy- [SCHOOL] (the "School") commencing July 1, 2024. We are delighted you chose to join the Certificated Teaching Department and are confident you will enjoy it here. The purpose of this letter is to summarize the terms of your employment with the School as set forth in this At-Will Employment Agreement (the "Agreement"), should you accept our offer. This offer of employment is conditioned upon the receipt of proof of your legal eligibility to work in the United States (IRS I-9) and successful completion of all background (Livescan) checks.

The terms of your employment with the School are as follows:

1. Job Duties. Your job duties are detailed in the attached job description (Exhibit A), and you will report to [SUPERVISOR TITLE] or designee.

2. At-Will Employment. Your employment at the School is "at will," which means that it is of no definite duration and will continue only as long as both you and the School consider it of mutual benefit. Either you or the School is free to terminate the employment relationship at any time, with or without cause and with or without notice. Although your job duties, title, compensation, and benefits, as well as our personnel policies and procedures, may change from time to time, the "at will" nature of your employment may only be changed in a document signed by you and the CEO of the School.

3. Work Hours. You are compensated for the general value of services you perform and not for the amount of time you spend on the job. Thus, you will generally be paid your set salary, notwithstanding the number of hours you work. However, to ensure that you can be reached by your supervisor and communicate with those individuals who will assist you in performing your job duties, you are generally expected to work Monday to Friday during normal business hours.

4. Compensation. Due to funding uncertainties generally, and more specifically associated with the School's required participation in the SB 740 funding process for non-seat-time charter schools, as well as the unpredictability of legislation affecting charter schools, the total amount of School funds available for employee compensation is often unknown to the School at the outset of any academic year. Accordingly, for the 24/25 school year, you will be paid a minimum annual salary of \$_____ (or \$_____ per month for 12 months, July 2023-June 2024), less applicable withholdings, for 224 days of work (see attached staffing calendar). [Note: This salary includes your teacher salary of \$_____ (\$___/day for 224 days), [OPTIONAL: plus your Lead Teacher (or MTSS, ASB, etc.) salary of \$_____ (see attached job description), along with your \$___ salary in honor of your master's (or doctorate) degree, for a total base salary of \$_____.] This amount may be adjusted upward during or at the conclusion of the academic year by the School's governing board in its sole discretion. You will also receive a stipend of \$150.00 a month for travel and mileage (in lieu of mileage reimbursement). You will be paid once a month on, or before, the 26th of each month. Salary increases and annual bonuses may be awarded at the end of each calendar year, at the sole and absolute discretion of the CEO, based upon, among other things, your performance and the School's overall performance during the calendar year.

5. Benefits. You will be eligible for all benefits as generally offered to similarly situated employees of the School, including contributions to the California State Teachers Retirement System, as further described in our Employee Handbook. The School also offers Health and Welfare benefits, after one month of employment, totaling \$10,800 a year (or \$900 a month), which can be used to purchase medical, dental, and vision insurance benefits offered through the Charter providers. You may "opt out" of medical insurance provided by the Charter and retain a monthly allotment of \$200. For more information, please see the plan benefits.

6. Arbitration. It is a condition of your employment that you review our Arbitration Agreement (attached) which provides that any disputes between you and the School be submitted to binding arbitration. You should notify the School in writing of any

complaints you have with respect to your employment so that any issues can immediately be addressed and rectified.

7. Confidentiality. Because of the nature of our work and the highly confidential information we provide to our employees, you will be required to execute a Confidentiality and Non-Disclosure agreement (**attached**), which will remain in full force and effect after your employment.

8. Equal Employment Opportunity. The School is an equal-opportunity employer. School policy prohibits discrimination, retaliation, or harassment based on actual or perceived ancestry, race, color, religion, including religious dress and grooming practices, national origin, including language use and possession of a driver's license issued to persons unable to prove their presence in the United States, citizenship, marital status, sex, pregnancy, childbirth, breastfeeding, or related medical conditions, gender, gender identity, gender expression, sexual orientation, age (40 and above), reproductive health decision-making, military or veteran status, physical or mental disability, including HIV and AIDS, medical condition, including cancer or a record or history of cancer, genetic characteristic or information, protected medical leaves (e.g., leave under the Family and Medical Leave Act), domestic violence victim status, political affiliation, and any other status protected by federal, state, or local laws. This commitment applies to all personnel decisions and to all persons involved in the operations of the School. In addition, you are expressly prohibited from discriminating against, retaliating against, or harassing any student of the School. You must treat all students and third parties working for or on behalf of the School respectfully and appropriately.

9. Prior Agreements. You affirm that you are not a party to any agreement(s) such as a non-competition agreement, that would prohibit you from employment with us.

10. Organization Policies. If you accept this offer and begin employment, on your first day of employment, you will be given additional information about the School, including but not limited to its Employee Handbook and other policies and procedures

11. Entire Agreement. This Agreement and its Exhibit A, and accompanying attachments, when accepted by you, constitutes our entire agreement and supersedes all prior agreements and representations whether written or oral. This Agreement may be amended only by a writing signed by both yourself and the CEO of the School. To the extent this Agreement or its attachments conflict with our Employee Handbook or any other policy or procedure, this Agreement or its attachments, as the case may be, shall control.

On your first day of work, you will be required to complete the INS form I-9. Please bring appropriate identification that shows your eligibility to work in the United States.

If these terms are acceptable to you, please sign one copy of this offer letter and return it at your earliest convenience. This offer will remain open for 5 working days.

Once again, we are looking forward to your joining the Elite Academic Academy- [SCHOOL] team, contributing to the Certificated Teaching Department, and personally growing with the School.

Sincerely,

Meghan Freeman
CEO

Date: _____

AGREED TO AND ACCEPTED BY:

Employee: [NAME]

Signature: _____ Date: _____



NOTICE TO EMPLOYEE AS TO CHANGE IN RELATIONSHIP
(Issued pursuant to provisions of Section 1089 of the
California Unemployment Insurance Code)

Date: [DATE]

Re: [NAME]

Effective as of July 1, 2024, your full-time employment position with Elite Academic Academy - SCHOOL has been changed from [POSITION] to [POSITION], as outlined in the attached job description; and you will report to [SUPERVISOR NAME]. Your 24/25 staffing calendar (# days) is attached; along with the 24/25 payroll calendar.

Pursuant to your original contract (attached), dated [DATE], the CEO reserves the right to make any assignment that your credential authorizes, and to change that assignment at its discretion.

Your monthly income will increase from [\$] to [\$], and your monthly stipend will increase from \$ to \$, to be paid on, or around, the 26th of each month.

All other elements of your original contract, including your health and welfare benefits, remain in full effect and are not changed based on this addendum.

Please contact Tracy Hasper, in Human Resources if you have any questions or concerns.

Meghan Freeman
CEO

[NAME]
[POSITION]



DATE

EMPLOYEE NAME

Re: 24/25 Contract Addendum

Beginning July 1, 2024, your **INSERT DATE** contract with Elite Academic Academy - **CHARTER** will be amended to include the updated **XXX** day staffing calendar (which includes your contract start and end date), and 24/25 payroll calendar (attached).

[OPTIONAL: Furthermore, beginning July 1, 2024, you will be paid a minimum annual salary of \$_____ (or \$_____ per month), less applicable withholdings, for **XXX** days of work (\$___/day) (see calendar attached), which amount may be adjusted upward during or at the conclusion of the academic year by the School's governing board in its sole discretion.]

All other elements of your **INSERT DATE** contract (attached for your reference), **including your job description**, stipend(s), supervisor, and any health and welfare benefits, remain in full effect and are not changed based on this addendum. If there is any inconsistency between this Addendum and your **INSERT DATE** contract, the terms of this Addendum shall apply.

Please contact Tracy Hasper, in Human Resources, if you have any questions or concerns.

Meghan Freeman
Chief Executive Officer

EMPLOYEE NAME
EMPLOYEE POSITION/TITLE



AT-WILL EMPLOYMENT AGREEMENT

Between Elite Academic Academy Charter - COMPANY NAME

and

Name: EMPLOYEE NAME

in the position of

Title: POSITION

DATE

NAME:

HOME ADDRESS:

Dear **NAME**,

We are pleased to offer you the position of full-time exempt **POSITION TITLE** with Elite Academic Academy- **SCHOOL** (the "School") commencing **July 1, 2024**. We are delighted you chose to join the Elite Academic Academy team and are confident you will enjoy it here. The purpose of this letter is to summarize the terms of your employment with the School as set forth in this At-Will Employment Agreement (the "Agreement"), should you accept our offer. This offer of employment is conditioned upon the receipt of proof of your legal eligibility to work in the United States (IRS I-9) and successful completion of all background (Livescan) checks.

The terms of your employment with the School are as follows:

1. Job Duties. Your job duties are detailed in the attached job description ("Exhibit A") which is incorporated herein, and you will report to the **SUPERVISOR TITLE**, or designee. The duties set forth in Exhibit A may be amended from time to time at the sole discretion of the School.
2. At-Will Employment. Your employment at the School is "at will," which means that it is of no definite duration and will continue only as long as both you and the School consider it of mutual benefit. Either you or the School is free to terminate the employment relationship at any time, with or without cause and with or without notice. Although your job duties, title, compensation and benefits, as well as our personnel policies and procedures, may change from time-to-time, the "at will" nature of your employment may only be changed in a

document signed by you and the Chief Executive Officer of the School.

3. Work Hours. You are compensated for the general value of services you perform and not for the amount of time you spend on the job. Thus, you will generally be paid your set salary notwithstanding the number of hours you work. However, to ensure that you can be reached by your supervisor and communicate with those individuals who will assist you in performing your job duties, you are generally expected to work Monday to Friday during normal business hours.
4. Best Efforts. You agree that you will at all times faithfully, industriously, and to the best of your ability perform all of the duties that may be required of you by the School which shall include:
 - a. Fulfilling the job duties and functions enumerated in the job description, attached hereto as Exhibit A;
 - b. Such other duties as assigned by the Board of the School or your supervisor from time-to-time as necessary in the School's discretion and judgment to effectuate the purposes of this Agreement including assignments that are in addition to those expressly described in this Agreement or its Exhibit A;
 - c. Attending any scheduled School events or training or planning sessions before or during the school year if requested by your direct supervisor; and
 - d. Following and abiding by the School's policies and procedures as adopted and amended from time-to-time, including those policies and procedures set forth in the School's current Employee Handbook, which may be amended from time to time at the sole discretion of the School.
5. Non-Competition During Employment. You agree that while you are working for the School, you will not render services in person or by electronic means, paid or otherwise, to any other entity, unless prior written approval is given by the CEO.
6. Compensation. Due to funding uncertainties generally, and more specifically associated with the School's required participation in the SB 740 funding process for non-seat-time charter schools, as well as the unpredictability of legislation affecting charter schools, the total amount of School funds available for employee compensation is often unknown to the School at the outset of any academic year. Accordingly, you will be paid a minimum annual salary of \$125,000, less applicable withholdings, for 232 days of work (see calendar attached), which amount may be adjusted upward during or at the conclusion of the academic year by the School's governing board in its sole discretion. You will also receive a stipend of \$250.00 a month for travel and mileage (in lieu of mileage reimbursement). [IF REMOTE: You will also receive a \$10,000 "Travel" stipend (\$833.33 a month), to be used in order for you to travel to California, approximately 4 to 6 times in a school year. [Note: Such travel (including airfare, rental car, lodging, food, etc) must be reasonable and comparable to non-profit organizational travel; and not consist of First Class accommodations.] You will be paid once a month on, or before, the 26th of each month. Salary increases and annual bonuses may be awarded at the end of each calendar year, at the sole and absolute

discretion of the CEO, based upon, among other things, your performance and the School's overall performance during the calendar year.

7. Benefits. You will be eligible for all benefits as generally offered to similarly situated employees of the School, including contributions to the California State Teachers Retirement System, as further described in our Employee Handbook. The School also offers Health and Welfare benefits, after one month of employment, totaling \$10,800 a year (or \$900 a month), which can be used to purchase medical, dental, and vision insurance benefits offered through the Charter providers. You may "opt out" of medical insurance provided by the Charter and retain a monthly allotment of \$200. For more information, please see the plan benefits.
8. Arbitration. It is a condition of your employment that you review the School's Arbitration Agreement (**attached**) which provides that any disputes between you and the School be submitted to binding arbitration. You should notify the School in writing of any complaints you have with respect to your employment so that any issues can immediately be addressed and rectified.
9. Confidentiality. Because of the nature of our work and the highly confidential information we provide to our employees, you will be required to execute a Confidentiality and Non-Disclosure Agreement (**attached**), which will remain in full force and effect after your employment.
10. Equal Employment Opportunity. The School is an equal-opportunity employer. School policy prohibits discrimination, retaliation, or harassment based on actual or perceived ancestry, race, color, religion, including religious dress and grooming practices, national origin, including language use and possession of a driver's license issued to persons unable to prove their presence in the United States, citizenship, marital status, sex, pregnancy, childbirth, breastfeeding, or related medical conditions, gender, gender identity, gender expression, sexual orientation, age (40 and above), reproductive health decision-making, military or veteran status, physical or mental disability, including HIV and AIDS, medical condition, including cancer or a record or history of cancer, genetic characteristic or information, protected medical leaves (e.g., leave under the Family and Medical Leave Act), domestic violence victim status, political affiliation, and any other status protected by federal, state, or local laws. This commitment applies to all personnel decisions and to all persons involved in the operations of the School. In addition, you are expressly prohibited from discriminating against, retaliating against, or harassing any student of the School. You must treat all students and third parties working for or on behalf of the School respectfully and appropriately.
11. Prior Agreements. You affirm that you are not a party to any agreement(s) such as a non-competition agreement that would prohibit you from employment with us.
12. Organization Policies. If you accept this offer and begin employment, on your first day of employment, you will be given additional information about the School, including but not limited to its Employee Handbook and other policies and procedures
13. Entire Agreement. This Agreement and its Exhibit A, and accompanying attachments, when

accepted by you, constitutes our entire agreement and supersedes all prior agreements and representations whether written or oral. This Agreement may be amended only by a writing signed by both yourself and the CEO of the School. To the extent this Agreement or its attachments conflict with our Employee Handbook or any other policy or procedure, this Agreement or its attachments, as the case may be, shall control.

On your first day of work you will be required to complete the INS form I-9. Please bring appropriate identification that shows your eligibility to work in the United States.

If these terms are acceptable to you, please sign one copy of this offer letter and return it at your earliest convenience. This offer will remain open for 5 days.

Once again, we are looking forward to you joining the Elite Academic Team, contributing to the **DEPARTMENT**, and personally growing with the School.

Sincerely,

Meghan Freeman, CEO

CEO/Designee Signature:

Date:

AGREED TO AND ACCEPTED BY:

EMPLOYEE NAME

Employee Signature:

Date:

Address:

Telephone:



AT-WILL EMPLOYMENT AGREEMENT

Between Elite Academic Academy Charter - COMPANY NAME

and

Name: EMPLOYEE NAME

in the position of

Title: POSITION

DATE

NAME:

HOME ADDRESS:

Dear **NAME**,

We are pleased to offer you the position of full-time exempt **POSITION TITLE** with Elite Academic Academy- **SCHOOL** (the "School") commencing **July 1, 2024**. We are delighted you chose to join the Elite Academic Academy team and are confident you will enjoy it here. The purpose of this letter is to summarize the terms of your employment with the School as set forth in this At-Will Employment Agreement (the "Agreement"), should you accept our offer. This offer of employment is conditioned upon the receipt of proof of your legal eligibility to work in the United States (IRS I-9) and successful completion of all background (Livescan) checks.

The terms of your employment with the School are as follows:

1. **Job Duties.** Your job duties are detailed in the attached job description ("Exhibit A") which is incorporated herein, and you will report to the **SUPERVISOR TITLE**, or designee. The duties set forth in Exhibit A may be amended from time to time at the sole discretion of the School.
2. **At-Will Employment.** Your employment at the School is "at will," which means that it is of no definite duration and will continue only as long as both you and the School consider it of mutual benefit. Either you or the School is free to terminate the employment relationship at any time, with or without cause and with or without notice. Although your job duties, title, compensation and benefits, as well as our personnel policies and procedures, may change from time-to-time, the "at will" nature of your employment may only be changed in a

document signed by you and the Chief Executive Officer of the School.

3. Work Hours. You are compensated for the general value of services you perform and not for the amount of time you spend on the job. Thus, you will generally be paid your set salary notwithstanding the number of hours you work. However, to ensure that you can be reached by your supervisor and communicate with those individuals who will assist you in performing your job duties, you are generally expected to work Monday to Friday during normal business hours.
4. Best Efforts. You agree that you will at all times faithfully, industriously, and to the best of your ability perform all of the duties that may be required of you by the School which shall include:
 - a. Fulfilling the job duties and functions enumerated in the job description, attached hereto as Exhibit A;
 - b. Such other duties as assigned by the Board of the School or your supervisor from time-to-time as necessary in the School's discretion and judgment to effectuate the purposes of this Agreement including assignments that are in addition to those expressly described in this Agreement or its Exhibit A;
 - c. Attending any scheduled School events or training or planning sessions before or during the school year if requested by your direct supervisor; and
 - d. Following and abiding by the School's policies and procedures as adopted and amended from time-to-time, including those policies and procedures set forth in the School's current Employee Handbook, which may be amended from time to time at the sole discretion of the School.
5. Non-Competition During Employment. You agree that while you are working for the School, you will not render services in person or by electronic means, paid or otherwise, to any other entity, unless prior written approval is given by the CEO.
6. Compensation. Due to funding uncertainties generally, and more specifically associated with the School's required participation in the SB 740 funding process for non-seat-time charter schools, as well as the unpredictability of legislation affecting charter schools, the total amount of School funds available for employee compensation is often unknown to the School at the outset of any academic year. Accordingly, you will be paid a minimum annual salary of \$125,000, less applicable withholdings, for 232 days of work (see calendar attached), which amount may be adjusted upward during or at the conclusion of the academic year by the School's governing board in its sole discretion. You will also receive a stipend of \$250.00 a month for travel and mileage (in lieu of mileage reimbursement). You will be paid once a month on, or before, the 26th of each month. Salary increases and annual bonuses may be awarded at the end of each calendar year, at the sole and absolute discretion of the CEO, based upon, among other things, your performance and the School's overall performance during the calendar year.
7. Benefits. You will be eligible for all benefits as generally offered to similarly situated

employees of the School as described in the School's Employee Handbook. The School also offers Health and Welfare benefits, after one month of employment, totaling \$10,800 a year (or \$900 a month), which can be used to purchase medical, dental, and vision insurance benefits offered through the Charter providers. You may "opt out" of medical insurance provided by the Charter, and retain a monthly allotment of \$200. For more information, please see the plan benefits.

8. Arbitration. It is a condition of your employment that you review the School's Arbitration Agreement (**attached**) which provides that any disputes between you and the School be submitted to binding arbitration. You should notify the School in writing of any complaints you have with respect to your employment so that any issues can immediately be addressed and rectified.
9. Confidentiality. Because of the nature of our work and the highly confidential information we provide to our employees, you will be required to execute a Confidentiality and Non-Disclosure Agreement (**attached**), which will remain in full force and effect after your employment.
10. Equal Employment Opportunity. The School is an equal-opportunity employer. School policy prohibits discrimination, retaliation, or harassment based on actual or perceived ancestry, race, color, religion, including religious dress and grooming practices, national origin, including language use and possession of a driver's license issued to persons unable to prove their presence in the United States, citizenship, marital status, sex, pregnancy, childbirth, breastfeeding, or related medical conditions, gender, gender identity, gender expression, sexual orientation, age (40 and above), reproductive health decision-making, military or veteran status, physical or mental disability, including HIV and AIDS, medical condition, including cancer or a record or history of cancer, genetic characteristic or information, protected medical leaves (e.g., leave under the Family and Medical Leave Act), domestic violence victim status, political affiliation, and any other status protected by federal, state, or local laws. This commitment applies to all personnel decisions and to all persons involved in the operations of the School. In addition, you are expressly prohibited from discriminating against, retaliating against, or harassing any student of the School. You must treat all students and third parties working for or on behalf of the School respectfully and appropriately.
11. Prior Agreements. You affirm that you are not a party to any agreement(s) such as a non-competition agreement that would prohibit you from employment with us.
12. Organization Policies. If you accept this offer and begin employment, on your first day of employment, you will be given additional information about the School, including but not limited to its Employee Handbook and other policies and procedures
13. Entire Agreement. This Agreement and its Exhibit A, and accompanying attachments, when accepted by you, constitutes our entire agreement and supersedes all prior agreements and representations whether written or oral. This Agreement may be amended only by a writing signed by both yourself and the CEO of the School. To the extent this Agreement or its attachments conflict with our Employee Handbook or any other policy or procedure, this

Agreement or its attachments, as the case may be, shall control.

On your first day of work you will be required to complete the INS form I-9. Please bring appropriate identification that shows your eligibility to work in the United States.

If these terms are acceptable to you, please sign one copy of this offer letter and return it at your earliest convenience. This offer will remain open for 5 days.

Once again, we are looking forward to you joining the Elite Academic Team, contributing to the **DEPARTMENT**, and personally growing with the School.

Sincerely,

Meghan Freeman, CEO

CEO/Designee Signature:

Date:

AGREED TO AND ACCEPTED BY:

EMPLOYEE NAME

Employee Signature:

Date:

Address:

Telephone:



AT-WILL EMPLOYMENT AGREEMENT

Between Elite Academic Academy Charter - COMPANY NAME

and

Name: EMPLOYEE NAME

in the position of

Title: POSITION

DATE

NAME:

HOME ADDRESS:

Dear **NAME**,

We are pleased to offer you the position of **full -time (non-exempt) _____** with Elite Academic Academy – **COMPANY NAME** (the “School”) commencing **July 1, 2024**. We are delighted you chose to join the Elite Academic Academy team and are confident you will enjoy it here. The purpose of this letter is to summarize the terms of your employment with the School as set forth in this At-Will Employment Agreement (the “Agreement”), should you accept our offer. This offer of employment is conditioned upon the receipt of proof of your legal eligibility to work in the United States (IRS I-9) and successful completion of all background (Livescan) checks.

The terms of your employment with the School are as follows:

1. **Job Duties.** Your job duties are detailed in the attached job description (“Exhibit A”) which is incorporated herein, and you will report to the **SUPERVISOR TITLE**, or designee. The duties set forth in Exhibit A may be amended from time to time at the sole discretion of the School.
2. **At-Will Employment.** Your employment at the School is “at will,” which means that it is of no definite duration and will continue only as long as both you and the School consider it of mutual benefit. Either you or the School is free to terminate the employment relationship at any time, with or without cause and with or without notice. Although your job duties, title, compensation and benefits, as well as our personnel policies and procedures, may change from time-to-time, the “at will” nature of your employment may only be changed in a

document signed by you and the Chief Executive Officer of the School.

3. Hours of Employment. Your days of work, and hours of employment, will be Monday through Friday at hours determined by the School and your direct supervisor, provided that ordinary working hours shall not exceed 8 hours per day, or 40 hours per week, unless agreed upon by the School in advance. We anticipate that there will be occasions when we will ask you to work overtime. All overtime hours must be approved in advance by your supervisor
4. Best Efforts. You agree that you will at all times faithfully, industriously, and to the best of your ability perform all of the duties that may be required of you by the School which shall include:
 - a. Fulfilling the job duties and functions enumerated in the job description, attached hereto as Exhibit A;
 - b. Such other duties as assigned by the Board of the School or your supervisor from time-to-time as necessary in the School's discretion and judgment to effectuate the purposes of this Agreement including assignments that are in addition to those expressly described in this Agreement or its Exhibit A;
 - c. Attending any scheduled School events or training or planning sessions before or during the school year if requested by your direct supervisor; and
 - d. Following and abiding by the School's policies and procedures as adopted and amended from time-to-time, including those policies and procedures set forth in the School's current Employee Handbook, which may be amended from time to time at the sole discretion of the School.
5. Non-Competition During Employment. You agree that while you are working for the School, you will not render services in person or by electronic means, paid or otherwise, to any other entity, unless prior written approval is given by the CEO.
6. Compensation. Due to funding uncertainties generally, and more specifically associated with the School's required participation in the SB 740 funding process for non-seat-time charter schools, as well as the unpredictability of legislation affecting charter schools, the total amount of School funds available for employee compensation is often unknown to the School at the outset of any academic year. You will be paid a minimum rate of \$RATE an hour for all regular hours worked, less applicable withholdings, for 239 days of work (see attached calendar), which amount may be adjusted upward, during or at the conclusion of the academic year, by the School's governing board in its sole discretion. For any overtime hours worked, you will be paid at the appropriate overtime rate in accordance with all applicable laws. You will also receive a stipend of \$___ a month (or \$___ per pay period) for travel and mileage (in lieu of mileage reimbursement). You will be paid twice a month on, or around, the 10th and 26th of each month. Human Resources will confirm your exact pay dates.
7. Benefits. You will be eligible for all benefits as generally offered to similarly situated

employees of the School as described in the School's Employee Handbook. The School also offers Health and Welfare benefits, after one month of employment, totaling \$10,800 a year (or \$900 a month), which can be used to purchase medical, dental, and vision insurance benefits offered through the Charter providers. You may "opt out" of medical insurance provided by the Charter, and retain a monthly allotment of \$200. For more information, please see the plan benefits.

8. Meal and Rest Periods. You shall be given a duty-free, uninterrupted unpaid meal period of at least thirty minutes for a work period of over 5 hours in a day and one duty-free uninterrupted paid rest break of 10 minutes for every 4 hours worked or major fraction thereof. Your supervisor will schedule the times for your meal and rest periods.
9. Timekeeping. You are required to record your time via our timekeeping system, in Paycom. You will be provided with specific instructions regarding this system. You will be responsible for reviewing, approving, and submitting your time to your supervisor. You must report any instance where you believe your time, or pay, is inaccurate to the payroll department.
10. Arbitration. It is a condition of your employment that you review the School's Arbitration Agreement (attached) which provides that any disputes between you and the School be submitted to binding arbitration. You should notify the School in writing of any complaints you have with respect to your employment so that any issues can immediately be addressed and rectified.
11. Confidentiality. Because of the nature of our work and the highly confidential information we provide to our employees, you will be required to execute a Confidentiality and Non-Disclosure Agreement (attached), which will remain in full force and effect after your employment.
12. Equal Employment Opportunity. The School is an equal-opportunity employer. School policy prohibits discrimination, retaliation, or harassment based on actual or perceived ancestry, race, color, religion, including religious dress and grooming practices, national origin, including language use and possession of a driver's license issued to persons unable to prove their presence in the United States, citizenship, marital status, sex, pregnancy, childbirth, breastfeeding, or related medical conditions, gender, gender identity, gender expression, sexual orientation, age (40 and above), reproductive health decision-making, military or veteran status, physical or mental disability, including HIV and AIDS, medical condition, including cancer or a record or history of cancer, genetic characteristic or information, protected medical leaves (e.g., leave under the Family and Medical Leave Act), domestic violence victim status, political affiliation, and any other status protected by federal, state, or local laws. This commitment applies to all personnel decisions and to all persons involved in the operations of the School. In addition, you are expressly prohibited from discriminating against, retaliating against, or harassing any student of the School. You must treat all students and third parties working for or on behalf of the School respectfully and appropriately.
13. Prior Agreements. You affirm that you are not a party to any agreement(s) such as a

non-competition agreement that would prohibit you from employment with us.

14. Organization Policies. If you accept this offer and begin employment, on your first day of employment, you will be given additional information about the School, including but not limited to its Employee Handbook and other policies and procedures

15. Entire Agreement. This Agreement and its Exhibit A, and accompanying attachments, when accepted by you, constitutes our entire agreement and supersedes all prior agreements and representations whether written or oral. This Agreement may be amended only by a writing signed by both yourself and the CEO of the School. To the extent this Agreement or its attachments conflict with our Employee Handbook or any other policy or procedure, this Agreement or its attachments, as the case may be, shall control.

On your first day of work you will be required to complete the INS form I-9. Please bring appropriate identification that shows your eligibility to work in the United States.

If these terms are acceptable to you, please sign one copy of this offer letter and return it at your earliest convenience. This offer will remain open for 5 days.

Once again, we are looking forward to you joining the Elite Academic Team, contributing to the **DEPARTMENT**, and personally growing with the School.

Sincerely,

Meghan Freeman, CEO

CEO/Designee Signature:

Date:

AGREED TO AND ACCEPTED BY:

EMPLOYEE NAME

Employee Signature:

Date:

Address:

Telephone:



AT-WILL EMPLOYMENT AGREEMENT

Between Elite Academic Academy Charter - COMPANY NAME

and

Name: EMPLOYEE NAME

in the position of

Title: POSITION

DATE

NAME:

HOME ADDRESS:

Dear **NAME**,

We are pleased to offer you the position of **full -time (non-exempt)** _____ with Elite Academic Academy – **COMPANY NAME** (the “School”) commencing **July 1, 2024**. We are delighted you chose to join the Elite Academic Academy team and are confident you will enjoy it here. The purpose of this letter is to summarize the terms of your employment with the School as set forth in this At-Will Employment Agreement (the “Agreement”), should you accept our offer. This offer of employment is conditioned upon the receipt of proof of your legal eligibility to work in the United States (IRS I-9) and successful completion of all background (Livescan) checks.

The terms of your employment with the School are as follows:

1. **Job Duties.** Your job duties are detailed in the attached job description (“Exhibit A”) which is incorporated herein, and you will report to the **SUPERVISOR TITLE**, or designee. The duties set forth in Exhibit A may be amended from time to time at the sole discretion of the School.
2. **At-Will Employment.** Your employment at the School is “at will,” which means that it is of no definite duration and will continue only as long as both you and the School consider it of mutual benefit. Either you or the School is free to terminate the employment relationship at any time, with or without cause and with or without notice. Although your job duties, title, compensation and benefits, as well as our personnel policies and procedures, may change from time-to-time, the “at will” nature of your employment may only be changed in a

document signed by you and the Chief Executive Officer of the School.

3. Hours of Employment. Your days of work, and hours of employment, will be Monday through Friday at hours determined by the School and your direct supervisor, provided that ordinary working hours shall not exceed 8 hours per day, or 40 hours per week, unless agreed upon by the School in advance. We anticipate that there will be occasions when we will ask you to work overtime. All overtime hours must be approved in advance by your supervisor
4. Best Efforts. You agree that you will at all times faithfully, industriously, and to the best of your ability perform all of the duties that may be required of you by the School which shall include:
 - a. Fulfilling the job duties and functions enumerated in the job description, attached hereto as Exhibit A;
 - b. Such other duties as assigned by the Board of the School or your supervisor from time-to-time as necessary in the School's discretion and judgment to effectuate the purposes of this Agreement including assignments that are in addition to those expressly described in this Agreement or its Exhibit A;
 - c. Attending any scheduled School events or training or planning sessions before or during the school year if requested by your direct supervisor; and
 - d. Following and abiding by the School's policies and procedures as adopted and amended from time-to-time, including those policies and procedures set forth in the School's current Employee Handbook, which may be amended from time to time at the sole discretion of the School.
5. Non-Competition During Employment. You agree that while you are working for the School, you will not render services in person or by electronic means, paid or otherwise, to any other entity, unless prior written approval is given by the CEO.
6. Compensation. Due to funding uncertainties generally, and more specifically associated with the School's required participation in the SB 740 funding process for non-seat-time charter schools, as well as the unpredictability of legislation affecting charter schools, the total amount of School funds available for employee compensation is often unknown to the School at the outset of any academic year. Accordingly, you will be paid a minimum annual salary of \$RATE, which is a monthly salary of \$___, and is \$___ per pay period, less applicable withholdings for 238 days of work (see calendar attached), which amount may be adjusted upward during or at the conclusion of the academic year by the School's governing board in its sole discretion. We anticipate that there will be occasions when we will ask you to work overtime. For any overtime hours worked, you will be paid at the appropriate overtime rate in accordance with all applicable laws. You will also receive a stipend of \$___ a month (or \$___ per pay period) for travel and mileage (in lieu of mileage reimbursement). You will be paid twice a month on, or around, the 10th and 26th of each month. Human Resources will confirm your exact pay dates.

7. Benefits. You will be eligible for all benefits as generally offered to similarly situated employees of the School as described in the School's Employee Handbook. The School also offers Health and Welfare benefits, after one month of employment, totaling \$10,800 a year (or \$900 a month), which can be used to purchase medical, dental, and vision insurance benefits offered through the Charter providers. You may "opt out" of medical insurance provided by the Charter, and retain a monthly allotment of \$200. For more information, please see the plan benefits.
8. Meal and Rest Periods. You shall be given a duty-free, uninterrupted unpaid meal period of at least thirty minutes for a work period of over 5 hours in a day and one duty-free uninterrupted paid rest break of 10 minutes for every 4 hours worked or major fraction thereof. Your supervisor will schedule the times for your meal and rest periods.
9. Timekeeping. You are required to record your time via our timekeeping system, in Paycom. You will be provided with specific instructions regarding this system. You will be responsible for reviewing, approving, and submitting your time to your supervisor. You must report any instance where you believe your time, or pay, is inaccurate to the payroll department.
10. Arbitration. It is a condition of your employment that you review the School's Arbitration Agreement (attached) which provides that any disputes between you and the School be submitted to binding arbitration. You should notify the School in writing of any complaints you have with respect to your employment so that any issues can immediately be addressed and rectified.
11. Confidentiality. Because of the nature of our work and the highly confidential information we provide to our employees, you will be required to execute a Confidentiality and Non-Disclosure Agreement (attached), which will remain in full force and effect after your employment.
12. Equal Employment Opportunity. The School is an equal-opportunity employer. School policy prohibits discrimination, retaliation, or harassment based on actual or perceived ancestry, race, color, religion, including religious dress and grooming practices, national origin, including language use and possession of a driver's license issued to persons unable to prove their presence in the United States, citizenship, marital status, sex, pregnancy, childbirth, breastfeeding, or related medical conditions, gender, gender identity, gender expression, sexual orientation, age (40 and above), reproductive health decision-making, military or veteran status, physical or mental disability, including HIV and AIDS, medical condition, including cancer or a record or history of cancer, genetic characteristic or information, protected medical leaves (e.g., leave under the Family and Medical Leave Act), domestic violence victim status, political affiliation, and any other status protected by federal, state, or local laws. This commitment applies to all personnel decisions and to all persons involved in the operations of the School. In addition, you are expressly prohibited from discriminating against, retaliating against, or harassing any student of the School. You must treat all students and third parties working for or on behalf of the School respectfully and appropriately.
13. Prior Agreements. You affirm that you are not a party to any agreement(s) such as a

non-competition agreement that would prohibit you from employment with us.

14. Organization Policies. If you accept this offer and begin employment, on your first day of employment, you will be given additional information about the School, including but not limited to its Employee Handbook and other policies and procedures

15. Entire Agreement. This Agreement and its Exhibit A, and accompanying attachments, when accepted by you, constitutes our entire agreement and supersedes all prior agreements and representations whether written or oral. This Agreement may be amended only by a writing signed by both yourself and the CEO of the School. To the extent this Agreement or its attachments conflict with our Employee Handbook or any other policy or procedure, this Agreement or its attachments, as the case may be, shall control.

On your first day of work you will be required to complete the INS form I-9. Please bring appropriate identification that shows your eligibility to work in the United States.

If these terms are acceptable to you, please sign one copy of this offer letter and return it at your earliest convenience. This offer will remain open for 5 days.

Once again, we are looking forward to you joining the Elite Academic Team, contributing to the **DEPARTMENT**, and personally growing with the School.

Sincerely,

Meghan Freeman, CEO

CEO/Designee Signature:

Date:

AGREED TO AND ACCEPTED BY:

EMPLOYEE NAME

Employee Signature:

Date:

Address:

Telephone:



AT-WILL EMPLOYMENT AGREEMENT

Between Elite Academic Academy Charter - [SCHOOL]

and

Name: [New Hire]

in the position of

Title: [Position Title]

[DATE]

[NEW HIRE]

[HOME ADDRESS]

Dear [NEW HIRE],

We are pleased to offer you the position of full-time exempt [POSITION TITLE] with Elite Academic Academy- [SCHOOL] (the "School") commencing August 12, 2024. We are delighted you chose to join the Certificated Teaching Department and are confident you will enjoy it here. The purpose of this letter is to summarize the terms of your employment with the School as set forth in this At-Will Employment Agreement (the "Agreement"), should you accept our offer. This offer of employment is conditioned upon the receipt of proof of your legal eligibility to work in the United States (IRS I-9) and successful completion of all background (Livescan) checks.

The terms of your employment with the School are as follows:

1. Job Duties. Your job duties are detailed in the attached job description (Exhibit A) and you will report to [SUPERVISOR TITLE], or designee.

2. At-Will Employment. Your employment at the School is "at will," which means that it is of no definite duration and will continue only as long as both you and the School consider it of mutual benefit. Either you or the School is free to terminate the employment relationship at any time, with or without cause and with or without notice. Although your job duties, title, compensation, and benefits, as well as our personnel policies and procedures, may change from time-to-time, the "at will" nature of your employment may only be changed in a document signed by you and the CEO of the School.

3. Work Hours. You are compensated for the general value of services you perform and not for the amount of time you spend on the job. Thus, you will generally be paid your set salary notwithstanding the number of hours you work. However, to ensure that you can be reached by your supervisor and communicate with those individuals who will assist you in performing your job duties, you are generally expected to work Monday to Friday during normal business hours.

4. Compensation. Due to funding uncertainties generally, and more specifically associated with the School's required participation in the SB 740 funding process for non-seat-time charter schools, as well as the unpredictability of legislation affecting charter schools, the total amount of School funds available for employee compensation is often unknown to the School at the outset of any academic year. Accordingly, for the 24/25 school year you will be paid a minimum annual salary of \$_____ (or \$_____ per month for 11 months, August 2023-June 2024), less applicable withholdings, for 200 days of work (see attached staffing calendar). [Note: This salary includes your teacher salary of \$_____ (\$___/day for 200 days), [OPTIONAL: plus your Lead Teacher (or MTSS, ASB, etc.) salary of \$_____ (see attached job description), along with your \$_____ salary in honor of your master's (or doctorate) degree, for a total base salary of \$_____] This amount may be adjusted upward during or at the conclusion of the academic year by the School's governing board in its sole discretion. You will also receive a stipend of \$150.00 a month for travel and mileage (in lieu of mileage reimbursement). You will be paid once a month on, or before, the 26th of each month. Salary increases and annual bonuses may be awarded at the end of each calendar year, at the sole and absolute discretion of the CEO, based upon, among other things, your performance and the School's overall performance during the calendar year.

5. Benefits. You will be eligible for all benefits as generally offered to similarly situated employees of the School, including contributions to the California State Teachers Retirement System, as further described in our Employee Handbook. The School also offers Health and Welfare benefits, after one month of employment, totaling \$10,800 a year (or \$900 a month), which can be used to purchase medical, dental, and vision insurance benefits offered through the Charter providers. You may "opt out" of medical insurance provided by the Charter and retain a monthly allotment of \$200. For more information, please see the plan benefits.

6. Arbitration. It is a condition of your employment that you review our Arbitration Agreement (attached) which provides that any disputes between you and the School be submitted to binding arbitration. You should notify the School in writing of any

complaints you have with respect to your employment so that any issues can immediately be addressed and rectified.

7. Confidentiality. Because of the nature of our work and the highly confidential information we provide to our employees, you will be required to execute a Confidentiality and Non-Disclosure agreement (**attached**), which will remain in full force and effect after your employment.

8. Equal Employment Opportunity. The School is an equal-opportunity employer. School policy prohibits discrimination, retaliation, or harassment based on actual or perceived ancestry, race, color, religion, including religious dress and grooming practices, national origin, including language use and possession of a driver's license issued to persons unable to prove their presence in the United States, citizenship, marital status, sex, pregnancy, childbirth, breastfeeding, or related medical conditions, gender, gender identity, gender expression, sexual orientation, age (40 and above), reproductive health decision-making, military or veteran status, physical or mental disability, including HIV and AIDS, medical condition, including cancer or a record or history of cancer, genetic characteristic or information, protected medical leaves (e.g., leave under the Family and Medical Leave Act), domestic violence victim status, political affiliation, and any other status protected by federal, state, or local laws. This commitment applies to all personnel decisions and to all persons involved in the operations of the School. In addition, you are expressly prohibited from discriminating against, retaliating against, or harassing any student of the School. You must treat all students and third parties working for or on behalf of the School respectfully and appropriately.

9. Prior Agreements. You affirm that you are not a party to any agreement(s) such as a non-competition agreement that would prohibit you from employment with us.

10. Organization Policies. If you accept this offer and begin employment, on your first day of employment, you will be given additional information about the School, including but not limited to its Employee Handbook and other policies and procedures

11. Entire Agreement. This Agreement and its Exhibit A, and accompanying attachments, when accepted by you, constitutes our entire agreement and supersedes all prior agreements and representations whether written or oral. This Agreement may be amended only by a writing signed by both yourself and the CEO of the School. To the extent this Agreement or its attachments conflict with our Employee Handbook or any other policy or procedure, this Agreement or its attachments, as the case may be, shall control.

On your first day of work, you will be required to complete the INS form I-9. Please bring appropriate identification that shows your eligibility to work in the United States.

If these terms are acceptable to you, please sign one copy of this offer letter and return it at your earliest convenience. This offer will remain open for 5 working days.

Once again, we are looking forward to your joining the Elite Academic Academy- [SCHOOL] team, contributing to the Certificated Teaching Department, and personally growing with the School.

Sincerely,

Meghan Freeman
CEO

Date: _____

AGREED TO AND ACCEPTED BY:

Employee: [NAME]

Signature: _____ Date: _____



NOTICE TO EMPLOYEE AS TO CHANGE IN STATUS

Date: DATE

Re: NAME

This letter is to notify you that, per your conversation with SUPERVISOR, your current contract with Elite Academic Academy - SCHOOL, for the 23/24 school year, in the position of POSITION, will conclude on June 30, 2024 (with your final paycheck being received on DATE).

Please make sure you meet with your Supervisor, and complete all necessary assignments/tasks for the 23/24 school year, prior to June 30, 2024. [Note: You will also receive separation documents from HR to review/complete as well.]

Unfortunately, at this time, you will not be offered a contract for the 24/25 school year.

We greatly appreciate your services, and wish you the very best of luck in your future endeavors.

Please contact Tracy Hasper, in Human Resources, if you have any questions.

Meghan Freeman
CEO

NAME
POSITION



AT-WILL EMPLOYMENT AGREEMENT

Between Elite Academic Academy Charter - COMPANY NAME

and

Name: EMPLOYEE NAME

in the position of

Title: POSITION

DATE

NAME:

HOME ADDRESS:

Dear **NAME**,

We are pleased to offer you the position of **part-time (non-exempt) _____** with Elite Academic Academy – **COMPANY NAME** (the “School”) commencing **July 1, 2024**. We are delighted you chose to join the Elite Academic Academy team and are confident you will enjoy it here. The purpose of this letter is to summarize the terms of your employment with the School as set forth in this At-Will Employment Agreement (the “Agreement”), should you accept our offer. This offer of employment is conditioned upon the receipt of proof of your legal eligibility to work in the United States (IRS I-9) and successful completion of all background (Livescan) checks.

The terms of your employment with the School are as follows:

1. **Job Duties.** Your job duties are detailed in the attached job description (“Exhibit A”) which is incorporated herein, and you will report to the **SUPERVISOR TITLE**, or designee. The duties set forth in Exhibit A may be amended from time to time at the sole discretion of the School.
2. **At-Will Employment.** Your employment at the School is “at will,” which means that it is of no definite duration and will continue only as long as both you and the School consider it of mutual benefit. Either you or the School is free to terminate the employment relationship at any time, with or without cause and with or without notice. Although your job duties, title, compensation and benefits, as well as our personnel policies and procedures, may change from time-to-time, the “at will” nature of your employment may only be changed in a

document signed by you and the Chief Executive Officer of the School.

3. Hours of Employment. Your days of work, and hours of employment, will be Monday through Friday at hours determined by the School and your direct supervisor, provided that ordinary working hours shall not exceed 20 hours per week, unless agreed upon by the School in advance. We anticipate that there will be occasions when we will ask you to work over 20 hours per week, and/or occasions when you may be asked to work overtime. All overtime hours must be approved in advance by your supervisor
4. Best Efforts. You agree that you will at all times faithfully, industriously, and to the best of your ability perform all of the duties that may be required of you by the School which shall include:
 - a. Fulfilling the job duties and functions enumerated in the job description, attached hereto as Exhibit A;
 - b. Such other duties as assigned by the Board of the School or your supervisor from time-to-time as necessary in the School's discretion and judgment to effectuate the purposes of this Agreement including assignments that are in addition to those expressly described in this Agreement or its Exhibit A;
 - c. Attending any scheduled School events or training or planning sessions before or during the school year if requested by your direct supervisor; and
 - d. Following and abiding by the School's policies and procedures as adopted and amended from time-to-time, including those policies and procedures set forth in the School's current Employee Handbook, which may be amended from time to time at the sole discretion of the School.
5. Non-Competition During Employment. You agree that while you are working for the School, you will not render services in person or by electronic means, paid or otherwise, to any other entity, unless prior written approval is given by the CEO.
6. Compensation. Due to funding uncertainties generally, and more specifically associated with the School's required participation in the SB 740 funding process for non-seat-time charter schools, as well as the unpredictability of legislation affecting charter schools, the total amount of School funds available for employee compensation is often unknown to the School at the outset of any academic year. You will be paid a minimum rate of \$RATE an hour for all regular hours worked, less applicable withholdings, for 189/224 days of work (see attached calendar), which amount may be adjusted upward, during or at the conclusion of the academic year, by the School's governing board in its sole discretion. For any overtime hours worked, you will be paid at the appropriate overtime rate in accordance with all applicable laws. You will also receive a stipend of \$___ a month (or \$___ per pay period) for travel and mileage (in lieu of mileage reimbursement). You will be paid twice a month on, or around, the 10th and 26th of each month. Human Resources will confirm your exact pay dates.
7. Benefits. As a part-time employee you will not generally be eligible for benefits, except for

voluntary benefits, and those required by law such as paid sick time and California State Teachers Retirement System, as described in the School's Employee Handbook. For more information, please see the plan benefits.

8. Meal and Rest Periods. You shall be given a duty-free, uninterrupted unpaid meal period of at least thirty minutes for a work period of over 5 hours in a day and one duty-free uninterrupted paid rest break of 10 minutes for every 4 hours worked or major fraction thereof. Your supervisor will schedule the times for your meal and rest periods.
9. Timekeeping. You are required to record your time via our timekeeping system, in Paycom. You will be provided with specific instructions regarding this system. You will be responsible for reviewing, approving, and submitting your time to your supervisor. You must report any instance where you believe your time, or pay, is inaccurate to the payroll department.
10. Arbitration. It is a condition of your employment that you review the School's Arbitration Agreement (attached) which provides that any disputes between you and the School be submitted to binding arbitration. You should notify the School in writing of any complaints you have with respect to your employment so that any issues can immediately be addressed and rectified.
11. Confidentiality. Because of the nature of our work and the highly confidential information we provide to our employees, you will be required to execute a Confidentiality and Non-Disclosure Agreement (attached), which will remain in full force and effect after your employment.
12. Equal Employment Opportunity. The School is an equal opportunity employer. School policy prohibits discrimination, retaliation, or harassment based on actual or perceived ancestry, race, color, religion, including religious dress and grooming practices, national origin, including language use and possession of a driver's license issued to persons unable to prove their presence in the United States, citizenship, marital status, sex, pregnancy, childbirth, breastfeeding, or related medical conditions, gender, gender identity, gender expression, sexual orientation, age (40 and above), reproductive health decision-making, military or veteran status, physical or mental disability, including HIV and AIDS, medical condition, including cancer or a record or history of cancer, genetic characteristic or information, protected medical leaves (e.g., leave under the Family and Medical Leave Act), domestic violence victim status, political affiliation, and any other status protected by federal, state, or local laws. This commitment applies to all personnel decisions and to all persons involved in the operations of the School. In addition, you are expressly prohibited from discriminating against, retaliating against, or harassing any student of the School. You must treat all students and third parties working for or on behalf of the School respectfully and appropriately.
13. Prior Agreements. You affirm that you are not a party to any agreement(s) such as a non-competition agreement that would prohibit you from employment with us.
14. Organization Policies. If you accept this offer and begin employment, on your first day of employment, you will be given additional information about the School, including but not

limited to its Employee Handbook and other policies and procedures

15. Entire Agreement. This Agreement and its Exhibit A, and accompanying attachments, when accepted by you, constitutes our entire agreement and supersedes all prior agreements and representations whether written or oral. This Agreement may be amended only by a writing signed by both yourself and the CEO of the School. To the extent this Agreement or its attachments conflict with our Employee Handbook or any other policy or procedure, this Agreement or its attachments, as the case may be, shall control.

On your first day of work you will be required to complete the INS form I-9. Please bring appropriate identification that shows your eligibility to work in the United States.

If these terms are acceptable to you, please sign one copy of this offer letter and return it at your earliest convenience. This offer will remain open for 5 days.

Once again, we are looking forward to you joining the Elite Academic Team, contributing to the **DEPARTMENT**, and personally growing with the School.

Sincerely,

Meghan Freeman, CEO

CEO/Designee Signature:

Date:

AGREED TO AND ACCEPTED BY:

EMPLOYEE NAME

Employee Signature:

Date:

Address:

Telephone:



AT-WILL EMPLOYMENT AGREEMENT

Between Elite Academic Academy Charter - COMPANY NAME

and

Name: EMPLOYEE NAME

in the position of

Title: POSITION

DATE

NAME:

HOME ADDRESS:

Dear **NAME**,

We are pleased to offer you the position of **part-time (non-exempt) _____** with Elite Academic Academy – **COMPANY NAME** (the “School”) commencing **July 1, 2024**. We are delighted you chose to join the Elite Academic Academy team and are confident you will enjoy it here. The purpose of this letter is to summarize the terms of your employment with the School as set forth in this At-Will Employment Agreement (the “Agreement”), should you accept our offer. This offer of employment is conditioned upon the receipt of proof of your legal eligibility to work in the United States (IRS I-9) and successful completion of all background (Livescan) checks.

The terms of your employment with the School are as follows:

1. **Job Duties.** Your job duties are detailed in the attached job description (“Exhibit A”) which is incorporated herein, and you will report to the **SUPERVISOR TITLE**, or designee. The duties set forth in Exhibit A may be amended from time to time at the sole discretion of the School.
2. **At-Will Employment.** Your employment at the School is “at will,” which means that it is of no definite duration and will continue only as long as both you and the School consider it of mutual benefit. Either you or the School is free to terminate the employment relationship at any time, with or without cause and with or without notice. Although your job duties, title, compensation and benefits, as well as our personnel policies and procedures, may change from time-to-time, the “at will” nature of your employment may only be changed in a

document signed by you and the Chief Executive Officer of the School.

3. Hours of Employment. Your days of work, and hours of employment, will be Monday through Friday at hours determined by the School and your direct supervisor, provided that ordinary working hours shall not exceed 20 hours per week, unless agreed upon by the School in advance. We anticipate that there will be occasions when we will ask you to work over 20 hours per week, and/or occasions when you may be asked to work overtime. All overtime hours must be approved in advance by your supervisor
4. Best Efforts. You agree that you will at all times faithfully, industriously, and to the best of your ability perform all of the duties that may be required of you by the School which shall include:
 - a. Fulfilling the job duties and functions enumerated in the job description, attached hereto as Exhibit A;
 - b. Such other duties as assigned by the Board of the School or your supervisor from time-to-time as necessary in the School's discretion and judgment to effectuate the purposes of this Agreement including assignments that are in addition to those expressly described in this Agreement or its Exhibit A;
 - c. Attending any scheduled School events or training or planning sessions before or during the school year if requested by your direct supervisor; and
 - d. Following and abiding by the School's policies and procedures as adopted and amended from time-to-time, including those policies and procedures set forth in the School's current Employee Handbook, which may be amended from time to time at the sole discretion of the School.
5. Non-Competition During Employment. You agree that while you are working for the School, you will not render services in person or by electronic means, paid or otherwise, to any other entity, unless prior written approval is given by the CEO.
6. Compensation. Due to funding uncertainties generally, and more specifically associated with the School's required participation in the SB 740 funding process for non-seat-time charter schools, as well as the unpredictability of legislation affecting charter schools, the total amount of School funds available for employee compensation is often unknown to the School at the outset of any academic year. You will be paid a minimum rate of \$RATE an hour for all regular hours worked, less applicable withholdings, for 238 days of work (see attached calendar), which amount may be adjusted upward, during or at the conclusion of the academic year, by the School's governing board in its sole discretion. For any overtime hours worked, you will be paid at the appropriate overtime rate in accordance with all applicable laws. You will also receive a stipend of \$__ a month (or \$__ per pay period) for travel and mileage (in lieu of mileage reimbursement)] You will be paid twice a month on, or around, the 10th and 26th of each month. Human Resources will confirm your exact pay dates.
7. Benefits. As a part-time employee you will not generally be eligible for benefits, except for

voluntary benefits, and those required by law such as paid sick time, as described in the School's Employee Handbook. For more information, please see the plan benefits.

8. Meal and Rest Periods. You shall be given a duty-free, uninterrupted unpaid meal period of at least thirty minutes for a work period of over 5 hours in a day and one duty-free uninterrupted paid rest break of 10 minutes for every 4 hours worked or major fraction thereof. Your supervisor will schedule the times for your meal and rest periods.
9. Timekeeping. You are required to record your time via our timekeeping system, in Paycom. You will be provided with specific instructions regarding this system. You will be responsible for reviewing, approving, and submitting your time to your supervisor. You must report any instance where you believe your time, or pay, is inaccurate to the payroll department.
10. Arbitration. It is a condition of your employment that you review the School's Arbitration Agreement (**attached**) which provides that any disputes between you and the School be submitted to binding arbitration. You should notify the School in writing of any complaints you have with respect to your employment so that any issues can immediately be addressed and rectified.
11. Confidentiality. Because of the nature of our work and the highly confidential information we provide to our employees, you will be required to execute a Confidentiality and Non-Disclosure Agreement (**attached**), which will remain in full force and effect after your employment.
12. Equal Employment Opportunity. The School is an equal opportunity employer. School policy prohibits discrimination, retaliation, or harassment based on actual or perceived ancestry, race, color, religion, including religious dress and grooming practices, national origin, including language use and possession of a driver's license issued to persons unable to prove their presence in the United States, citizenship, marital status, sex, pregnancy, childbirth, breastfeeding, or related medical conditions, gender, gender identity, gender expression, sexual orientation, age (40 and above), reproductive health decision-making, military or veteran status, physical or mental disability, including HIV and AIDS, medical condition, including cancer or a record or history of cancer, genetic characteristic or information, protected medical leaves (e.g., leave under the Family and Medical Leave Act), domestic violence victim status, political affiliation, and any other status protected by federal, state, or local laws. This commitment applies to all personnel decisions and to all persons involved in the operations of the School. In addition, you are expressly prohibited from discriminating against, retaliating against, or harassing any student of the School. You must treat all students and third parties working for or on behalf of the School respectfully and appropriately.
13. Prior Agreements. You affirm that you are not a party to any agreement(s) such as a non-competition agreement that would prohibit you from employment with us.
14. Organization Policies. If you accept this offer and begin employment, on your first day of employment, you will be given additional information about the School, including but not

limited to its Employee Handbook and other policies and procedures

15. Entire Agreement. This Agreement and its Exhibit A, and accompanying attachments, when accepted by you, constitutes our entire agreement and supersedes all prior agreements and representations whether written or oral. This Agreement may be amended only by a writing signed by both yourself and the CEO of the School. To the extent this Agreement or its attachments conflict with our Employee Handbook or any other policy or procedure, this Agreement or its attachments, as the case may be, shall control.

On your first day of work you will be required to complete the INS form I-9. Please bring appropriate identification that shows your eligibility to work in the United States.

If these terms are acceptable to you, please sign one copy of this offer letter and return it at your earliest convenience. This offer will remain open for 5 days.

Once again, we are looking forward to you joining the Elite Academic Team, contributing to the **DEPARTMENT**, and personally growing with the School.

Sincerely,

Meghan Freeman, CEO

CEO/Designee Signature:

Date:

AGREED TO AND ACCEPTED BY:

EMPLOYEE NAME

Employee Signature:

Date:

Address:

Telephone:

ADMINISTRATIVE SALARY RANGE			
Cabinet/Directors	12 month calendar only		
Cabinet	By Contract		* Split between both charters
Special Education Director	\$160,000 - \$190,000	*State Study Average \$ 155,000	* Split between both charters (232 calendar)
Low	\$160,000		
Medium	\$175,000		
High	\$190,000		
Director	\$130,000 - \$160,000	*State Study Average \$144,000	* Split between both charters (232 calendar)
Low	\$130,000		
Medium	\$145,000		
High	\$160,000		
Associate Director	\$115,000-\$125,000	*State Study Average \$124,000	* Split between both charters (232 calendar)
Low	\$115,000		
Medium	\$120,000		
High	\$125,000		
Assistant Director	\$100,000-\$115,000	*State Study Average\$105,000	* Split between both charters (232 calendar)
Low	\$100,000		
Medium	\$105,000		
High	\$115,000		
Coordinator	\$90,000 - \$110,000	*State Study Average \$96,000	* Split between both charters (232 calendar)
Low	\$90,000		
Medium	\$100,000		
High	\$110,000		
* Admin has the right to place an employee on the Low, Medium or High starting salary pay range based on:			
#1a) Years of experience in the field		Pending Board Approval	
#1b) Years of experience working for EAA			
#2) Annual increases, if given, are based on starting salary pay rate			

BENEFITS/STIPENDS/RIDERS			
Health Benefits Allowance		\$900 per eligible month	32+hours/week
Cash In Lieu of Health Benefits		\$200 per eligible month	32+hours/week
Mileage/Travel Stipend			
Full-Time Classified Staff/Certificated Teachers		\$150/month	
Coordinators/Assistant Directors/Associate Directors/Directors		\$250/month	
Full-Time Remote Staff		\$833.33/month	Note: Base salary reduced by \$10,000
Certificated Teaching Staff Riders			
	Annual Amount		Monthly Amount
Lead Teacher	Low - \$10,000		\$833.33
	Mid - \$15,000		\$1,250.00
	High - \$20,000		\$1,666.67
Temp Level Up POD Lead	\$1,500.00		\$500 for 3 months (June-August)
Masters Degree	\$1,500.00		\$125.00
Doctorate/PHD	\$2,000.00		\$166.67
SPED Program Specialist	\$10,000.00		\$833.33
MTSS	Low - \$10,000		\$833.33
	Mid - \$15,000		\$1,250.00
	High - \$25,000		\$2,083.33
Director Riders			
	Annual Amount		Monthly Amount
Lead	Low - \$5,000		\$416.67
	Mid - \$10,000		\$833.33
	High - \$15,000		\$1,250.00
Large Academy (600+ students)	\$10,000.00		\$833.33
Retirement Benefits			
403B -Classified		7% Match	
STRS- Certificated		19.10% match	

Pending Board Approval

CERTIFICATED STAFF STARTING SALARY RANGE			
Teachers			
Full-Time Special Education - Education Specialist, and MTSS Content Teachers			
		11 month (189 Day Calendar)	12 month (224 Day Calendar)
Low	\$424/day	\$80,136	\$94,976
Medium	\$462/day	\$87,318	103,488
High	\$504/day	\$95,256.00	112,896
Part-Time Special Education - Education Specialist			
Low	\$53.00/hr		
Medium	\$57.75/hr		
High	\$63/hr		
Full-Time Teachers of Record, CTE Teachers, Content Teachers, TOSA, and Instructional Learning Coaches			
		11 month (189 Day Calendar)	12 month (224 Day Calendar)
Low	\$335/day	\$63,315	\$75,040
Medium	\$365/day	\$68,985	\$81,760
High	\$400/day	\$75,600	\$89,600
Part-Time Teachers of Record, CTE Teachers, Content Teachers, TOSA, and Instructional Learning Coaches			
Low	\$41.88/hr		
Medium	\$45.63/hr		
High	\$50/hr		
Other			
Counselor		11 month N/A	12 month (224 calendar)
Low	\$372/day		83,328
Medium	\$405/day		\$90,720
High	\$441/day		\$98,784
Social Worker		11 month (189 Day Calendar)	12 month (224 Day Calendar)
Low	\$268/day	\$50,652	\$60,032
Medium	\$292/day	\$55,188	\$65,408
High	\$318/day	\$60,102	\$71,232
School Psychologist		11 month (189 Day Calendar)	12 month (224 Day Calendar)
Low	\$582/day	\$109,998	\$130,368
Medium	\$634/day	\$119,826	\$142,016
High	\$691/day	\$130,599	\$154,784
Speech and Language Pathologist		11 month (189 Day Calendar)	12 month (224 Day Calendar)
Low	\$505/day	\$95,445	\$113,120
Medium	\$550/day	\$103,950	\$123,200
High	\$600/day	\$113,400	\$134,400
Speech Language Pathology Assistant		11 month (189 Day Calendar)	12 month (224 Day Calendar)
Low	\$240/day	\$45,360	\$53,760
Medium	\$320/day	\$60,480	\$71,680
High	\$400/day	\$75,600	\$89,600
Temp Employees			
Part-Time TEMPORARY Teachers of Record, CTE Teachers, Content Teachers, TOSA, and Instructional Learning Coaches			
Low	\$41.88/hr		
Medium/Low	\$50.00/hr		
Medium	\$250/day		
Medium/High	\$280/day		
High	\$350/day		
Full-Time TEMPORARY Teachers of Record, CTE Teachers, Content Teachers, TOSA, and Instructional Learning Coaches			
Base	\$251.28/day		
Low	\$293.16/day		
Medium/Low	\$300/day		
Medium	\$335/day		
Medium/High	\$350/day		
High	\$400/day		
* Admin has the right to place an employee on the Low, Medium or High starting salary pay range based on:		Pending Board Approval	
#1a) Years of experience in the field			
#1b) Years of experience working for EAA			
#2) Annual increases given based on starting salary pay rate			
***Returning staff received 6% COLA for the 23/24 school year.			

CLASSIFIED STAFF SALARY RANGE		
Human Resources		
Administrative Assistant	\$20-\$30 per hour	237 Calendar
Temp Year-Round Administrative Assistant	\$15-\$20 per hour (PT)	Temp calendar
Operations		
Admissions Clerk	\$20-\$25 per hour (PT)	237 Calendar
Temp Year-Round Admissions Clerks	\$20-\$25 per hour (PT)	Temp calendar
Business Department		
IT Technology Support Coordinator	\$55,000-\$65,000	237 Calendar
IT Technology Support	\$18-25 per hour (FT or PT)	237 Calendar
Business Clerks	\$18-\$25 per hour (FT or PT)	237 Calendar
Temp Year-Round Business Clerks	\$18-\$25 per hour (PT)	Temp calendar
Temp Year-Round Community Relations Clerk	\$18-\$25 per hour (PT)	Temp calendar
Community Relations Clerk	\$18-\$25 per hour (FT or PT)	237 Calendar
Community Relations Lead		237 Calendar
	Low - \$222/day	\$52,614
	Low/Medium - \$242/day	\$57,354
	Medium - \$263/day	\$62,331
	Medium/High - \$285/day	\$67,545
	High - \$290/day	\$68,730
Athletic Department		
CTE Liaison		224 Calendar
	Low - \$288/day	\$64,512
	Medium - \$312/day	\$69,888
	High - \$336/day	\$75,264
Academics		
Temporary Virtual Instructional Assistant	\$18 per hour (PT and/or FT)	Temp calendar
Instructional Aide	\$18-\$22 per hour (PT and/or FT)	237 Calendar
MTSS Instructional Aide	\$28-\$33.25 per hour (PT and/or FT)	237 Calendar
Student Support Services Liaison	\$15-\$20 per hour (PT)	237 Calendar
SPED Liaison	\$20-\$26 per hour (PT and/or FT)	237 Calendar
SPED Administrative Assistant		237 Calendar
	Low - \$285/day	\$67,830
	Medium - \$290/day	\$69,020
	High - \$295/day	\$70,210
* Admin has the right to place an employee on the Low, Medium or High starting salary pay range based on:		
#1a) Years of experience in the field		Pending Board Approval
#1b) Years of experience working for EAA		
#2) Annual increases given based on starting salary pay rate		



Date of Offer: **DATE**

Assignment Offered: Temporary **CLASSIFIED POSITION**

Candidate Name: **NAME**

Candidate Address: **ADDRESS**

It is our pleasure to offer you a temporary position with the Elite Academic Academy - **SCHOOL** (the "School"). This Temporary Employment Contract (the "Contract" or "Temporary Employment Contract") states the terms and conditions that govern the contractual agreement between Elite Academic Academy - **SCHOOL** and **NAME** (the "Temp") who agrees to be bound by this Contract.

WHEREAS, the School is engaged in Public Charter School Education; and

WHEREAS, the School desires to employ and retain the services of the Temp on a temporary basis according to the terms and conditions herein.

NOW, THEREFORE, In consideration of the mutual covenants and promises made by the parties hereto, the School and the Temp (individually, each a "Party" and collectively, the "Parties") covenant and agree as follows:

- The term of this Temporary Employment Contract shall commence on **____, 2024**, and continue until **____, 2024**.
- This offer of employment is conditioned upon the receipt of proof of your legal eligibility to work in the United States [I-9], and successful completion of all background (Livescan) checks.
- The Temp agrees and acknowledges that, just as the Temp has the right to terminate employment with the School at any time, with or without cause and with or without notice, the School has the same right, and may terminate the Temp's employment with the School at any time, with or without cause and with or without notice.
- The School shall employ the Temp as a **Classified Position** (the "Position") performing the duties described on Exhibit A attached hereto. The Temp accepts employment with the School on the terms and conditions set forth in this Temporary Employment Contract, and agrees to devote his/her full time and attention (reasonable periods of illness excepted) to the performance of his/her duties under this Contract.
- The Temp's days of work shall be Monday through Friday at hours determined by the School, provided that ordinary working hours shall not exceed **20 hours** per week, *unless agreed upon by the School*.
 - You are required to record your time via our timekeeping system, in Paycom. You will be provided with specific instructions regarding this system. You will be responsible for

reviewing, approving, and submitting your time to your supervisor. You must report any instance where you believe your time, or pay, is inaccurate to the payroll department.

- In consideration for the performance of the duties hereunder, the Temp shall be entitled to compensation as described on Exhibit B attached hereto.
- The Temp agrees and acknowledges that he/she shall comply with the School's Employee Handbook. Copies of such documents are available upon request.
- No modification of this Contract shall be valid unless in writing and agreed upon by both Parties.
- This Temporary Employment Contract and the interpretation of its terms shall be governed by and construed in accordance with the laws of the State of California and subject to the exclusive jurisdiction of the federal and state courts located in COUNTY, California

IN WITNESS WHEREOF, each of the Parties has executed this Temporary Employment Contract, , as of the day and year set forth below.

Elite Academic Academy

Meghan Freeman -CEO

Date

AGREED TO AND ACCEPTED BY:

NAME

Date

Exhibit A. Job Description (See attached)

Exhibit B. Compensation:

- COMPENSATION.
 - The Temp shall be entitled to receive an hourly rate of \$_.00 (the "Compensation") for performance of the duties described in the Temporary Employment Contract.
 - Payments from the pay period beginning on the 1st and ending on the 15th will be paid on, or before, the 26th of that month; and payments for the pay period beginning on the 16th thru the end of the month, will be paid on or before the 10th of the month.
 - The compensation set out above shall be the Temp's sole compensation under the Temporary Employment Contract. Sick leave will be provided in accordance with the law.
 - Payments to the Temp shall be subject to employer withholding.



Date of Offer: **DATE**

Assignment Offered: Part-Time Temporary **Teacher of Record or Content Teacher**

Candidate Name: **NAME**

Candidate Address: **ADDRESS**

It is our pleasure to offer you a temporary position with Elite Academic Academy- **SCHOOL** (the "School"). This Temporary Employment Contract (the "Contract" or "Temporary Employment Contract") states the terms and conditions that govern the contractual agreement between Elite Academic Academy-**SCHOOL** and **NAME** (the "Temp") who agrees to be bound by this Contract.

WHEREAS, the School is engaged in Public Charter School Education; and

WHEREAS, the School desires to employ and retain the services of the Temp on a temporary basis according to the terms and conditions herein.

NOW, THEREFORE, In consideration of the mutual covenants and promises made by the parties hereto, the School and the Temp (individually, each a "Party" and collectively, the "Parties") covenant and agree as follows:

- The term of this Temporary Employment Contract shall commence on **June 24, 2024** and continue until **August 9, 2023**; with mandatory training **June 24th-27th**.
- This offer of employment is conditioned upon the receipt of proof of your legal eligibility to work in the United States [I-9], and successful completion of all background (Livescan) checks.
- The Temp agrees and acknowledges that, just as the Temp has the right to terminate employment with the School at any time, with or without cause and with or without notice, the School has the same right, and may terminate the Temp's employment with the School at any time, with or without cause and with or without notice.
- The School shall employ the Temp as a Part-Time Temporary **Teacher of Record or Content Teacher** (the "Position") performing the duties described on Exhibit A attached hereto. The Temp accepts employment with the School on the terms and conditions set forth in this Temporary Employment Contract, and agrees to devote his/her full time and attention (reasonable periods of illness excepted) to the performance of his/her duties under this Contract.
- The Temp's days of work shall be in accordance with the **34 Day Temporary Level Up Calendar** (see **attached**), at hours determined by your direct supervisor, provided that ordinary working hours do not exceed **20 hours** per week (unless agreed upon in advance by the school). **The Temp must be available to work all of the calendar days.**
 - **Note:** Your authorized hours, per week, will be determined by the number of students you

are assigned; and will be confirmed by your direct supervisor.

- You are required to record your time via our timekeeping system, in Paycom. You will be provided with specific instructions regarding this system. You will be responsible for reviewing, approving, and submitting your time to your supervisor. You must report any instance where you believe your time, or pay, is inaccurate to the payroll department.
- In consideration for the performance of the duties hereunder, the Temp shall be entitled to compensation as described on Exhibit B attached hereto.
- The Temp agrees and acknowledges that he/she shall comply with the School's Employee Handbook. Copies of such documents are available upon request.
- No modification of this Contract shall be valid unless in writing and agreed upon by both Parties.
- This Temporary Employment Contract and the interpretation of its terms shall be governed by and construed in accordance with the laws of the State of California and subject to the exclusive jurisdiction of the federal and state courts located in _____ County, California

IN WITNESS WHEREOF, each of the Parties has executed this Temporary Employment Contract, , as of the day and year set forth below.

Elite Academic Academy

Meghan Freeman Date

AGREED TO AND ACCEPTED BY:

NAME Date

Exhibit A. Job Description (See attached)

Exhibit B. Compensation: io

- COMPENSATION.
 - The Temp shall be entitled to receive an hourly rate of \$41.88 (the "Compensation") for performance of the duties described in the Temporary Employment Contract.
 - Payments from the pay period beginning on the 1st and ending on the 15th will be paid on, or before, the 26th of that month; and payments for the pay period beginning on the 16th thru the end of the month, will be paid on or before the 10th of the month.
 - The compensation set out above shall be the Temp's sole compensation under the Temporary Employment Contract. Sick leave will be provided in accordance with the law.
 - Payments to the Temp shall be subject to employer withholding.
 - STRS: Certificated Teacher shall be subject to STRS.



Date of Offer: **DATE**

Assignment Offered: Temporary **Teacher of Record or Content Teacher**

Candidate Name: **NAME**

Candidate Address: **ADDRESS**

It is our pleasure to offer you a temporary position with Elite Academic Academy- **SCHOOL** (the "School"). This Temporary Employment Contract (the "Contract" or "Temporary Employment Contract") states the terms and conditions that govern the contractual agreement between Elite Academic Academy-**SCHOOL** and **NAME** (the "Temp") who agrees to be bound by this Contract.

WHEREAS, the School is engaged in Public Charter School Education; and

WHEREAS, the School desires to employ and retain the services of the Temp on a temporary basis according to the terms and conditions herein.

NOW, THEREFORE, In consideration of the mutual covenants and promises made by the parties hereto, the School and the Temp (individually, each a "Party" and collectively, the "Parties") covenant and agree as follows:

- The term of this Temporary Employment Contract shall commence on **June 24, 2024** and continue until **August 9, 2023**; with mandatory training **June 24th-27th**.
- This offer of employment is conditioned upon the receipt of proof of your legal eligibility to work in the United States [I-9], and successful completion of all background (Livescan) checks.
- The Temp agrees and acknowledges that, just as the Temp has the right to terminate employment with the School at any time, with or without cause and with or without notice, the School has the same right, and may terminate the Temp's employment with the School at any time, with or without cause and with or without notice.
- The School shall employ the Temp as a Temporary **Teacher of Record or Content Teacher** (the "Position") performing the duties described on Exhibit A attached hereto. The Temp accepts employment with the School on the terms and conditions set forth in this Temporary Employment Contract, and agrees to devote his/her full time and attention (reasonable periods of illness excepted) to the performance of his/her duties under this Contract.
- The Temp's days of work shall be in accordance with the **34 Day Temporary Level Up Calendar** (see **attached**), at a time determined by your direct supervisor. **The Temp must be available to work all of the calendar days.**
- In consideration for the performance of the duties hereunder, the Temp shall be entitled to compensation as described on Exhibit B attached hereto.



Date of Offer: **DATE**
Assignment Offered: Temporary Instructional Assistant
Candidate Name: **NAME**
Candidate Address: **ADDRESS**

It is our pleasure to offer you a temporary position with the Elite Academic Academy - **SCHOOL** (the "School"). This Temporary Employment Contract (the "Contract" or "Temporary Employment Contract") states the terms and conditions that govern the contractual agreement between Elite Academic Academy - **SCHOOL** and **NAME** (the "Temp") who agrees to be bound by this Contract.

WHEREAS, the School is engaged in Public Charter School Education; and

WHEREAS, the School desires to employ and retain the services of the Temp on a temporary basis according to the terms and conditions herein.

NOW, THEREFORE, In consideration of the mutual covenants and promises made by the parties hereto, the School and the Temp (individually, each a "Party" and collectively, the "Parties") covenant and agree as follows:

- The term of this Temporary Employment Contract shall commence on **June 24, 2024**, and continue until **August 9, 2024**.
- This offer of employment is conditioned upon the receipt of proof of your legal eligibility to work in the United States [I-9], and successful completion of all background (Livescan) checks.
- The Temp agrees and acknowledges that, just as the Temp has the right to terminate employment with the School at any time, with or without cause and with or without notice, the School has the same right, and may terminate the Temp's employment with the School at any time, with or without cause and with or without notice.
- The School shall employ the Temp as an Instructional Assistant (the "Position") performing the duties described on Exhibit A attached hereto. The Temp accepts employment with the School on the terms and conditions set forth in this Temporary Employment Contract, and agrees to devote his/her full time and attention (reasonable periods of illness excepted) to the performance of his/her duties under this Contract.
- The Temp's days of work shall be Monday through Friday at hours determined by the School, provided that ordinary working hours shall not exceed **20 hours** per week, *unless agreed upon by the School*.
 - You are required to record your time via our timekeeping system, in Paycom. You will be provided with specific instructions regarding this system. You will be responsible for

reviewing, approving, and submitting your time to your supervisor. You must report any instance where you believe your time, or pay, is inaccurate to the payroll department.

- In consideration for the performance of the duties hereunder, the Temp shall be entitled to compensation as described on Exhibit B attached hereto.
- The Temp agrees and acknowledges that he/she shall comply with the School's Employee Handbook. Copies of such documents are available upon request.
- No modification of this Contract shall be valid unless in writing and agreed upon by both Parties.
- This Temporary Employment Contract and the interpretation of its terms shall be governed by and construed in accordance with the laws of the State of California and subject to the exclusive jurisdiction of the federal and state courts located in COUNTY, California

IN WITNESS WHEREOF, each of the Parties has executed this Temporary Employment Contract, , as of the day and year set forth below.

Elite Academic Academy

Meghan Freeman -CEO

Date

AGREED TO AND ACCEPTED BY:

NAME

Date

Exhibit A. Job Description (See attached)

Exhibit B. Compensation:

- COMPENSATION.
 - The Temp shall be entitled to receive an hourly rate of \$18.00 (the "Compensation") for performance of the duties described in the Temporary Employment Contract.
 - Payments from the pay period beginning on the 1st and ending on the 15th will be paid on, or before, the 26th of that month; and payments for the pay period beginning on the 16th thru the end of the month, will be paid on or before the 10th of the month.
 - The compensation set out above shall be the Temp's sole compensation under the Temporary Employment Contract. Sick leave will be provided in accordance with the law.
 - Payments to the Temp shall be subject to employer withholding.



Statement of Work - Audit Services

January 24, 2024

This document constitutes a statement of work ("SOW") under the master service agreement ("MSA") dated February 22, 2023, or superseding MSA, made by and between CliftonLarsonAllen LLP ("CLA," "we," "us," and "our") and Elite Academic Academy-Mountain Empire ("you," "your," or "the entity"). We are pleased to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services CLA will provide for the entity as of and for the year ended June 30, 2024.

Wade McMullen is responsible for the performance of the audit engagement. Per Education Code Section 41020(f)(2), there is a limit of six consecutive years for any firm where the principal of the audit and the reviewing principal have been the same in each of those years. This is the sixth consecutive year Wade McMullen will be the engagement principal.

Scope of audit services

We will audit the financial statements of Elite Academic Academy-Mountain Empire, which comprise the financial statements identified below, and the related notes to the financial statements (collectively, the "financial statements") as of and for the year ended June 30, 2024.

The statement of financial position as of June 30, 2024, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

We will also evaluate and report on the presentation of the following supplementary information accompanying the financial statements in relation to the financial statements as a whole:

Schedule of Instructional Time

Schedule of Average Daily Attendance

Reconciliation of Annual Financial Report With Audited Financial Statements

The following supplementary information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements and our auditors' report will not provide an opinion or any assurance on that information:

Local Education Agency Organization Structure

Nonaudit services

We will also provide the following nonaudit services:

- Preparation of your financial statements and the related notes.
- Preparation of the supplementary information.
- Preparation of adjusting journal entries, as needed.
- Preparation of the informational tax returns.

Audit objectives

The objectives of our audit of the financial statements are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America (U.S. GAAP). Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS) will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Our audit will be conducted in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and the 2023-2024 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting, published by the Education Audit Appeals Panel (State Audit Guide). Those standards require us to be independent of the entity and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. Our audit will include tests of your accounting records and other procedures we consider necessary to enable us to express such an opinions.

We will also perform procedures to enable us to express an opinion on whether the supplementary information (as identified above) accompanying the financial statements is fairly stated, in all material respects, in relation to the financial statements as a whole.

We will issue a written report upon completion of our audit of your financial statements.

Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinion, add an emphasis-of-matter or other-matter paragraph to our auditors' report, or if necessary, withdraw from the engagement. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming an opinion on the financial

statements, we retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement.

We will also provide a report (which does not include an opinion) on internal control over financial reporting and on compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements, as required by *Government Auditing Standards*. The report on internal control over financial reporting and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the entity is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit conducted in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

The state compliance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the State Audit Guide.

Auditor responsibilities, procedures, and limitations

We will conduct our audit in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards* and the State Audit Guide.

Those standards require that we exercise professional judgment and maintain professional skepticism throughout the planning and performance of the audit. As part of our audit, we will:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and evaluate whether audit evidence obtained is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements,

including the amounts and disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

- Conclude, based on our evaluation of audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for a reasonable period of time.

Although our audit planning has not been concluded and modifications may be made, we have identified the following significant risk(s) of material misstatement as part of our audit planning:

- Management Override of Controls
- Revenue Recognition

There is an unavoidable risk, because of the inherent limitations of an audit, together with the inherent limitations of internal control, that some material misstatements may not be detected, even though the audit is properly planned and performed in accordance with U.S. GAAS, Government Auditing Standards, and the Audit Guide. Because we will not perform a detailed examination of all transactions, material misstatements, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity, may not be detected. Because the determination of waste and abuse is subjective, Government Auditing Standards do not require auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management and those charged with governance of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management and those charged with governance of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential.

Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting fraud or errors that are material to the financial statements and to preventing and detecting misstatements resulting from noncompliance with provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. An audit is not designed to provide assurance on internal control or to identify deficiencies, significant deficiencies, or material weaknesses in internal control. However, we will communicate to you in writing significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we identify during the audit that are required to be communicated under AICPA professional standards, *Government Auditing Standards*., and the State Audit Guide

As part of obtaining reasonable assurance about whether the financial statements are free of material

misstatement, we will perform tests of the entity's compliance with the provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

We will include in our report on internal control over financial reporting and on compliance relevant information about any identified or suspected instances of fraud and any identified or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements that may have occurred that are required to be communicated under *Government Auditing Standards*.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Management responsibilities

Our audit will be conducted on the basis that you (management and, when appropriate, those charged with governance) acknowledge and understand that you have certain responsibilities that are fundamental to the conduct of an audit.

You are responsible for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP.

Management's responsibilities include the selection and application of accounting principles; recording and reflecting all transactions in the financial statements; determining the reasonableness of significant accounting estimates included in the financial statements; adjusting the financial statements to correct material misstatements; and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for one year after the date the financial statements are available to be issued.

You are responsible for the design, implementation, and maintenance of effective internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including evaluating and monitoring ongoing activities and safeguarding assets to help ensure that appropriate goals and objectives are met. You are responsible for the design, implementation, and maintenance of internal controls to prevent and detect fraud; assessing the risk that the financial statements may be materially misstated as a result of fraud; and for informing us about all known or suspected fraud affecting the entity involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for implementing systems designed to achieve compliance with applicable laws and regulations and the provisions of contracts and grant agreements; identifying and ensuring that the entity complies with applicable laws, regulations,

contracts, and grant agreements; and informing us of all instances of identified or suspected noncompliance whose effects on the financial statements should be considered. You are responsible for taking timely and appropriate steps to remedy any fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we may report.

You are responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, including amounts and disclosures, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters, and for the accuracy and completeness of that information (including information from within and outside of the general and subsidiary ledgers); (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.

You agree to inform us of events occurring or facts discovered subsequent to the date of the financial statements that may affect the financial statements.

Management is responsible for the preparation of the supplementary information in accordance with U.S. GAAP. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. You agree to provide us written representations related to the presentation of the supplementary information.

Management is responsible for providing us with a written confirmation concerning representations made by you and your staff to us in connection with the audit. During our engagement, we will request information and explanations from you regarding, among other matters, the entity's operations, internal control, future plans, specific transactions, and accounting systems and procedures. The procedures we will perform during our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the representations that we receive in the representation letter and otherwise from you. Accordingly, inaccurate, incomplete, or false representations could cause us to expend unnecessary effort or could cause a material fraud or error to go undetected by our procedures. In view of the foregoing, you agree that we shall not be responsible for any misstatements in the entity's financial statements that we may fail to detect as a result of misrepresentations made to us by you.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies to us of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the "Audit objectives" section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other engagements or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

Responsibilities and limitations related to nonaudit services

For all nonaudit services we may provide to you, management agrees to assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience to understand and oversee the services; evaluate the adequacy and results of the services; and accept responsibility for the results of the services. Management is also responsible for ensuring that your data and records are complete and that you have received sufficient information to oversee the services.

Use of financial statements

Should you decide to include or incorporate by reference these financial statements and our auditors' report(s) thereon in a future private placement or other offering of equity or debt securities, you agree that we are under no obligation to re-issue our report or provide consent for the use of our report in such a registration or offering document. We will determine, at our sole discretion, whether we will re-issue our report or provide consent for the use of our report only after we have performed the procedures we consider necessary in the circumstances. If we decide to re-issue our report or consent to the use of our report, we will be required to perform certain procedures including, but not limited to, (a) reading other information incorporated by reference in the registration statement or other offering document and (b) subsequent event procedures. These procedures will be considered an engagement separate and distinct from our audit engagement, and we will bill you separately. If we decide to re-issue our report or consent to the use of our report, you agree that we will be included on each distribution of draft offering materials and we will receive a complete set of final documents. If we decide not to re-issue our report or decide to withhold our consent to the use of our report, you may be required to engage another firm to audit periods covered by our audit reports, and that firm will likely bill you for its services. While the successor auditor may request access to our workpapers for those periods, we are under no obligation to permit such access.

If the parties (i.e., you and CLA) agree that CLA will not be involved with your official statements related to municipal securities filings or other offering documents, we will require that any official statements or other offering documents issued by you with which we are not involved clearly indicate that CLA is not involved with the contents of such documents. Such disclosure should read as follows:

CliftonLarsonAllen LLP, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. CliftonLarsonAllen LLP also has not performed any procedures relating to this offering document.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website or submitted on a regulator website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information in the electronic site with the original document.

We may issue preliminary draft financial statements to you for your review. Any preliminary draft financial statements should not be relied on or distributed.

Engagement administration and other matters

We understand that your employees will prepare all confirmations, account analyses, and audit schedules we request and will locate any documents or invoices selected by us for testing. A list of information we expect to need for our audit and the dates required will be provided in a separate communication.

We will provide copies of our reports to the entity; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing confidential or sensitive information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the sole and exclusive property of CLA and constitutes confidential and proprietary information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to California Department of Education, California State Controllers Office, and authorizer(s), or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of CLA personnel. Furthermore, upon request, we may provide copies or electronic versions of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release date or for any additional period requested by the California Department of Education, California State Controllers Office, and authorizer(s). If we are aware that a federal or state awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Professional standards require us to be independent with respect to you in the performance of these services. Any discussion that you have with our personnel regarding potential employment with you could impair our independence with respect to this engagement. Therefore, we request that you inform us prior to any such discussions so that we can implement appropriate safeguards to maintain our independence and objectivity. Further, any employment offers to any staff members working on this engagement without our prior knowledge may require substantial additional procedures to ensure our independence. You will be responsible for any additional costs incurred to perform these procedures.

Our audit engagement ends on delivery of our signed report. Any additional services that might be requested will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific SOW for that service.

Government Auditing Standards require that we make our most recent external peer review report publicly available. The report is posted on our website at www.CLAconnect.com/Aboutus/.

Fees

Our professional fees are outlined in the table below:

Service	Fee
Financial Statement Audit	\$14,500
Implementation of the New Risk Auditing Standards which includes an increase in information technology testing	\$1,500
Informational tax return services	\$3,500
Technology and client support fee	\$980
Total	\$20,480

We will also bill for expenses including travel, internal and administrative charges, and a technology and client support fee of five (5%) of all professional fees billed. Our fee is based on anticipated cooperation from your personnel and their assistance with locating requested documents and preparing requested schedules. If the requested items are not available on the dates required or are not accurate, the fees and expenses will likely be higher. There is a ten percent withholding clause per Education Code 14505.

Professional fees will be billed as follows:

Progress bill to be mailed on	Amount to be billed
Upon execution of the SOW	One-third of our professional fees
Upon the commencement of substantive procedures	One-third of our professional fees
Issuance of draft report(s)	One-third of our professional fees

Unexpected circumstances

We will advise you if unexpected circumstances require significant additional procedures resulting in a substantial increase in the fee estimate.

Changes in accounting and audit standards

Standard setters and regulators continue to evaluate and modify standards. Such changes may result in new or revised financial reporting and disclosure requirements or expand the nature, timing, and scope of the activities we are required to perform. To the extent that the amount of time required to provide the services described in the SOW increases due to such changes, our fee may need to be adjusted. We will discuss such circumstances with you prior to performing the additional work.

Agreement

We appreciate the opportunity to provide to you the services described in this SOW under the MSA and believe this SOW accurately summarizes the significant terms of our audit engagement. This SOW and the MSA constitute the entire agreement regarding these services and supersedes all prior agreements (whether oral or written), understandings, negotiations, and discussions between you and CLA related to audit services. If you have any questions, please let us know. Please sign, date, and return this SOW to us to indicate your acknowledgment and understanding of, and agreement with, the arrangements for our audit of your financial statements including the terms of our engagement and the parties' respective responsibilities.

Sincerely,

CliftonLarsonAllen LLP

Response:

This letter correctly sets forth the understanding of Elite Academic Academy-Mountain Empire.

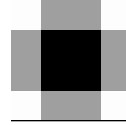
CLA
CliftonLarsonAllen LLP

Wade McMullen

McMullen, Wade, Prinicpal

SIGNED 3/3/2024, 8:14:34 PM PST

Client
Elite Academic Academy-Mountain Empire




Meghan Freeman

SIGNED 3/4/2024, 9:53:24 AM PST

Certificate of completion

Statement of Work - Audit Services	Pages: 11	Status: Done
Parties: 2	Variables: 200	Secrets: 0
Certificate pages: 1	Audit log pages: 0	Attachments: 0
TimeZone: America/Los_Angeles	Outlaw ID: -Now1hCi2Eb8CrvSr0NN	

Client (Party)	Signature	Timestamp
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Meghan Freeman	IP Address: 66.135.75.128	Viewed: 3/4/2024, 9:53:08 AM PST
mfreeman@eliteacademic.com	Signing location: On platform	Signed: 3/4/2024, 9:53:24 AM PST
User ID: NL4UmePDFASL6Lk5tEIOT7kLjR42		

Electronic record and signature disclosure

CLA (Party)	Signature	Timestamp
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McMullen, Wade	IP Address: 170.85.54.169	Viewed: 2/28/2024, 4:54:05 PM PST
wade.mcmullen@claconnect.com	Signing location: On platform	Signed: 3/3/2024, 8:14:34 PM PST
User ID: tzeabZcRLXg0d7QTuG5gqF64gR32		

Electronic record and signature disclosure



Mimeo Customer Services Agreement

MIMEO CUSTOMER SERVICES AGREEMENT (“**Agreement**”), dated as of January 25, 2024, between Mimeo.com, Inc. (“**Mimeo**”) and Elite Academic Academy (“**Customer**”). The following describes the terms on which Mimeo will provide services to Customer:

- 1. SCOPE OF SERVICES:** During the term of this Agreement, Mimeo will provide services as listed on its website, www.mimeo.com (the “**Website**”) and any additional services as may be agreed to by the parties and attached hereto as Exhibits to this Agreement (the “**Services**”) pursuant to Mimeo’s standard terms and conditions as available and updated from time to time on Mimeo’s Website (the “**Terms and Conditions**”). The Services will be provided in accordance with online orders generated by Customer on the Website or by other methods as may be agreed to by the parties (e.g., phone orders). Mimeo reserves the right to subcontract to qualified third persons any part of the performance of the Services described in any project order; provided, that Mimeo will ensure that all services provided by a third party are subject to terms and conditions substantially similar to those set forth in this Agreement and Mimeo shall remain responsible for all work product provided by any third party as if such work product was produced by Mimeo. During the Term of this Agreement, Mimeo will be Customer’s exclusive provider of on-demand digital print services.
- 2. TERM:** This Agreement will begin on January 25, 2024 and will remain in effect through the period ending January 24, 2025. This Agreement will automatically renew annually unless written notice of cancellation is submitted by either party thirty (30) days prior to the annual renewal date. All work commenced during the period of performance (the “**Term**”) will be completed under the terms of this Agreement, and all payments due will be made within thirty (30) days of the date of termination. Sections 6, 7, 8, 10, 14 and 15 will survive the termination or expiration of this Agreement.
- 3. CUSTOMER PRICING:** Customer shall be entitled to receive the corporate pricing set forth in **Exhibit A**. Customer understands that the corporate pricing is based on Customer meeting the estimated spending level of \$160,000.00 in annual print. In the event Customer fails to satisfy the anticipated annual spending level during the Term, Mimeo shall have the right to adjust the pricing to more accurately reflect actual spending levels. Mimeo may also increase its pricing from time to time due to changes in market conditions but agree that any increase shall be no more than 5% annually should Customer not reach its estimated spending level. Should market changes require Mimeo to increase its pricing, Mimeo shall give such notice to Customer and open negotiations on said price change. If agreement cannot be met, then the contract shall terminate on its current terms within thirty (30) days.
- 4. BILLING AND PAYMENT:** Mimeo will invoice Customer upon shipment of orders placed by Customer. All invoices will be paid net thirty (30) days after invoice date. If payments are not made timely pursuant to this agreement, Mimeo reserves the right to accrue interest on the past due balance at the rate of 1.5% per month. In the event action is necessary to enforce the payment terms of this Agreement, Mimeo shall be entitled to reasonable attorney’s fees, court costs and other expenses incurred for such collection action.
- 5. CANCELLATION:** If either party fails to rectify any material failure to perform provided by this letter within thirty (30) days after receipt of written notice from the other, the non-defaulting party will have the right to cancel all or any part of this Agreement by written notice to the defaulting party. All work and Services performed up to the date of termination will be paid in accordance with this agreement letter.
- 6. WORK PRODUCT/OWNERSHIP:** Customer shall own all materials that Customer supplies or provides to Mimeo in connection with a particular order or otherwise relating to the Services (“**Customer Materials**”). All documents and materials produced by Mimeo for Customer shall be deemed "work-made-for-hire" under all applicable laws and shall be Customer’s sole property (the “**Work Product**”). To the extent ownership of the Work Product does not vest in Customer by operation of law Mimeo hereby assigns all such right, title and interest to Customer, and agrees to execute any further documents as may be necessary to effectuate this assignment. Mimeo shall continue to own all knowledge, methods, concepts, technologies and other techniques employed by Mimeo to perform the Services, including, without limitation, Mimeo’s Print-On-Demand, printing, copying, duplication, collating, assembly, binding, storage, inventory, kitting, and delivery Services.
- 7. CONFIDENTIAL OR PROPRIETARY INFORMATION:** Mimeo will retain in confidence all Customer Materials, and will make no use of such Customer Materials except to complete the Services in accordance with the terms of this Agreement. However, Mimeo will not have an obligation to maintain the confidentiality of any Customer Material that (a) is now or subsequently becomes generally known or available by publication, commercial use or otherwise through no fault of Mimeo; (b) is known by Mimeo at

the time of disclosure and is not known to be subject to restriction; (c) is independently developed by Mimeo without use of the Customer Material; or (d) is lawfully obtained from a third party who, to the best of Mimeo's knowledge, has the right to make such disclosure. Further, Mimeo may disclose Customer Material as required by governmental or judicial order, provided it gives Customer prompt written notice prior to such disclosure and complies with any protective order (or equivalent) imposed on such disclosure. Mimeo's obligation under this Section 7 will extend to the earlier of such time as the information protected hereby is in the public domain through no fault of Mimeo or one (1) year following the termination or expiration of the Agreement. Customer will be responsible for protecting the confidentiality of its login credentials (i.e, user name and password) and Mimeo will not be responsible for verifying the identity of a Customer who logs onto the Website using Customer's login credentials.

8. REPRESENTATIONS/WARRANTIES/INDEMNITY:

- a. Mimeo warrants that (i) it possesses the full right, power and authority to enter into and fully perform this Agreement and grant the rights granted herein to Customer, (ii) the services will at all times be performed by Mimeo in a professional and workmanlike manner; and (iii) the methods, concepts, technologies and other techniques employed by Mimeo to perform the Services will not infringe upon or violate the copyrights, trademarks, or other rights of any third parties.
 - b. Customer represents and warrants to Mimeo that (i) it possesses the full right, power and authority to enter into and fully perform this Agreement and grant the rights granted herein to Mimeo (ii) its use of the Mimeo Website and the Services provided does not violate any law or regulation, and (iii) the materials provided to Mimeo by Customer in connection with the Services provided hereunder will not infringe or violate the copyrights, trademarks, or other rights of any third parties, and that Customer has the authority to reproduce and distribute (and to authorize others to reproduce and distribute) such materials, including but not limited to the Documents.
 - c. Each party (the "**Indemnifying Party**") hereby indemnifies and agrees to defend and hold harmless the other party (the "**Indemnified Party**") and the Indemnified Party's successors, affiliates, directors, officers, shareholders and employees from and against any and all claims, demands, and actions, and any liabilities, damages, or expenses resulting therefrom, including court costs and reasonable, outside attorneys' fees, arising out of or relating to a breach of the Indemnifying Party's representations and warranties set forth in this Agreement. The Indemnified Party agrees to give the Indemnifying Party prompt notice of any such claim, demand, or action and will, to the extent the Indemnified Party is not adversely affected, cooperate fully with the Indemnifying Party in defense and settlement of said claim, demand, or action.
 - d. TO THE EXTENT PERMITTED BY APPLICABLE LAW, AND EXCEPT FOR COSTS INCURRED AND AMOUNTS IN CONNECTION WITH A PARTY'S FULFILLING ITS OBLIGATIONS UNDER SECTION 8 (INDEMNIFICATION), NEITHER PARTY WILL BE LIABLE TO THE OTHER IN CONNECTION WITH THIS AGREEMENT FOR ANY INDIRECT, INCIDENTAL, CONSEQUENTIAL, EXEMPLARY, SPECIAL, OR PUNITIVE DAMAGES, INCLUDING WITHOUT LIMITATION ANY LOSS OF PROFIT, REVENUE, INCOME, OR DATA, HOWEVER ARISING AND WHETHER IN AN ACTION IN CONTRACT OR TORT (INCLUDING STRICT LIABILITY AND NEGLIGENCE), EVEN IF SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES AND NOTWITHSTANDING THE FAILURE OF ESSENTIAL PURPOSE OF ANY LIMITED REMEDY. EXCEPT FOR ITS INDEMNIFICATION OBLIGATIONS UNDER SECTION 8, MIMEO'S TOTAL CUMULATIVE LIABILITY UNDER THIS AGREEMENT WILL NOT EXCEED THE AMOUNTS ACTUALLY PAID TO MIMEO HEREUNDER DURING THE ONE-YEAR PERIOD IMMEDIATELY PRECEDING THAT DATE CAUSE OF ACTION AROSE.
9. **INSURANCE PROVIDED BY MIMEO:** Mimeo has procured and will maintain an appropriate level of insurance coverage with an insurance carrier for the following areas: Employer's Liability, General Liability, Automobile Liability, Professional Liability and a General Commercial Umbrella policy. Customer is responsible for liability coverage on any goods received and/or warehoused on Mimeo's premises.
 10. **FORCE MAJEURE:** Neither party will be liable for damages for delay in delivery arising out of causes beyond its reasonable control and without its fault or negligence, including, but not limited to, acts of God or of the public enemy, acts of any Government authority, fires, floods, epidemics, quarantine restrictions, labor disputes, embargoes, or unusually severe weather.
 11. **PUBLICITY:** Customer hereby grants to Mimeo the limited right to list Customer's name and approved logo in Mimeo's marketing materials.
 12. **INDEPENDENT CONTRACTOR:** Mimeo will perform the services as an independent contractor and nothing in this Agreement will be deemed to create an employer-employee, agency, partnership, or joint venture relationship between the parties. Mimeo

agrees to obtain all necessary licenses and to be responsible for and timely pay all of its taxes, other required withholdings, insurance and benefits. Mimeo will supply Customer with satisfactory proof of its independent contractor status upon request.

13. NOTICES AND DEMANDS: With the exceptions of bills, invoices, shipping papers, product or service notifications and reports, all communications provided by one party to the other will be deemed to have been provided when made in writing and delivered in person, by facsimile, express overnight certified (such as FedEx, UPS, etc.), or deposited US postal service and as follows:

To Mimeo:
Mimeo.com, Inc.
Attn: Pamela Skelton, Legal
3350 Miac Cove
Memphis, TN 38118
with a copy to: legal@mimeo.com

To Customer:
Elite Academic Academy
Attn: Laura Spencer
43414 Business Park Drive
Temecula, CA 92590

14. SEVERABILITY: The invalidity in whole or in part of any provision hereof shall not affect the validity of any other provision.

15. DOMAIN: The terms of this Agreement will be governed by the laws of the United States and the State of Tennessee, without regard to conflict of laws principles.

16. ENTIRE AGREEMENT AND AMENDMENTS: This Agreement together with the Exhibits attached hereto and the Terms and Conditions (found at www.mimeo.com/terms-and-conditions/) constitutes the entire understanding and agreement between the parties with respect to the subject matter hereof and supersedes all prior discussions, negotiations, representations, and agreements with respect thereto. No amendment or change of any kind shall be binding unless in writing and signed by an authorized representative of both parties. This offer of all pricing relating to this Agreement expires if not signed by February 5, 2024. The parties have caused this Agreement to be executed by their duly authorized representatives as of the Effective Date.

Customer:

Elite Academic Academy

Signature: _____

Name: _____

Title: _____

Date: _____

Mimeo:

Mimeo.com, Inc.

Signature:  _____
18FE74FCT11274TC...

Name: Thomas Moriarty

Title: SVP, Strategic Accounts

Date: 3/14/2024

Email Address to be Billed: _____

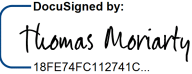
Certificate Of Completion

Envelope Id: DD8CA4A097FC43E2851F9A7020A28779	Status: Completed
Subject: Complete with DocuSign: Revised. EliteAcademic.Mimeo. Customer Services Agreement - 2024 (2) co...	
Source Envelope:	
Document Pages: 3	Signatures: 1
Certificate Pages: 2	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Pamela Skelton
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	3350 Miac Cove
	Memphis, TN 38118
	pskelton@mimeo.com
	IP Address: 208.86.228.5

Record Tracking

Status: Original	Holder: Pamela Skelton	Location: DocuSign
3/14/2024 1:49:55 PM	pskelton@mimeo.com	

Signer Events

Thomas Moriarty tmoriarty@mimeo.com SVP, Strategic Accounts Mimeo Security Level: Email, Account Authentication (None)	<p>Signature</p> <p>DocuSigned by:  <small>18FE74FC112741C...</small></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 100.35.138.215</p>	<p>Timestamp</p> <p>Sent: 3/14/2024 1:52:20 PM Viewed: 3/14/2024 1:56:15 PM Signed: 3/14/2024 1:56:21 PM</p>
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Electronic Record and Signature Disclosure:
Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
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Editor Delivery Events	Status	Timestamp
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Agent Delivery Events	Status	Timestamp
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Intermediary Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
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Tracey Levy tlevy@mimeo.com Customer Success Manager Security Level: Email, Account Authentication (None)	COPIED	Sent: 3/14/2024 1:56:22 PM
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Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Mike Barker mike@mimeo.com VP of IT Security Level: Email, Account Authentication (None)	COPIED	Sent: 3/14/2024 1:56:23 PM
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Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	3/14/2024 1:52:20 PM
Certified Delivered	Security Checked	3/14/2024 1:56:15 PM
Signing Complete	Security Checked	3/14/2024 1:56:21 PM
Completed	Security Checked	3/14/2024 1:56:23 PM

Payment Events	Status	Timestamps
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RENEWAL QUOTE

IXL Learning
777 Mariners Island Blvd., Suite 600
San Mateo, CA 94404

QUOTE # 4857156-2024-001-4
DATE: MARCH 7, 2024

TO:
Chelsie Wright
Elite Academic Academy
230 Jamacha Rd
El Cajon, CA 92019

COMMENTS OR SPECIAL INSTRUCTIONS

The pilot will be extended until 7/1/2024 for no additional charge with a signed contract returned by 4/15/2024. Invoicing will be delayed until 7/1/2024. The cost per student per year is \$22.50. The Power PD package includes 3 virtual sessions to be used within 365 days of purchase.

SALESPERSON	ACCOUNT #	RENEWAL PERIOD	QUOTE VALID UNTIL
Jennifer Simms	A23-4857156	July 1, 2024 – July 2, 2027	April 15, 2024

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	IXL site license (Grades PK-12: 1,750 students) Subjects: Math, ELA, Science, and Social studies <i>K-8 math licenses include complimentary access to IXL's universal screener</i>	\$118,125.00	\$118,125.00
1	Professional Development: IXL Power-up PD Package <i>Unlimited instructor accounts included</i> <i>Auto-rostering services included</i> <i>Google single sign-on services included</i>	\$1,595.00	\$1,595.00

Cost Split Between
Schools:
EAA-LU \$59,860
EAA-ME \$ 59,860

SUBTOTAL	\$119,720.00
SALES TAX	--
SHIPPING & HANDLING	--
TOTAL DUE	\$119,720.00

Ordering instructions

We accept payment by purchase order, check, or credit card. To submit a purchase order for this quote, [click here](#) or go to <http://www.ixl.com/po-upload> and enter quote # 4857156-2024-001-4. For international accounts, we can accept wire transfers for an additional fee.

**SALES CONTRACT**

CONTRACT #185408

March 8, 2024

IXL Learning
777 Mariners Island Blvd., Suite 600
San Mateo, CA 94404

CUSTOMER

Chelsie Wright
Elite Academic Academy
230 Jamacha Rd
El Cajon, CA 92019

RENEWAL INFO

Salesperson	Account #	Quote #	Renewal period
Jennifer Simms	A23-4857156	4857156-2024-001-4	Jul 1, 2024 – Jul 2, 2027

PAYMENT PLAN

	Amount	Invoice date
First installment with Professional Learning Services	\$59,063 (50%) + \$1,595 = \$60,658	July 1, 2024
Subscription year 2	\$29,531 (25%)	July 1, 2025
Subscription year 3	\$29,531 (25%)	July 1, 2026
TOTAL	\$119,720	

Price valid until April 15, 2024

COMMENTS OR SPECIAL INSTRUCTIONS

The pilot will be extended until 7/1/2024 for no additional charge with a signed contract returned by 4/15/2024. Invoicing will be delayed until 7/1/2024. The cost per student per year is \$22.50. The Power PD package includes 3 virtual sessions to be used within 365 days of purchase.

ACCEPTANCE OF SALES CONTRACT

This is a binding agreement of payment between IXL Learning and the Purchaser. Your signature indicates that you have received, reviewed, and accepted the attached Terms and Conditions of Sale and that you agree to pay the full license price listed above within 60 days of the invoice date. Without a signature, your order may not be processed.

Acknowledged and agreed to:

AUTHORIZED SIGNATURE**DATE**



TERMS AND CONDITIONS OF SALE

THIS IS A LEGAL DOCUMENT ("SALES CONTRACT") BETWEEN THE PURCHASER SHOWN ABOVE ("YOU") AND IXL LEARNING ("SELLER"). PLEASE READ THIS AGREEMENT CAREFULLY. YOU AGREE TO BE BOUND BY ALL OF THE TERMS AND CONDITIONS OF THE AGREEMENT, AS WELL AS BY THE WEBSITE TERMS OF SERVICE, WHICH ARE INCORPORATED BY REFERENCE. NO VARIATION OF THESE TERMS AND CONDITIONS ARE BINDING ON SELLER UNLESS AGREED TO IN WRITING SIGNED BY AN AUTHORIZED REPRESENTATIVE OF IXL LEARNING.

1. **PRICING:** The quoted purchase price of the license is valid through the "Price valid until" date on page 1. This price is not binding on IXL unless you have accepted it by sending us an executed Sales Contract by that date.
2. **PAYMENT:** If IXL decides to accept your Sales Contract, we will issue you an invoice. Complete payment of the amount of the stated purchase price is due within sixty (60) days of the invoice date. If payment is not received by the Seller within 60 days, the invoice is considered past due. IXL licenses with past due payments will be put on hold and are subject to termination. Termination does not relieve the Purchaser of the obligation to pay fees due to the Seller.

The full invoice amount must be paid either by check or by credit card. We accept Visa, MasterCard, American Express, and Discover.

All checks should be mailed to:

IXL Learning
777 Mariners Island Blvd., Suite 600
San Mateo, CA 94404

Credit card payments may be made by phone at (855) 255-8800.

Any late payment will incur interest at the rate of the lesser of 1% a month or the maximum permissible by law.

3. **CANCELLATION AND REFUND:** No cancellation will be accepted, and no refund issued, if it is more than thirty (30) days beyond the date of purchase for the license referenced in this Sales Contract. For cancellations and refunds of the license tendered under this Sales Contract to be accepted, the Seller must receive written notification of the cancellation within 30 days of purchase. Cancellations requested outside of the 30-day period will not be refunded, and the Purchaser will be responsible for completing the purchase as stated in the Sales Contract.
4. **LICENSES:** IXL grants you the right to provide access, through unique log-in IDs, to no more individuals than the quantity indicated on the first page. The terms and conditions of use for each of these individuals are governed by our website's Terms of Service. You agree to be responsible for their accounts, to monitor their use of their accounts, and to indemnify, defend, and hold us harmless for any claims arising out of or related to their use of IXL Learning's website and services. To the extent that these individuals are minors, you consent to our collection of their personal information as described in our Privacy Policy.

Classroom and Site licenses will be activated immediately upon receipt of your payment unless another date is specified or agreed to by IXL. Activation confirmation will be sent to the e-mail address provided by the school or individual completing the purchase.

If an individual who has an IXL account through a Classroom or Site license purchased by you is no longer affiliated with you, you may request that we deactivate the individual's account, or no longer associate it with your license, so that that license can be reassigned to another individual associated with your institution.

If you are a teacher, you represent and warrant that you have permission and authorization from your school and/or district to use the Services as part of your curriculum, and for purposes of Children's Online Privacy Protection Act ("COPPA") compliance, you represent and warrant that you are entering into these Terms on behalf of your school and/or district.

5. **PRIVACY:** If you are a school, district, or teacher, you acknowledge and agree that you are responsible for complying with COPPA, meaning that you must obtain advance written consent from all parents or guardians whose children under 13 will be accessing the website and services and you represent and warrant that you have obtained that consent. When obtaining consent, you must provide parents and guardians with our Privacy Policy. You are to keep all consents on file and provide them to us if we request them.

6. **DISCLAIMER OF WARRANTIES. YOU EXPRESSLY UNDERSTAND AND AGREE THAT:**

- a. YOUR USE OF THE SERVICE IS AT YOUR SOLE RISK. THE SERVICE IS PROVIDED "AS IS," "AS AVAILABLE," AND WITH ALL FAULTS. IXL EXPRESSLY DISCLAIMS ALL WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND NONINFRINGEMENT.
- b. IXL MAKES NO WARRANTY THAT (i) THE SERVICE WILL MEET YOUR REQUIREMENTS, (ii) THE SERVICE WILL BE UNINTERRUPTED, TIMELY, SECURE, OR ERROR-FREE, (iii) THE RESULTS THAT MAY BE OBTAINED FROM THE USE OF THE SERVICE WILL BE ACCURATE OR RELIABLE, (iv) THE QUALITY OF ANY PRODUCTS, SERVICES, INFORMATION, OR OTHER MATERIAL PURCHASED OR OBTAINED BY YOU THROUGH THE SERVICE WILL MEET YOUR EXPECTATIONS, AND (V) ANY ERRORS IN THE SERVICE WILL BE CORRECTED.
- c. ANY MATERIAL DOWNLOADED OR OTHERWISE OBTAINED THROUGH THE USE OF THE SERVICE IS DONE AT YOUR OWN DISCRETION AND RISK AND THAT YOU WILL BE SOLELY RESPONSIBLE FOR ANY DAMAGE TO YOUR COMPUTER SYSTEM OR LOSS OF DATA THAT RESULTS FROM THE DOWNLOAD OF ANY SUCH MATERIAL.
- d. NO ADVICE OR INFORMATION, WHETHER ORAL OR WRITTEN, OBTAINED BY YOU FROM IXL OR THROUGH OR FROM THE SERVICE SHALL CREATE ANY WARRANTY NOT EXPRESSLY STATED IN THE TOS.

Some states do not allow certain limitations on warranties, so certain of the above limitations may not apply to you.

- 7. **LIMITATION OF LIABILITY:** YOU EXPRESSLY UNDERSTAND AND AGREE THAT IXL SHALL NOT BE LIABLE FOR ANY DIRECT, INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL, OR EXEMPLARY DAMAGES, INCLUDING BUT NOT LIMITED TO, DAMAGES FOR LOSS OF PROFITS, GOODWILL, USE, DATA, OR OTHER INTANGIBLE LOSSES RESULTING FROM THE USE OR INABILITY TO USE THIS SERVICE. IN ALL INSTANCES, DAMAGES SHALL BE CAPPED AT ONE MONTH'S FEES.
- 8. **SEVERABILITY:** If any provision of this agreement is deemed invalid, illegal, or unenforceable, then that provision shall be deemed severable from these terms and shall not affect the validity and enforceability of any remaining provisions of this Sales Contract, which shall remain in full force and effect.
- 9. **ARBITRATION:** You agree that any dispute or claim you may have against IXL arising out of or related to this Sales Contract or the use of Services must be submitted to arbitration, before a single arbitrator appointed by JAMS/Endispute and conducted according to their rules in San Francisco, CA, USA, and that the determination of any such arbitrator shall be binding. The courts located in San Francisco, CA, USA, have exclusive jurisdiction over any judicial proceedings related to this agreement, and you waive any claim that such a court is an improper venue, inconvenient, or lacks jurisdiction over you.
- 10. **GOVERNING LAW:** The Sales Contract and the relationship between you and IXL are governed by the laws of the State of California without regard to conflict of law provisions.
- 11. **ENTIRE AGREEMENT:** This Sales Contract, which incorporates the Terms of Service by reference, is the final expression of the agreement between Purchaser and Seller and supersedes all prior representations, understandings, and agreements between the Purchaser and Seller relating to its subject matter. This Sales Contract cannot be modified, amended, or changed except in writing and signed by IXL.

Please contact IXL Learning with any questions regarding this sales contract:
Toll-free (855) 255-8800 | Direct (650) 372-4300 | E-mail orders@ixl.com
Completed sales contracts should be emailed to your sales consultant.



Proposal for Partnership

Quote Number Q-46104 **Created Date** 03/28/2024
Account Name Elite Academic Academy-
Mountain Empire (CA) **Expiration Date** 04/27/2024
Primary Contact Laura Spencer **Prepared By** Emily Beeson
Email emily.beeson@openup.org

Bill To Laura Spencer **Ship To** Laura Spencer
43414 Business Park Dr 43414 Business Park Dr
Temecula, CA 92590-5526 Temecula, CA 92590-5526

Introduction

Open Up Resources is pleased to submit this proposal for partnership. We are poised to deliver a best-in-class solution that suits your approach to teaching and learning.

The following quote outlines pricing for the requested materials and services; please contact us should your needs change. We will confirm this order upon receipt of your purchase order(s).

Thank you!

Product	Product Code	Description	Unit Price	Qty.	Total Price
CC EXP PREMIUM OUR HS MATH 1ED INT	CCEXPPREMOUR HSMTH1EDINT		\$25,000.00	1	\$25,000.00

Cost split between schools"
EAA_LU \$12,500
EAA-ME \$12,500

Subtotal: \$25,000.00

Standard Shipping Subtotal: FREE*

Total: \$25,000.00

Terms & Conditions

Pricing Information:

- All prices are in US dollars and valid for 30 days from the date of this proposal. After this time period, prices, products, and services are subject to change without notice.
- Note: This is a cost proposal, not a formal contract.

Shipping and Handling Charges:

- **All orders for Alaska and Hawaii will be charged shipping based on weight and distance.**
- Standard orders will be shipped via ground carrier, standard delivery.

- Books are packed in cartons labeled with Grade and Unit Number. Pallets will be organized by the receiving school or district to aid in distribution to the appropriate locations. To minimize the number of pallets shipped per school, materials for more than one grade level may appear on a single pallet.
- *Additional charges may apply for expedited shipments or exceptionally large orders; please contact your field specialist if you have special shipping or delivery requirements. Requests for shipping or product order changes after submission of your order will be accommodated whenever possible, though fees for re-direction may apply.

Ordering Information:

Please submit your official purchase order, with authorized signature(s), electronically to your field specialist. Include:

- Your complete billing address.
- A primary contact name, email address, phone number, title, school, district, street address, city, state, and zip code.
- A copy of this proposal.
- Any additional special requirements for delivery.

Payment Information:

- We kindly request payment within 30 days. Open Up Resources is a 501C3 not-for-profit organization.
- A 3% service charge will be applied for credit card payments.
- After 90 days, a fee of 1.5% per month will be charged on unpaid balances

Shortages and Damaged Materials

Please inventory your materials upon receipt. Open Up Resources will replace damaged, missing, or incorrect materials from an order at no cost to the customer if notified within 30 days of the shipment arrival date.

Return requests for any other reason must be made within 30 days of the shipment arrival date and will be considered by Open Up Resources on a case-by-case basis.

The following materials are not refundable:

- Custom trade book bundles and their bins
- Lab Materials Kits

Warranty:

- Open Up warrants to the District that for one year from the date of purchase (the 'Warranty Period'), all printed textbooks provided by Open Up pursuant to this RFP ('Textbooks') will be free from material manufacturing defects in material and workmanship that render such Textbooks unusable. To the extent that a material manufacturing defect that makes any Textbook unusable is discovered during the Warranty Period, Open Up will provide the District with a functionally equivalent replacement Textbook at no additional cost to the District. EXCEPT FOR THE WARRANTY SET FORTH ABOVE, OPEN UP MAKES NO WARRANTY WHATSOEVER WITH RESPECT TO THE TEXTBOOKS, INCLUDING ANY (A) WARRANTY OF MERCHANTABILITY OR (B) WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE, WHETHER EXPRESS OR IMPLIED BY LAW, COURSE OF DEALING, COURSE OF PERFORMANCE, USAGE OF TRADE OR OTHERWISE. THIS WARRANTY DOES NOT APPLY TO LAB MATERIALS KITS.

- The District must make best efforts to inspect books for material defects within 60 days of receipt to ensure timely replacement.
- Issues requiring warranty support may be directed to support@openup.org.



2024-2025

Dear Prospective Educational Materials Partner:

Elite Academic Academy Charter School (henceforth referred to as “Elite”), a California nonprofit corporation is a high-quality independent study charter school. We have received a request to order your materials. If you are interested in providing materials for our students, please carefully review the entire Educational Materials Partner Agreement Packet and mail or email the completed application to:

Elite Academic Academy
43414 Business Park Drive
Temecula, CA 92590
(866) 354-8302 Ext. 3602
communityrelations@eliteacademic.com

Required Documents:

1. Educational Materials Partner Information Sheet
2. Process and Procedures Overview Page
3. W-9 Form

Upon receipt of a signed and completed Educational Materials Partner Agreement Packet, **Elite** will evaluate and send notification with a decision of the application within 10 business days. Approved Community Partners will be identified on Elite’s website. **Elite reserves the right to remove any Community Partner from their website at any time, including for violation of the terms of this Educational Materials Partner Agreement Packet.**

Elite uses a purchase order (PO) system for all partners. All POs must be approved by a Director or designee before invoices can be paid. Invoices should only be generated after materials or items have been shipped, and actual receipt must be verified by Accounts Payables. Partners who immediately generate invoices prior to shipment will be at risk of being suspended from the approved partner list, and/or payment will be delayed until the next AP cycle. Elite will not process payments merely upon the issuance of a PO.

Thank you for your interest in providing materials for our students. We look forward to working with you.

Community Relations Department

Go Green! We’re trying to cut down on paper.

Electronic documents are preferred as they ensure that information is clear and legible.





Please enter your Tax ID # here:

(for CR office use only)
OPS #:

Educational Materials Partner Information Sheet

Educational Materials Partner/Company Name:	Purchase Order Email (PO will be sent to this email address):
Type of Material(s) Offered (please be specific):	Primary Phone Number:
Primary/Alternate Contact Person(s):	Alternate Phone Number:
Website Address (if applicable):	Fax Number:
Mailing Address (Number & Street), City, State, Zip:	
Community Partner's Contact Billing Information <i>(The section below must be completed)</i>	
Billing Contact:	
Checks Made Payable To (name on W-9):	Billing Phone Number:
Billing Address:	Billing Email:

PLEASE COMPLETE, SIGN, & RETURN a copy of the following:

1. Educational Materials Partner Information Sheet
2. Process and Procedures Overview Page
3. W-9 form

If any required information or supporting documentation is missing or filled out incorrectly, CR will attempt to assist in clarifying which items are still outstanding. Prospective partners will have 30 calendar days from the date the initial application was received by Elite to complete the evaluation process. If the partner application process is not completed within this aforementioned time period, the application will no longer be considered active, and the file will be closed accordingly. If there is any change in the partner's contact information, Elite must be informed in writing within 30 calendar days via email/fax or regular mail.

This Agreement is by and between two Independent Contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association.

By signing below, you understand and agree to the above conditions for becoming an approved Community Partner for Elite Academic Academy.

Signature

Date



Process and Procedures for Educational Materials Partners

1. The parent or legal guardian should contact their Elite Educator who will place a PO for materials.
2. Each PO will be processed by AP and emailed to the Community Partner.
3. Educational Materials Partner will provide only those materials which are identified on the PO. **POs may not be altered by the Community Partner once issued. Please verify that the items are correctly identified, and the pricing is accurate. If there is any kind of error or discrepancy, Community Partners are responsible for contacting AP via email at acctspayable@eliteacademic.com to try and address the issue in a timely manner.**
4. Once materials have been delivered, the Educational Materials Partner should submit a detailed invoice to the AP department at acctspayable@eliteacademic.com, which must be sent via email or regular mail.
5. **AP processes checks on a Net +30 basis, upon receipt of materials.**
6. Elite reserves the right to **modify the above payment options terms** in the event the state of California defers scheduled payments to public schools.

ELITE WILL NOT:

1. **Provide payment until after materials have been received.**
2. **Issue payment of an invoice if not properly submitted – e.g. missing a matching PO number.**
3. **Authorize or pay for items that are sectarian or denominational as this is not allowed for a public school.**

By signing below, the Educational Materials Partner acknowledges and accepts the aforementioned policies and procedures.

Print Name

Title

Signature

Date

Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)		
	2 Business name/disregarded entity name, if different from above.		
	3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes.		4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ <i>(Applies to accounts maintained outside the United States.)</i>
	<input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) _____ Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) _____		
	3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions _____ <input type="checkbox"/>		
	5 Address (number, street, and apt. or suite no.). See instructions.		Requester's name and address (optional)
	6 City, state, and ZIP code		
7 List account number(s) here (optional)			

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number									
				-			-		
or									
Employer identification number									
				-					

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person	Date

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they



2024-2025

Dear Prospective Instructional Services Partner:

Elite Academic Academy Charter School (henceforth referred to as “Elite”), a California nonprofit corporation is a high-quality independent study charter school. We have received a request to use your services. Please know, **services provided by Community Partners associated with Elite are intended to supplement the educational services provided by our Credentialed Elite Educators to its students, not replace those services.** Elite remains committed to ensuring that all of its students benefit from equal educational opportunities and that **core educational curricula be provided exclusively by Elite** to its students.

If you are interested in serving our students, please carefully review the entire Instructional Services Partner Agreement Packet and mail or email the completed application to:

**Elite Academic Academy
43414 Business Park Drive
Temecula, CA 92590
(866) 354-8302 Ext. 3602**

communityrelations@eliteacademic.com

Required Documents:

1. Instructional Services Partner Information Sheet
2. Purchase Order Contract Terms
3. Process and Procedures Overview Page
4. Employer Fingerprinting Clearance Form
5. *Live Scan** Fingerprint Form (DOJ)- **ANY AND ALL EMPLOYEES OF THE COMMUNITY PARTNER WHO MAY HAVE CONTACT WITH ELITE STUDENTS**
6. W-9 Form
7. Community Partner Rate Sheet
8. Virtual and In-Person Enrichment Services Plans
9. Community Partner Marketing Information
10. Proof of valid liability insurance (the declaration page or an insurance card will be sufficient). [*Note: Elite Academic MUST be added as a Certificated Holder.*],
11. Proof of valid business license or other certifications.
12. Policy and Procedures related to pupil and site safety, including in virtual settings, emergency response, and accident reporting that are reasonable for the instruction or activity; Site Safety Plan
13. Resume (including references) to establish qualifications – e.g. relevant experience, expertise, degrees, etc.

Upon receipt of signed Purchase Order Contract Terms, and a complete Instructional Services Partner Agreement Packet, **Elite** will evaluate and send notification with a decision of the application within 10 business days. Approved Community Partners will be identified on Elite’s website. **Elite reserves the right to remove any Community Partner from the website at any time, including for violation of the terms of this Instructional Services Partner Agreement Packet.**



Unless an Instructional Services Partner receives a signed Purchase Order (PO) by Elite, services performed will not be considered authorized by Elite, which means that any services rendered prior to issuance of a signed PO will not be paid.

COVID-19: In an effort to abide by all local, state and federal regulations and the health and safety of Elite, Elite will comply with all federal/state/county/city requirements and guidelines (including those issued by CDPH, Cal-OSHA, and the CDC), their industry’s guidelines, and the industry guidelines for schools and school based programs. Elite will be honoring PO’s for virtual, indoor and outdoor services by our Community Partners that abide by all safety measures set forth by federal law, the California Department of Health, county regulations, and the industries mentioned above.

Community Partners must send invoices to the Accounts Payable (AP) department email at acctspayable@eliteacademic.com for actual services rendered. If you would like to submit invoices through our **Online Purchasing System (OPS)**, you will receive separate instructions after you have been approved. All terms and conditions apply regardless of the invoice submission method. All invoices are subject to verification by AP personnel. We do not process payments merely upon the issuance of a PO.

*All Community Partners should send detailed invoices to AP the **following month** for services rendered during the **previous month** - e.g. art lessons provided during September should be invoiced in October. AP processes invoices from Community Partners in two ways: (1) **Community Partners that utilize our ACH payment option are paid on “net 30” terms; and (2) Community Partners requesting manual checks will be paid on “net 45” terms.***

Community Relations Department

Go Green! We’re trying to cut down on paper.

Electronic documents are preferred as they ensure that information is clear and legible.





Please enter your Tax ID # here:

(for CR office use only)

OPS #:

Instructional Services Partner Information Sheet

Community Partner/Company Name:	Primary/Alternate Contact Person(s):
Complete Primary Address (Number & Street), City, State, Zip:	
Purchase Order Email (PO will be sent to this email address):	Primary Phone Number:
ACH Payment Option (provide email):	Alternate Phone Number:
Website Address (if applicable):	
Type of Service(s) Offered (please be specific):	
COMMUNITY PARTNER'S CONTACT BILLING INFORMATION <i>(The section below <u>must</u> be completed)</i>	
Billing Contact:	
Checks Made Payable To (name on W-9):	Billing Phone Number:
Billing Address:	Billing Email:

PLEASE COMPLETE, SIGN, & RETURN a copy of the following:

1. Instructional Services Partner Information Sheet
2. Purchase Order Contract Terms
3. Process and Procedures Overview Page
4. Employer Fingerprinting Clearance Form
5. Live Scan* Fingerprint Form (DOJ)- **ANY AND ALL EMPLOYEES OF THE COMMUNITY PARTNER WHO MAY HAVE CONTACT WITH ELITE STUDENTS**
6. W-9 Form
7. Community Partner Rate Sheet
8. Virtual and In-Person Enrichment Services Plans
9. Community Partner Marketing Information
10. Proof of liability insurance (the declaration page or an insurance card will be sufficient) [*Note: Elite Academic MUST be added as a Certified Holder.*]
11. Proof of valid business license or other certification.
12. Policy and Procedures related to pupil and site safety, including in virtual settings, emergency response, and accident reporting that are reasonable for the instruction or activity ; Site Safety Plan
13. Resume (including references) to establish qualifications – e.g. relevant experience, expertise, degrees, etc.

If any required information or supporting documentation is missing or filled out incorrectly, CR will attempt to assist in clarifying which items are still outstanding. Prospective partners will have 30 calendar days from the date the initial application was received by Elite to complete the evaluation process. If the partner application process is not completed within this aforementioned time period, the application will no longer be considered active, and the file will be closed accordingly. If there is any change in the partner's contact information, Elite must be informed in writing within 30 calendar days via email/fax or regular mail.

By signing below, you understand and agree to the above conditions for becoming an approved Community Partner for Elite Academic Academy.

Signature

Date



Purchase Order Contract Terms

The Community Partner providing instructional services will be referred to as CP, Accounts Payable will be referred to as AP, and Community Relations will be referred to as CR.

In consideration set forth below, CP agrees that CP is qualified, has the requisite expertise, and can provide services to Elite students pursuant to the terms set forth in this Agreement.

1. The CP will **NOT** begin services without a signed PO issued from AP.
2. The CP's services are **supplemental to** the CORE educational services provided by our Credentialed Elite Educators to our students and does **not replace those services.**
3. The CP's services provided **DO NOT** serve as a private school (students are not allowed to attend any facility 4-5 days a week or receive any of their CORE Education from the CP).
4. The CP's fees agreed to in this Purchase Order will remain in effect during the 2024-2025 year, and the CP will not increase their fees during the 2024-2025 school year.
5. **Elite** will only pay the price and for the number of classes listed on the PO. All CPs are responsible to reconcile POs with their invoices.
6. The CP is not authorized to provide any services that are not listed or are inconsistent with the applicable PO, and CP acknowledges that **Elite** will not pay for any services that are not explicitly identified in the PO.
7. The CP will not provide services and Elite will not pay for services that are sectarian or denominational because **Elite** is a public charter school using taxpayer money.
8. AP will only make payment for CP's services after services have actually been performed.
9. **The CP will not be reimbursed for any services provided to their families.**
10. If the CP is already otherwise employed by Elite, it is not allowed to provide CP services to students without authorization by the CEO.
11. All CPs shall submit a DOJ Live Scan for **Elite**, (forwarding a copy of a DOJ Live Scan for another entity cannot be accepted). The Community Relations department has included this form in each packet.

Initial here



12. If the CP has employees/contractors who will have contact with students, the CP shall conduct a criminal background check of all such persons, using DOJ LiveScan, and certify via the Employer Fingerprinting Clearance Form that all have been cleared and that none have been convicted (or has a criminal action pending) of a violent or serious felony as set forth therein. In compliance with SB593's trailer bill, requiring criminal background checks for contracted staff. CPs re financially responsible for their employees' DOJ Live Scan fees.
13. The CP is responsible for having all new employees/contractors (hired subsequent to being approved as a CP) cleared using DOJ Live Scan prior to having any direct contact with students. The CP shall provide Elite with an updated certification pursuant to Employer Fingerprinting Clearance Form for each new employee/contractor. The CP shall continually monitor the status of all its employees/contractors to ensure that any certification provided to Elite pursuant to Employer Fingerprinting Clearance Form remains valid and accurate.
14. The CP shall notify the Community Relations Department (CR) via email at communityrelations@eliteacademic.com immediately of any adverse DOJ report, as well as any change of status of CP or its employees/contractors, which would render any previously submitted DOJ clearance or certification pursuant to the Employer Fingerprinting Clearance Form invalid or inaccurate.
15. The CP certifies that if an ORI has been or will be submitted, then a list of employees/contractors working with students must be submitted prior to having any direct contact with students.
16. The CP certifies that if an ORI is not submitted, then ANY and ALL employees/contractors working with students must be fingerprinted through Elite prior to having any direct contact with students.
17. The CP shall only service students from the first day of school (08/28/24) through the last day of school (06/10/25).
18. The CP agrees that its invoices must be submitted **the following month** after services have been rendered **in the prior month** to the AP department at acctspayable@eliteacademic.com.
19. **All CP invoices must reference the appropriate PO number. AP will attempt to alert CPs of discrepancies, but the CP is responsible for submitting invoices with accurate information and acknowledges that such errors may result in processing delays where payment may not be sent until the following month.**
20. All CP final invoices must be sent **by June 20th, 2025.**
21. AP processes invoices from CPs in two ways: **(1) Community Partners that utilize our ACH payment option are paid on “net 30” terms; and (2) Community Partners requesting manual checks will be paid on “net 45” terms.**

Initial here



22. Elite reserves the right to **modify the above payment options terms** in the event the state of California defers scheduled payments to public schools.
23. This Purchase Order Contract is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association. This contract, as well as the independent contractor relationship, can be terminated by either the CP or Elite at any time for any reason.
24. The CP shall have its own liability insurance and furnish a copy of a declaration page or proof of insurance card showing that coverage is in force (*with Elite Academic Academy named as a Certificated Holder*) while they are providing services to students. If coverage expires during the school year, it is the CP's responsibility to (a) renew coverage immediately and (b) send a copy of their updated declaration page or new proof of insurance card to CR to prove they have active coverage. CPs who do not update their insurance information will be in breach of this agreement, which would result in immediate termination. We do not accept CPs who do not have their own liability insurance and instead rely on students to purchase their own insurance coverage from a 3rd party.
25. Indemnity--All work, services, and obligations performed by or required of CP under this Purchase Order Contract shall be at the risk of CP exclusively, and CP shall indemnify, defend, and hold harmless Elite, its officers, officials, employees, and volunteers from and against all of the following: Any and all liability, claims, damage, costs, expenses, awards, fines, judgments, and attorney fees (including, without limitation, costs, attorney fees, expert witness fees, and other expenses of litigation) of every nature arising out of or in connection with CP's work, service, and obligations hereunder, excluding those claims, liabilities, damages or judgments arising from the sole active negligence or willful misconduct of Elite. The indemnity requirements provided herein shall survive the termination or expiration of the contract.
26. The application process for becoming a CP will be reviewed and submitted yearly for approval by the Community Relations Department.
27. Any employees, agents, or principals of Elite that are related to or have business relationships with employees, agents, or principals of a CP shall not have any direct or indirect administrative or operational authority over the other person. This prohibition means not only that a person cannot supervise the other person but also that the other person cannot be in that person's chain of command; for example, a family member or work partner is the Director.

By signing below, you AGREE to the above contract terms and understand that any deviation from these terms will result in the removal of approved Community Partner status.

Print Name

Title

Signature

Date



Process and Procedures for Instructional Services Partners

1. The parent or legal guardian should contact the Community Partner for pertinent information regarding available services, including but not limited to: time, location, and price.
2. The parent or legal guardian should contact their Elite Educator who will place a PO for services.
3. Each signed PO will be processed by AP and emailed to the Community Partner.
4. Instructional Services Partner will provide only those services which are identified on the PO. **POs may not be altered by the Community Partner once issued. Please check the cost for the service and number of services to be provided. If there is any kind of error or discrepancy, Community Partners are responsible for contacting AP via email to try and address the issue in a timely manner.**
5. Once services are completed, the Instructional Services Partner should submit a detailed invoice to the AP department at acctspayable@eliteacademic.com or by utilizing the Elite Online Purchasing System (OPS). Invoices should be sent to AP by the month following the rendition of services.
6. **AP processes invoices from Community Partners in two ways: (1) Community Partners that utilizes our ACH payment option are paid on “net 30” terms: and (2) Community Partners requesting manual checks will be paid on “net 45” terms.**
7. Elite reserves the right to **modify the above payment options terms** in the event the state of California defers scheduled payments to public schools.

ELITE WILL NOT:

1. **Be liable or pay for any services you, as a Community Partner, provided prior to the issuance of a valid PO.**
2. **Provide payment before services have been rendered.**
3. **Issue payment if an invoice is not properly submitted – e.g. missing the matching PO number and/or the date(s) of service, the student, or classes listed on the invoice do not match the PO. AP will attempt to assist the Community Partner in providing the necessary and correct information, but processing delays may cause payment to be delayed until the issue is resolved.**

Elite reserves the right to terminate this agreement for non-compliance – e.g. if a Community Partner repeatedly fails to turn in an invoice with attendance dates or provides services and issues invoices without a pre-approved PO.

If a Community Partner is reported upon by the DOJ or if there is any incident that potentially puts students at risk, we will investigate the matter and may terminate this agreement immediately to protect the safety of and well-being of its students.

By signing below, the Instructional Services Partner acknowledges and accepts the aforementioned policies and procedures.

Print Name

Title

Signature

Date



EMPLOYER FINGERPRINTING CLEARANCE FORM

I hereby certify that I, _____ (Community Partner), have conducted a criminal background check of all employees/contractors who will have contact with students, through the Department of Justice (DOJ), in accordance with Education Code Section 45125.1 and I certify to **Elite**, that no employee/contractor of the COMMUNITY PARTNER working with students of **Elite** has been convicted of a violent or serious felony as defined by Penal Code 667.5(c) and 1192.7(c), or any other applicable statute, nor has a criminal action pending upon charges of commission of a violent or serious felony as defined therein.

List all employees/contractors who will have contact with Elite students. You may attach another sheet, if necessary.

- 1. _____
- 2. _____
- 3. _____
- 4. _____

_____ Check box AND initial if no employees/contractors.

Please select one:

- _____ has completed and returned the Live Scan included in this Community Partner packet.
- _____ has provided Company ORI Number issued by the DOJ
(all documentation must be provided)

Community Partner (if different from below)

ORI Number issued by DOJ

Print Name

Title

Signature

Date



Live Scan* Fingerprinting Information Sheet

NOTE: The cost of Live Scan Fingerprinting is the responsibility of the Community Partner.

Three (3) copies of the DOJ form have been included in the Community Partner packet. You will need to fill out all 3 copies and take them to the fingerprinting service office of your choice and have the Live Scan* operator fill in all 3 when done.

1. The Live Scan Fingerprinting (DOJ) Form is attached. We have filled out all appropriate sections prior to sending the form to the Community Partner.
2. Community Partner is responsible for properly filling out the applicant information section ONLY and scheduling a Live Scan appointment with an approved Live Scan Operator**

**For a list of Live Scan Operators visit: <https://oag.ca.gov/fingerprints/operators>

3. Community Partner is responsible for ensuring that the Live Scan Operator completely fills out the last section on the form.
4. Each Community Partner needs to ensure that the Live Scan operator maintains one copy for their records, **returns one copy of the completed Live Scan form to Elite with the completed Community Partner packet**, and keeps one copy for his/her records.
5. Community Partner is responsible for any and all fees owed to the Live Scan Operator at the time of services.
6. Once the Community Partner's fingerprints are processed by the U.S. Department of Justice (DOJ) and the Federal Bureau of Investigation (FBI), we will review the entire application and make a determination as to whether or not the applicant should be added to the Approved Community Partner List.



REQUEST FOR LIVE SCAN SERVICE

[Print Form](#)

[Reset Form](#)

Applicant Submission

AM762

ORI (Code assigned by DOJ)

Volunteer/Vendor

Authorized Applicant Type

Type of License/Certification/Permit OR Working Title (Maximum 30 characters - if assigned by DOJ, use exact title assigned)

Contributing Agency Information:

Elite Academic Academy

Agency Authorized to Receive Criminal Record Information

43414 Business Park Drive

Street Address or P.O. Box

Temecula

City

CA

State

92590

ZIP Code

23240

Mail Code (five-digit code assigned by DOJ)

Meghan Freeman

Contact Name (mandatory for all school submissions)

(866) 354-8302 ext 702

Contact Telephone Number

Applicant Information:

Last Name

Other Name

(AKA or Alias) Last

Date of Birth

Sex

Male

Female

Height

Weight

Eye Color

Hair Color

Place of Birth (State or Country)

Social Security Number

Home

Address Street Address or P.O. Box

First Name

Middle Initial

Suffix

First

Suffix

Driver's License

Billing

Number

(Agency Billing Number)

Misc.

Number

(Other Identification Number)

City

State

ZIP Code

Your Number:

OCA Number (Agency Identifying Number)

Level of Service:

DOJ

FBI

If re-submission, list original ATI number:
(Must provide proof of rejection)

Original ATI Number

Employer (Additional response for agencies specified by statute):

Employer Name

Street Address or P.O. Box

City

State

ZIP Code

Mail Code (five digit code assigned by DOJ)

Telephone Number (optional)

Live Scan Transaction Completed By:

Name of Operator

Date



REQUEST FOR LIVE SCAN SERVICE

[Print Form](#)

[Reset Form](#)

Transmitting Agency	LSID	Amount Collected/Billed
ORIGINAL - Live Scan Operator	SECOND COPY - Applicant	THIRD COPY (if needed) - Requesting Agency

ATI Number



REQUEST FOR LIVE SCAN SERVICE

[Print Form](#)

[Reset Form](#)

Applicant Submission

AM762

ORI (Code assigned by DOJ)

Volunteer/Vendor

Authorized Applicant Type

Type of License/Certification/Permit OR Working Title (Maximum 30 characters - if assigned by DOJ, use exact title assigned)

Contributing Agency Information:

Elite Academic Academy

Agency Authorized to Receive Criminal Record Information

43414 Business Park Drive

Street Address or P.O. Box

Temecula CA 92590

City State ZIP Code

23240

Mail Code (five-digit code assigned by DOJ)

Meghan Freeman

Contact Name (mandatory for all school submissions)

(866) 354-8302 ext 702

Contact Telephone Number

Applicant Information:

Last Name

Other Name

(AKA or Alias) Last

Date of Birth Sex Male Female

Height Weight Eye Color Hair Color

Place of Birth (State or Country) Social Security Number

Home Address Street Address or P.O. Box

Street Address or P.O. Box

First Name Middle Initial Suffix

First Suffix

Driver's License

Billing Number

(Agency Billing Number)

Misc. Number

(Other Identification Number)

City State ZIP Code

Your Number:

OCA Number (Agency Identifying Number)

Level of Service: DOJ XFBI

If re-submission, list original ATI number:
(Must provide proof of rejection)

Original ATI Number

Employer (Additional response for agencies specified by statute):

Employer Name

Street Address or P.O. Box

City State ZIP Code

Mail Code (five digit code assigned by DOJ)

Telephone Number (optional)

Live Scan Transaction Completed By:

Name of Operator

Date

Transmitting Agency LSID

ATI Number

Amount Collected/Billed



REQUEST FOR LIVE SCAN SERVICE

[Print Form](#)

[Reset Form](#)

ORIGINAL - Live Scan Operator

SECOND COPY - Applicant

THIRD COPY (if needed) - Requesting Agency



REQUEST FOR LIVE SCAN SERVICE

[Print Form](#)

[Reset Form](#)

Applicant Submission

AM762

ORI (Code assigned by DOJ)

Volunteer/Vendor

Authorized Applicant Type

Type of License/Certification/Permit OR Working Title (Maximum 30 characters - if assigned by DOJ, use exact title assigned)

Contributing Agency Information:

Elite Academic Academy

Agency Authorized to Receive Criminal Record Information

43414 Business Park Drive

Street Address or P.O. Box

Temecula CA 92590

City State ZIP Code

23240

Mail Code (five-digit code assigned by DOJ)

Meghan Freeman

Contact Name (mandatory for all school submissions)

(866) 354-8302 ext 702

Contact Telephone Number

Applicant Information:

Last Name

Other Name

(AKA or Alias) Last

Date of Birth

Sex Male Female

Height Weight Eye Color Hair Color

Place of Birth (State or Country) Social Security Number

Home

Address Street Address or P.O. Box

First Name Middle Initial Suffix

First Suffix

Driver's License

Billing Number

(Agency Billing Number)

Misc. Number

(Other Identification Number)

City State ZIP Code

Your Number:

OCA Number (Agency Identifying Number)

Level of Service: DOJ FBI

If re-submission, list original ATI number:
(Must provide proof of rejection)

Original ATI Number

Employer (Additional response for agencies specified by statute):

Employer Name

Street Address or P.O. Box

City State ZIP Code

Mail Code (five digit code assigned by DOJ)

Telephone Number (optional)

Live Scan Transaction Completed By:

Name of Operator

Date

Transmitting Agency LSID

ATI Number

Amount Collected/Billed



REQUEST FOR LIVE SCAN SERVICE

[Print Form](#)

[Reset Form](#)

ORIGINAL - Live Scan Operator

SECOND COPY - Applicant

THIRD COPY (if needed) - Requesting Agency

Request for Taxpayer Identification Number and Certification

^a Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the requester. Do not send to the IRS.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

<input type="checkbox"/>	Individual/sole proprietor or single-member LLC	<input type="checkbox"/>	C Corporation	<input type="checkbox"/>	S Corporation	<input type="checkbox"/>	Partnership	<input type="checkbox"/>	Trust/estate
--------------------------	-------------------------------------------------	--------------------------	---------------	--------------------------	---------------	--------------------------	-------------	--------------------------	--------------

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ^a

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ^a

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions. Requester's name and address (optional)

6 City, state, and ZIP code

Part I

7 List account number(s) here (optional)

Social security number								

Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

or

Employer identification number								

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ^a	Date ^a

General Instructions

• Form 1099-INT (interest earned or paid)

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



Community Partner Virtual and In-Person Enrichment Services Plans

Include your plans as to how you will be providing our students Virtual and In-person enrichment services.

**If you do not provide either Virtual and/or In-Person Enrichment Services, please enter N/A in the space(s) provided below.*

Virtual Enrichment Services Plan:
In-Person Enrichment Services Plan:



Community Partner Marketing Information

Our Community Partners are very important to us. In an incredibly competitive market, we want to ensure that students are served, and that Community Partners meet desired goals. We have designed this page to help us get a clear understanding of how we can effectively inform parents and students about the services offered and how they align to Common Core Standards.

Website name/address:

Social Media (please list all forms of social media, Facebook, Instagram, Snapchat, etc.):

Please attach a short write up about your company, and provide your personal resume. Please explain what academic subject your business offers students and how it supplements the core Academic Program at Elite Academic Academy.

Please be sure to attach any flyers and marketing materials along with your Community Partner paperwork.

Please send any reviews that you may have received since your business has been established (Yelp, Angie's List, Craigslist, etc.)