



Golden Charter Academy

GCA Special Board of Trustees Meeting

Published on August 27, 2026 at 4:19 PM PDT

Date and Time

Saturday August 29, 2026 at 8:45 AM PDT

Location

Golden Charter Academy
452 N Pacific Avenue
Fresno, CA 93706

Agenda

	Purpose	Time
I. Opening Items		8:45 AM
A. Call the Meeting to Order		1 m
B. Roll Call		1 m
Board of Trustees Members		
Jene D'Ambrosio, Secretary		
Zachary Fraser, Treasurer		
Dr. Bard De Vore, Member		
Dr. Kim Armstrong, Member		
Jeffie Hickman, Member		
Corporate Officers		

	Purpose	Time
Robert Golden		
C. Pledge of Allegiance		
D. Approval of the Agenda	Vote	
E. Swearing in of Newly Elected Board Member Wendy McCulley		5 m
F. Public Comments	Discuss	5 m
This portion of the meeting is set aside for members of the audience to make comments or raise issues that are not specifically on the agenda or items that may be on the agenda. Each presentation will be limited to three (3) minutes per person and the total time allotted to non-agenda items in accordance with the Brown Act, there shall be no action taken, nor should there be comments on, responses to, or discussion of a topic not on the agenda. Board members may: (1) acknowledge receipt of information/report; (2) refer to staff with no direction as to action or priority; or (3) refer a matter to another agenda. The Board is not obligated to make comments.		
II. Consent Agenda		8:57 AM
Consent agenda items are for routine matters that do not require discussion or deliberation by the Board. The Consent calendar permits the Board to approve multiple items in one action without discussion. All Board members have the right to remove a consent item from the consent calendar so that normal discussion and deliberation may take place. If a Board members' request that an item be removed from the Consent Agenda, the item will be pulled for discussion and separate action		
A. August 14, 2026 Special Board Meeting Minutes	Approve Minutes	1 m
III. Information / Discussion		8:58 AM
A. Reports and Updates	FYI	10 m
1. CEO Reports (Robert Golden, President & CEO) 2. Administration Reports & Updates (Stephen Morris, Ed.D., Superintendent-Principal)		

	Purpose	Time
IV. Action Items		9:08 AM
A.	Consideration & Approval of Security and Credit Agreement.	3 m
B.	Consideration & Approval of the Revised 2026-2027 Independent Contractor Agreement Template.	3 m
C.	Consideration & Approval of the 26-27 Independent Contractor Agreement for Timona Martin.	3 m
D.	Consideration & Approval of the 26-27 Independent Contractor Agreement for Rosanna Ayers. Science Curriculum & Induction Coach	3 m
E.	Consideration & Approval of the 26-27 Independent Contractor Agreement for Jim Scheible. Charter Petition Renewal Consultant	3 m
F.	Consideration & Approval of the 26-27 After-School Program Independent Contractor Agreement for CreativeT, LLC. Fashion Enrichment Club - Prop 28 Funding	3 m
G.	Consideration & Approval of the 26-27 After-School Program Independent Contractor Agreement for Golden Pursuit of Growth. Dance Club - Prop 28 Funding	3 m
H.	Consideration & Approval of the 26-27 Communications & Administrative Coordinator Job Description and Salary Range.	3 m
V. Upcoming Events		
VI. Board Member Comments		9:32 AM
This is an opportunity for Board members to take comments/updates from fellow board members, address activities, correspondence, and operations, and/or acknowledge or recognize specific programs, activities, or personnel.		
A.	Next Regularly Scheduled Meeting <i>TBD</i>	FYI 2 m

	Purpose	Time
VII. Suggested Agenda Items		
VIII. Closing Items		
A. Adjourn Meeting	Vote	

Coversheet

Pledge of Allegiance

Section:	I. Opening Items
Item:	C. Pledge of Allegiance
Purpose:	FYI
Submitted by:	
Related Material:	GCA_Board Flag.jpg



Coversheet

Swearing in of Newly Elected Board Member

Section:	I. Opening Items
Item:	E. Swearing in of Newly Elected Board Member
Purpose:	
Submitted by:	
Related Material:	Bio_Wendy McCulley.pdf GCA_Swearing in Board Member TEMPLATE.pdf

Wendy McCulley

Bio

Wendy McCulley is not a traditional education leader—and that’s exactly the point. With a background in corporate strategy and advanced degrees in business and education policy, she brings a fresh, focused lens to the public education space. As the founder and leader of The Foundation for Fresno Unified Students, she has built a nimble, high-impact organization that expands access, accelerates innovation, and delivers opportunity to more than 68,000 students in one of California’s largest school districts.

Wendy’s leadership is rooted in systemic redesign. She challenges outdated structures, moves with urgency, and puts students—not institutions—at the center of every decision. Her work is a direct response to a system that too often fails the very people it’s meant to serve.

She is known for building what doesn’t yet exist. Whether she’s launching bold new initiatives, forging unlikely partnerships, or clearing the path for others to lead, Wendy’s focus remains the same: remove barriers, create possibility, and show what’s achievable when business discipline and educational purpose work together.

Under Wendy’s leadership, the foundation she founded received a transformative \$20 million unrestricted gift from MacKenzie Scott. Wendy holds a bachelor’s degree from Harvard University, an MBA from the Wharton School, and a master’s degree in education from the University of Pennsylvania Graduate School of Education.



GOLDEN CHARTER ACADEMY

SWEARING IN BOARD MEMBER

Please raise your right hand and repeat after me the oath of office.

In the presence of public guests and Members of the board here assembled - I, **[NEW MEMBER NAME]**, do so solemnly promise and pledge - that I will faithfully and honestly- uphold the duties of a board member - I further promise - to abide by the governing Bylaws to the best of my knowledge and ability. - All this I promise faithfully so help me God.

“I congratulate **[NEW MEMBER NAME]** as the new board member of The Golden Charter Academy.”

“Ladies and gentlemen, Welcome **Trustee [NEW MEMBER NAME]**. Please support **Trustee [NEW MEMBER NAME]**’s endeavors to further the objectives of our organization.”

Coversheet

August 14, 2026 Special Board Meeting Minutes

Section:	II. Consent Agenda
Item:	A. August 14, 2026 Special Board Meeting Minutes
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for GCA Board of Trustees Meeting on August 14, 2026

APPROVED



Golden Charter Academy

Minutes

GCA Board of Trustees Meeting

Date and Time

Friday August 14, 2026 at 9:00 AM

Location

Golden Charter Academy
452 N Pacific Avenue
Fresno, CA 93706

Clovis Community College
10309 N Willow Avenue
Fresno, CA 93730

Directors Present

H. Johnson, J. D'Ambrosio, R. Golden, Z. Fraser

Directors Absent

B. De Vore

Ex Officio Members Present

J. Weber (remote)

Non Voting Members Present

J. Weber (remote)

Guests Present

J. Gonzales, J. Xiong, S. Morris

I. Opening Items

A. Call the Meeting to Order

H. Johnson called a meeting of the board of directors of Golden Charter Academy to order on Friday Aug 14, 2026 at 9:02 AM.

B. Roll Call

C. Pledge of Allegiance

Pledge of Allegiance led by Hannah Johnson.

Pledge of Allegiance led by Hannah Johnson.

D. Approval of the Agenda

Z. Fraser made a motion to approve the agenda.

J. D'Ambrosio seconded the motion.

The board **VOTED** to approve the motion.

E. Swearing in of Newly Elected Board Members

Swearing in of **Dr. Kim Armstrong** led by Hannah Johnson.

Swearing in of **Jeffie Hickman** led by Hannah Johnson.

F. Public Comments

II. Consent Agenda

A. June 18, 2026 Special Board Meeting Minutes

J. D'Ambrosio made a motion to approve the minutes from GCA Special Board of Trustees Meeting on 06-18-26.

Z. Fraser seconded the motion.

The board **VOTED** to approve the motion.

B. June 18, 2026 Board Meeting Minutes

J. D'Ambrosio made a motion to approve the minutes from GCA Board of Trustees Meeting on 06-18-26.

Z. Fraser seconded the motion.

The board **VOTED** to approve the motion.

C. Approval of Revised Job Descriptions

J. D'Ambrosio made a motion to approve the revised job descriptions.
 Z. Fraser seconded the motion.
 The board **VOTED** to approve the motion.

III. Information / Discussion

A. Reports and Updates

Board Chair Reports & Updates (Hannah Johnson, Board Chair)

- Welcome and appreciation to returning & new Board members, staff and faculty.

CEO Reports (Robert Golden, President & CEO)

- Welcome returning Board members and new members to the Golden Age.
- Board
 - Committees > Board expertise crucial
 - Upcoming: Charter Petition renewal
- Previously: low enrollment > financial pressure
- Currently:
 - policies & procedures improvement updates
 - identified financial stability
 - adding new Board members to strengthen governance
 - enrollment increase: current enrollment at 504
 - academic rise (35+ pt in ELA, 48+ pt in Math)
- Financial Updates
 - Joining virtually: Brian Holman, Musick Peeler
 - East West bank line of credit > stabilize cash flow
 - lender payments
- 2026–2027 Goals
 - Financial Sustainability
 - Charter Renewal
 - Strategic Partnership & Campus Expansion
 - Academic Excellence
 - Organizational Excellence
- Upcoming:
 - First Day of School: August 17th, gates opening at 7:30am
 - Back to School Nights: August 18th & 19th at 5-6pm

Administration Reports & Updates (Stephen Morris, Ed.D., Superintendent-Principal)

- Academic Growth: academic growth in ELA and Math, decrease in students scoring at level 1.
 - Level 1: students scoring below grade level

- Proficiency: Proficiency rate is students' scoring percentage at or above state grade standards
 - ELA Growth % by Year: 2022: 10%, 2024: 22%, 2025: 19%, 2026: 24%
 - Math Growth % by Year: 2022: 6%, 2024: 7%, 2025: 9%, 2026: 21%
 - 3rd Grade - TK students from 21-22:
 - ELA Percentage Growth: 29%
 - Math Percentage Growth: 31%
- Enrollment Updates:
 - Current enrollment: 504
 - Available space: 28
 - Waitlist: 163
- New & Upcoming at GCA:
 - sports, new student information system (SIS), systems sync, attendance, transportation, scholar resource center (SRC),
 - SPED: growing population

Financial Reports (Jim Weber, Charter Impact)

- June 2026 Financial Updates
 - 2025-2026 Unaudited Actuals Report
 - P2 ADA 313, down from 2nd Interim forecast P2 317
 - Action Items:
 - 2025-2026 Arts and Music in Schools (Prop 28) Annual Report
 - 2023-2024 Final Expenditure Report
 - Ongoing annual surplus required to stabilize cash flow — near 15% reserve

B. Rescheduling of 2026-2027 Board Retreat

Friday, August 28, 2026 | 8:30 AM — 5:30 PM

Saturday, August 29, 2026 | 8:30 AM — 5:30 PM

Friday, September 4, 2026 | 8:30 AM — 5:30 PM

Saturday, September 5, 2026 | 8:30 AM — 5:30 PM

Date: **Saturday, August 29, 2026 | 8:30 AM — 5:30 PM**

IV. Action Items

A. Consideration & Approval of the Campus Safety Specialist Job Description & Salary Range.

J. D'Ambrosio made a motion to approve the Campus Safety Specialist Job Description & Salary Range.

Z. Fraser seconded the motion.

The board **VOTED** to approve the motion.

B. Consideration & Approval of the Security Services Proposal & Service Agreement with Axiom Executive Enterprises.

Z. Fraser made a motion to approve the Security Services Proposal & Service Agreement with Axiom Executive Enterprises.

J. D'Ambrosio seconded the motion.

The board **VOTED** to approve the motion.

C. Consideration & Approval of the 2025-2026 Unaudited Actuals Report.

Z. Fraser made a motion to approve the 2025-2026 Unaudited Actuals Report.

H. Johnson seconded the motion.

Dr. Kim Armstrong second the motion.

The board **VOTED** to approve the motion.

D. Consideration & Approval of the 2025-2026 Education Protection Account (EPA) Actual Expenditures.

J. D'Ambrosio made a motion to approve the 2025-2026 Education Protection Account (EPA) Actual Expenditures.

Z. Fraser seconded the motion.

The board **VOTED** to approve the motion.

E. Consideration & Approval of the 2025-2026 Arts and Music in Schools (Prop 28) Annual Report and 2023-2024 Final Expenditure Report.

H. Johnson made a motion to approve the 2025-2026 Arts and Music in Schools (Prop 28) Annual Report and 2023-2024 Final Expenditure Report.

J. D'Ambrosio seconded the motion.

Dr. Kim Armstrong motion the item.

The board **VOTED** to approve the motion.

F. Consideration & Approval of the East West Bank Form of Resolutions.

J. D'Ambrosio made a motion to approve the East West Bank Form of Resolutions.

Z. Fraser seconded the motion.

The board **VOTED** to approve the motion.

G. Consideration & Approval of the Facilities Management Portal Agreement with Facilitron, Inc.

Z. Fraser made a motion to Table for a later Board meeting.

J. D'Ambrosio seconded the motion.

Table for a later Board meeting.

The board **VOTED** to approve the motion.

H.

Consideration & Approval of the 2026-2027 Fresno Chaffee Zoo Partnership Contract.

Z. Fraser made a motion to approve the 2026-2027 Fresno Chaffee Zoo Partnership Contract.

J. D'Ambrosio seconded the motion.

The board **VOTED** to approve the motion.

V. Upcoming Events

A. August 2026

Board Participation Encouraged

August 17th: Grand Opening/ First Day of School, 7:15-8am

Board Participation Optional

August 18th & 19th: Back to School Night, 5-6pm

VI. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:24 AM.

Respectfully Submitted,
H. Johnson

Coversheet

Consideration & Approval of the Revised 2026-2027 Independent Contractor Agreement Template.

Section: IV. Action Items
Item: B. Consideration & Approval of the Revised 2026-2027 Independent Contractor Agreement Template.
Purpose:
Submitted by:
Related Material: 26-27_IC Agreement TEMPLATE.pdf



GOLDEN CHARTER ACADEMY

INDEPENDENT CONTRACTOR AGREEMENT

Between

GOLDEN CHARTER ACADEMY PUBLIC CHARTER SCHOOL

And

[INSERT INDEPENDENT CONTRACTOR]

A. THE PARTIES

THIS INDEPENDENT CONTRACTOR AGREEMENT (the “Agreement”) is made by and between GOLDEN CHARTER ACADEMY, a California public charter school (the “AGENCY”), with a mailing address of 452 N. Pacific Ave., Fresno, CA 93706, and **[INSERT INDEPENDENT CONTRACTOR]**, a **[INSERT ENTITY TYPE]** (the “CONTRACTOR”), with a mailing address of **[INSERT ADDRESS]**.

AGENCY and CONTRACTOR may be referred to collectively as the “Parties” and individually as a “Party.” This Agreement is effective **[INSERT DATE]**, subject to Governing Board ratification as stated below.

B. SERVICES AND SCOPE OF WORK

CONTRACTOR shall provide the services described in Exhibit A, Scope of Services, which is incorporated into this Agreement by reference (the “Services”). The scope shall identify, as applicable, deliverables, timelines, expected outcomes, locations, points of contact, and any required reports or documentation.

CONTRACTOR shall perform only those services authorized by AGENCY. Material changes to the scope, compensation, or term must be approved in writing by authorized representatives of both Parties.

C. COMPENSATION, INVOICING, AND EXPENSES

AGENCY shall compensate CONTRACTOR as follows: **[INSERT RATE / FEE STRUCTURE]**, not to exceed **[INSERT MAXIMUM CONTRACT AMOUNT]** unless amended in writing.

Unless AGENCY expressly approves an alternate payment process in writing, CONTRACTOR shall submit itemized invoices that identify dates of service, hours or units, work performed, deliverables completed, and approved reimbursable expenses. AGENCY shall pay approved invoices in accordance with its normal accounts-payable cycle.

If the Parties elect to use a semi-monthly or other automated payment schedule for administrative convenience, that payment method shall not, by itself, create an employer-employee relationship or alter the Parties’ intended independent contractor relationship.



GOLDEN CHARTER ACADEMY

No travel, mileage, materials, subcontractor costs, or other expenses shall be reimbursed unless specifically authorized in Exhibit A or approved in advance in writing by AGENCY.

D. TERM OF AGREEMENT

The Services shall begin on [INSERT DATE] (or the date this Agreement is fully executed, if later) and shall continue through [INSERT END DATE], unless earlier terminated under this Agreement. Any extension must be in writing and approved by the Parties.

E. INDEPENDENT CONTRACTOR RELATIONSHIP AND COMPLIANCE

CONTRACTOR is engaged as an independent contractor and not as an employee, agent, joint venturer, or partner of AGENCY. CONTRACTOR shall control the manner and means of performing the Services, subject to the agreed scope, deliverables, deadlines, safety requirements, student-protection requirements, and applicable AGENCY policies.

1. CONTRACTOR represents that it is customarily engaged in an independently established trade, occupation, profession, or business of the same nature as the Services, to the extent required by applicable law.
2. CONTRACTOR may provide services to other clients, provided doing so does not create a conflict of interest, misuse confidential information, or materially interfere with performance under this Agreement.
3. Except as otherwise stated in Exhibit A, CONTRACTOR shall provide its own ordinary tools, equipment, licenses, business expenses, and personnel necessary to perform the Services.
4. CONTRACTOR and its personnel are not eligible for AGENCY employee benefits, retirement benefits, paid leave, unemployment benefits, or workers' compensation coverage through AGENCY, except as required by law.
5. The Parties acknowledge that worker classification is governed by applicable law and not solely by the title or wording of this Agreement. CONTRACTOR shall promptly notify AGENCY of any change in circumstances that could affect lawful classification.

F. FEDERAL, STATE, AND LOCAL TAXES

CONTRACTOR is solely responsible for all federal, state, and local taxes, assessments, licenses, permits, and reporting obligations arising from compensation paid under this Agreement, including self-employment taxes when applicable. AGENCY shall issue any tax reporting forms required by law.

G. PERSONNEL AND SUBCONTRACTORS

CONTRACTOR is responsible for the selection, direction, supervision, compensation, and conduct of its employees, agents, and approved subcontractors. CONTRACTOR shall not subcontract material portions of the Services without AGENCY's prior written approval. Any approved subcontractor shall be bound in writing to obligations at least as protective of AGENCY, students, and confidential information as those



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contained in this Agreement.

H. WORKERS' COMPENSATION

CONTRACTOR shall maintain workers' compensation insurance for its employees as required by California law and shall provide evidence of coverage upon request. A sole proprietor with no employees shall provide any declaration or documentation reasonably requested by AGENCY regarding workers' compensation status.

I. INSURANCE

Unless AGENCY approves different limits in writing based on the nature of the Services, CONTRACTOR shall maintain the following insurance during the Term:

- Commercial General Liability: not less than \$1,000,000 per occurrence and \$2,000,000 aggregate.
- Professional / Errors and Omissions Liability: not less than \$1,000,000 per claim when the Services involve professional, instructional, clinical, consulting, technology, or other specialized professional services.
- Automobile Liability: not less than \$1,000,000 combined single limit when vehicles are used in connection with the Services, including transportation of students or AGENCY personnel.
- Workers' Compensation: statutory limits when required, together with employer's liability coverage as appropriate.

Upon request, CONTRACTOR shall provide certificates of insurance and endorsements acceptable to AGENCY. When commercially available and appropriate, AGENCY, its Governing Board, officers, employees, and agents shall be named as additional insureds on general liability and automobile liability policies for liabilities arising from CONTRACTOR's work.

J. STUDENT SAFETY, BACKGROUND CHECKS, AND CAMPUS REQUIREMENTS

If the Services involve access to students, student records, school facilities during student hours, or unsupervised contact with students, CONTRACTOR and its personnel shall satisfy all background-check, fingerprinting, tuberculosis-risk-assessment, identification, supervision, and visitor requirements imposed by applicable law, AGENCY policy, or written direction before beginning such work.

CONTRACTOR shall comply with applicable child-abuse and neglect reporting obligations, school safety rules, emergency procedures, professional-boundary expectations, and any restrictions on one-to-one student contact. CONTRACTOR shall immediately report to AGENCY any known or suspected conduct that may threaten student safety or violate law or AGENCY policy.

K. CONFIDENTIALITY, STUDENT RECORDS, AND DATA PRIVACY



GOLDEN CHARTER ACADEMY

CONTRACTOR shall protect all confidential, proprietary, student, employee, financial, operational, security, and personally identifiable information received or created in connection with the Services. CONTRACTOR shall use such information solely to perform the Services and shall not disclose it except as authorized by AGENCY or required by law.

When CONTRACTOR receives education records or personally identifiable student information, CONTRACTOR shall comply with FERPA and all other applicable federal and California student privacy laws. CONTRACTOR shall implement reasonable administrative, technical, and physical safeguards; limit access to authorized personnel; promptly report any suspected unauthorized access, disclosure, loss, or security incident; and return or securely destroy protected information at the end of the engagement as directed by AGENCY.

L. TECHNOLOGY, CYBERSECURITY, AND ARTIFICIAL INTELLIGENCE

If CONTRACTOR uses technology systems, cloud services, artificial intelligence tools, or third-party platforms in performing the Services, CONTRACTOR shall not upload or disclose confidential student, employee, or AGENCY information to such systems unless specifically authorized by AGENCY and permitted by applicable law and contract. CONTRACTOR remains responsible for reviewing the accuracy, confidentiality, and lawful use of any technology-assisted work product.

M. INDEMNIFICATION

To the fullest extent permitted by law, CONTRACTOR shall indemnify, defend, and hold harmless AGENCY, its Governing Board, officers, employees, volunteers, and agents from claims, demands, damages, liabilities, losses, judgments, penalties, costs, and reasonable attorneys' fees arising out of or relating to CONTRACTOR's negligent acts or omissions, willful misconduct, breach of this Agreement, violation of law, or acts or omissions of CONTRACTOR's employees, agents, or subcontractors. This provision shall survive termination of the Agreement.

N. TERMINATION

Either Party may terminate this Agreement without cause by providing at least fourteen (14) calendar days' written notice to the other Party. AGENCY may terminate immediately, or on shorter written notice, for material breach, failure to perform, loss of required license or insurance, student-safety concerns, unlawful conduct, misuse of confidential information, conflict of interest, or conduct that reasonably exposes AGENCY to material legal, financial, operational, or reputational risk.

Upon termination, CONTRACTOR shall cease work as directed, return AGENCY property and confidential information, provide all completed or partially completed deliverables, and submit a final invoice for authorized Services actually performed through the effective termination date. AGENCY shall not be responsible for anticipated profits or unperformed Services.



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O. RECORDS, DOCUMENTATION, AND AUDIT

CONTRACTOR shall maintain complete and accurate records supporting all charges, hours, deliverables, reimbursements, compliance obligations, and subcontractor activity under this Agreement for at least four (4) years after final payment, or longer if required by law or a funding source. Upon reasonable notice, AGENCY or its authorized auditors may inspect records directly related to this Agreement.

P. CONFLICT OF INTEREST AND ETHICAL CONDUCT

CONTRACTOR shall exercise sound professional judgment and uphold standards of ethics, integrity, fairness, transparency, fiscal responsibility, and stewardship. CONTRACTOR shall promptly disclose any actual or potential conflict of interest and shall not use the engagement for improper personal gain, preferential treatment, kickbacks, undisclosed commissions, or other improper advantage.

CONTRACTOR shall not accept gifts, incentives, or benefits from a vendor, employee, family, or other party when doing so could reasonably influence, or appear to influence, decisions made on behalf of AGENCY.

Q. NONDISCRIMINATION AND PROFESSIONAL CONDUCT

CONTRACTOR shall comply with applicable federal and California nondiscrimination, harassment, disability-access, and civil-rights laws and shall provide the Services in a professional and respectful manner consistent with AGENCY's educational mission and lawful policies.

R. PROPRIETARY INFORMATION AND WORK PRODUCT

Except for CONTRACTOR's pre-existing materials identified in Exhibit A, all reports, plans, documents, curricula, analyses, designs, recordings, software configurations, written materials, and other deliverables specifically created for and paid for by AGENCY under this Agreement ("Work Product") shall, to the extent permitted by law, be the property of AGENCY upon payment.

CONTRACTOR assigns to AGENCY all rights in such Work Product that are legally assignable. CONTRACTOR retains ownership of pre-existing tools, templates, methods, know-how, and materials identified in Exhibit A, but grants AGENCY a perpetual, nonexclusive, royalty-free license to use any such pre-existing material incorporated into a paid deliverable for AGENCY's educational and operational purposes.

AGENCY shall not use CONTRACTOR's name, image, likeness, trademark, or endorsement in advertising or promotional materials beyond factual identification of the engagement without CONTRACTOR's written consent, except as otherwise permitted by law. Likewise, CONTRACTOR shall not use AGENCY's name, logo, student images, or endorsement without prior written authorization.



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S. PUBLIC RECORDS

CONTRACTOR acknowledges that AGENCY is a public charter school and that records relating to this Agreement may be subject to disclosure under applicable California public-records laws. AGENCY will determine disclosure obligations. CONTRACTOR shall clearly identify any information it believes is confidential, proprietary, or exempt from disclosure, but such designation shall not control AGENCY's legal obligations.

T. NO PARTNERSHIP OR AUTHORITY TO BIND

This Agreement does not create a partnership, joint venture, employment relationship, or agency relationship. CONTRACTOR has no authority to enter contracts, incur obligations, make representations, or commit funds on behalf of AGENCY unless expressly authorized in writing by AGENCY.

U. ASSIGNMENT

Neither Party may assign this Agreement without the prior written consent of the other Party, except that AGENCY may assign the Agreement to a lawful successor entity. Any attempted assignment contrary to this section is void.

V. NOTICES

Formal notices under this Agreement shall be in writing and delivered personally, by nationally recognized overnight carrier, by certified mail, or by email with confirmation of receipt to the addresses below, or to any updated address provided in writing:

- AGENCY: Golden Charter Academy, 452 N. Pacific Ave., Fresno, CA 93706;
Attn: Superintendent-Principal; Email: [INSERT].
- CONTRACTOR: [INSERT NAME / ADDRESS / EMAIL].

W. FORCE MAJEURE

Neither Party shall be liable for delay or failure to perform caused by events beyond its reasonable control, including natural disasters, fire, epidemic or public-health emergency, government order, utility failure, labor disruption not caused by the affected Party, or school closure, provided the affected Party promptly notifies the other and uses reasonable efforts to mitigate the impact. Payment remains due for services properly performed before the event.

X. DISPUTE RESOLUTION, GOVERNING LAW, AND VENUE

The Parties shall first attempt in good faith to resolve any dispute through direct discussion between authorized representatives. If the dispute is not resolved, either Party may pursue any remedy available at



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law or equity. This Agreement shall be governed by California law. Venue for any lawsuit shall lie in Fresno County Superior Court or, when federal jurisdiction exists, the United States District Court for the Eastern District of California, Fresno Division.

Y. SEVERABILITY, WAIVER, AMENDMENTS, AND ENTIRE AGREEMENT

1. Severability. If any provision is held invalid or unenforceable, the remaining provisions shall remain in effect to the fullest extent permitted by law.
2. Waiver. A waiver of any breach shall not constitute a waiver of any subsequent or different breach.
3. Amendments. This Agreement may be amended only by a written instrument signed by authorized representatives of both Parties.
4. Entire Agreement. This Agreement, including all exhibits and approved addenda, constitutes the entire agreement between the Parties concerning the Services and supersedes prior oral or written understandings on the same subject.
5. Electronic Signatures and Counterparts. Signatures transmitted electronically and counterparts executed separately shall be treated as originals and together constitute one instrument.

SIGNATURES

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the dates written below. The individuals signing represent that they are authorized to bind the respective Party.

AGENCY

Golden Charter Academy

Stephen Morris, Superintendent-Principal

Date: _____

CONTRACTOR

[INSERT CONTRACTOR LEGAL NAME]

[INSERT NAME/TITLE]

Date: _____

This Independent Contractor Agreement is subject to ratification by the Governing Board of Golden Charter Academy when required by AGENCY policy or applicable law.

Coversheet

Consideration & Approval of the 26-27 Independent Contractor Agreement for Timona Martin.

Section: IV. Action Items
Item: C. Consideration & Approval of the 26-27 Independent Contractor Agreement for Timona Martin.
Purpose:
Submitted by:
Related Material: 26-27_Timona Martin Independent Contractor Agreement.pdf



GOLDEN CHARTER ACADEMY

INDEPENDENT CONTRACTOR AGREEMENT

Between

GOLDEN CHARTER ACADEMY PUBLIC CHARTER SCHOOL

And

TIMONA MARTIN

A. THE PARTIES

THIS INDEPENDENT CONTRACTOR AGREEMENT (herein referred to as the (“Agreement”)) is made by and between GOLDEN CHARTER ACADEMY (herein referred to as the “AGENCY”) with a mailing address of 452 N Pacific Ave., Fresno, CA 93728.

AND

Timona Martin, a company (hereinafter referred to as “CONTRACTOR”) with a mailing address of 2064 Fairmont Ave. Clovis, Ca. 93611.

AGENCY and CONTRACTOR are sometimes collectively referred to in the Agreement as the “Parties” or singularly as a “Party” or by their individual names.

WHEREAS, the AGENCY intends to pay the CONTRACTOR for services provided, effective **August 1, 2026**, under the following terms and conditions:

B. SERVICES

The CONTRACTOR agrees to provide AGENCY with strategy and implementation consulting services (herein referred to as the “Services”), such services and duties to include (see “**Proposed New Teacher Development Specialist Partnership**” attached).

C. PAYMENT

The AGENCY agrees to pay for the Services performed by the CONTRACTOR.

The CONTRACTOR agrees to be paid as follows: (see “**Proposed New Teacher Development Specialist Partnership**” attached). Hours may vary depending on services needed.

CONTRACTOR will send a monthly invoice for the duration of effective contract dates.

Initial
tm
Initials



GOLDEN CHARTER ACADEMY

D. TERMS OF AGREEMENT

The Services provided by the CONTRACTOR shall begin on **August 1, 2026** (or the day the contract is officially signed) and until terminated as set forth below (the “Term”).

E. INDEPENDENT CONTRACTOR STATUS

The CONTRACTOR, under the code of Internal Revenue Services (IRS), is an independent CONTRACTOR and neither the CONTRACTOR’s employees or contract personnel are, or shall be deemed, the AGENCY’s employees.

F. FEDERAL AND STATE TAXES

Under this Agreement, the AGENCY shall not be responsible for:

1. Withholding FICA, Medicare, Social Security, or any other federal or state withholding taxes from the CONTRACTOR’s payments to employees or personnel to make payments on behalf of the CONTRACTOR; and
2. Making federal or state unemployment compensation contributions on the CONTRACTOR’s behalf; and
3. The payment of all taxes incurred related to or while performing the Services under this Agreement, including all applicable incomes taxes and, if the CONTRACTOR is not a corporation, all applicable self-employment taxes. Upon demand, the CONTRACTOR shall provide the AGENCY with proof that such payments have been made.

G. UNEMPLOYMENT COMPENSATION

The CONTRACTOR shall be solely responsible for the unemployment compensation payments on behalf of their employees and personnel. The CONTRACTOR shall not be entitled to unemployment compensation in connection with the Services performed under this Agreement.

H. WORKERS’ COMPENSATION

The CONTRACTOR shall be responsible for providing all workers’ compensation insurance on behalf of their employees. If the CONTRACTOR hires employees to perform any work under this Agreement, the CONTRACTOR agrees to grant workers’ compensation coverage to the extent required by law. Upon request by the AGENCY, the CONTRACTOR must provide certificates providing workers’ compensation insurance at any time during the performance of the Service.

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GOLDEN CHARTER ACADEMY

I. LIABILITY INSURANCE

The CONTRACTOR agrees to bear all responsibility for the actions related to themselves and their employees or personnel under this Agreement. In addition, the CONTRACTOR agrees to obtain comprehensive liability insurance coverage in case of bodily injury, personal injury, property damage, contractual liability, and cross-liability.

There shall be no minimum required amount for the liability insurance.

J. INDEMNIFICATION

The CONTRACTOR shall indemnify and hold the AGENCY harmless from any loss or liability from performing the Services under this Agreement.

K. TERMINATION OF AGREEMENT

This Agreement shall terminate at the discretion of either party. Either Party may terminate this Agreement, without cause, at any time by delivering at least fourteen (14) days written notice to the other party:

A material breach of the other party; or any act exposing the other party to liability to others for personal injury or property damage.

L. EXCLUSIVE AGREEMENT

This entire Agreement is between the AGENCY and CONTRACTOR.

M. RESOLVING DISPUTES

If a dispute arises under this Agreement, any party may take the matter to a California state court.

N. PROPRIETARY INFORMATION

Proprietary information, under this Agreement, shall include:

1. The product of all work performed under this Agreement (herein referred to as the "Work Product"), including without limitation all notes, reports, documentation, drawings, computer programs, inventions, creations, works, devices, models, works-in-progress, and deliverables, will be the sole property of the AGENCY, and CONTRACTOR hereby assigns to the AGENCY all right, title, and interest therein, including, but not limited to, all audiovisual, literary, moral rights and other copyrights, patent rights, trade secret rights, and other proprietary rights therein.

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GOLDEN CHARTER ACADEMY

CONTRACTOR retains no right to use the Work Product and agrees not to challenge the validity of the AGENCY's ownership in the Work Product; and

2. CONTRACTOR hereby assigned to the AGENCY all right, title, and interest in any and all photographic images and videos or audio recordings made by the AGENCY during CONTRACTOR's work for them, including, but not limited to, any royalties, proceeds, or other benefits derived from such photographs or recordings; and
3. The AGENCY will be entitled to use CONTRACTOR's name and/or likeness use in advertising and other materials.

O. NO PARTNERSHIP

This Agreement does not create a partnership relationship between the AGENCY and the CONTRACTOR. Unless otherwise directed, the CONTRACTOR shall have no authority to enter into contracts on AGENCY's behalf or represent the AGENCY in any manner unless approved by AGENCY.

P. GOVERNING LAW AND VENUE

The rights and obligations of the Parties under or arising out of, and the enforcement and interpretation of, this Agreement shall be governed by the laws of the State of California. The venue of any lawsuit concerning this Agreement, or the rights and duties of any Party in relation hereto, shall be Fresno County Superior Court or in the United States District Court, Eastern District of California (Fresno).

Q. SEVERABILITY

This Agreement shall remain in effect in the event of a section or provision is unenforceable or invalid. All remaining sections and provisions shall be deemed legally binding unless a court rules that any such provision or section is invalid or unenforceable, thus, limiting the effect of another provision or section. In such case, the affected provision or section shall be enforced as so limited.

R. WAIVER OF BREACH

Any waiver by the AGENCY of a breach of any section of this Agreement by the CONTRACTOR shall not operate or be construed as a waiver of any subsequent breach by the CONTRACTOR.

S. ENTIRE AGREEMENT

This Agreement, along with any attachments or addendums, represents the entire agreement between the parties. Therefore, this Agreement supersedes any prior agreements, promises, conditions, or understanding between the AGENCY and CONTRACTOR.

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GOLDEN CHARTER ACADEMY

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the day and year first written above.

AGENCY

Signed by:

Dr. Stephen Morris

Superintendent-Principal, Stephen Morris, Ed.D.

8/9/2026

Date

CONTRACTOR

Signed by:

Timona Martin

Independent Contractor, **Timona Martin**

8/8/2026

Date

This Independent Contractor Agreement is subject to ratification by the Governing Board of Golden Charter Academy.

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GOLDEN CHARTER ACADEMY

INDEPENDENT CONTRACTOR CONTACT INFORMATION FORM

INDEPENDENT CONTRACTOR INFORMATION

Independent Contractor: Hyve Collective

Owner's Full Name: Timona Martin

Mailing Address: 2064 Fairmont Ave
Clovis, Ca. 93611

Billing Address: Same

Office Phone Number: _____

Primary Phone Number: 5593135493

Email Address: monamartin67@gmail.com

EMERGENCY CONTACT(s) INFORMATION

Emergency Contact Full Name: Darrel Martin

Emergency Contact Relation: Spouse

Emergency Contact Phone Number: 5593135293

Emergency Contact Full Name: _____
(optional)

Emergency Contact Relation: _____
(optional)

Emergency Contact Phone Number: _____
(optional)

Golden Charter Academy

Proposed New Teacher Development Specialist Partnership

August 2026 – January 2027

Purpose

As Golden Charter Academy continues to build a strong instructional foundation, we recognize that the success of our students is directly connected to the success of our teachers. The first years of teaching are among the most critical in establishing effective instructional practices, classroom management systems, professional confidence, and long-term retention.

To support this work, Golden Charter Academy seeks to establish a partnership with a New Teacher Development Specialist who will provide embedded support, mentorship, and instructional guidance for teachers new to the profession and teachers new to Golden Charter Academy.

This position is designed to complement existing induction supports by providing practical classroom expertise, ongoing mentorship, and implementation support that helps new teachers successfully navigate the instructional, cultural, and professional expectations of teaching at Golden Charter Academy.

The New Teacher Development Specialist will work in partnership with the Director of Curriculum, administration, induction coaches, and veteran teachers to strengthen instructional practice, support teacher growth, advance culturally relevant and responsive teaching practices, and contribute to a positive and effective professional culture.

Areas of Focus

New Teacher Support and Mentorship

Support new teachers in developing the instructional, organizational, and professional practices necessary for long-term success.

Support may include:

- Classroom management
- Student engagement strategies
- Professional responsibilities
- Teacher effectiveness
- Organization and time management
- Family communication and partnership

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- Building confidence and instructional capacity
- Culturally responsive classroom culture
- Relationship-centered teaching practices
- Building inclusive and affirming learning environments

Instructional Planning and Delivery

Provide support related to:

- Lesson planning
- Standards-based instruction
- Instructional delivery
- Checks for understanding
- Student discourse
- Differentiation
- Academic rigor
- Reflective instructional practices
- Culturally relevant pedagogy
- Student-centered instructional practices
- Asset-based approaches to teaching and learning

The goal is to support teachers in developing strong instructional habits that lead to meaningful student learning outcomes.

Support will emphasize the development of instructional practices that are academically rigorous, culturally responsive, and reflective of Golden Charter Academy's commitment to equity, belonging, and meaningful student engagement.

PLC Integration and Professional Collaboration

Support new teachers in:

- Understanding PLC structures and expectations
- Participating effectively in collaborative planning
- Leveraging the expertise of veteran teachers
- Contributing productively to team discussions
- Building strong professional relationships
- Examining student needs through an equity-centered lens
- Collaborating around culturally relevant instructional practices

This work is intended to help new teachers become active and effective contributors within professional learning communities.

Observation and Growth Support

Conduct non-evaluative observations of new teachers focused on:

- Classroom culture
- Instructional delivery
- Student engagement
- Professional practice
- Implementation of schoolwide expectations

Observation summaries, recommendations, and identified areas of support will be shared with the Director of Curriculum and administration to support individualized teacher growth plans.

Induction Coach Collaboration

Partner with induction coaches to strengthen the support provided to new teachers through:

- Alignment of coaching priorities
- Shared teacher support plans
- Collaborative problem-solving
- Resource development
- Ongoing communication regarding teacher needs and progress

This role is intended to strengthen and complement existing induction supports while providing an additional layer of practical classroom mentorship and instructional guidance.

Professional Learning Partnership

Partner with the Director of Curriculum to:

- Identify common areas of new teacher need
 - Support targeted professional learning experiences
 - Facilitate new teacher workshops and support sessions
 - Monitor implementation of instructional practices
 - Develop responsive support plans throughout the contract period
-

Service Structure

Summer Launch Support

July/August 2026 (Date TBD)

The New Teacher Development Specialist will participate in a Curriculum and Instruction Planning Meeting to support alignment of new teacher development priorities and establish support structures for the upcoming school year.

In addition, the specialist will facilitate two dedicated New Teacher Development Sessions during the school's summer professional learning window (August 3–14).

Summer Focus Areas

- Classroom management systems and routines
- First 30 days of school planning
- Lesson planning expectations
- Teacher organization and effectiveness
- Professional responsibilities and expectations
- PLC readiness and collaboration
- Student engagement strategies
- Building instructional confidence before the start of school
- Culturally responsive classroom practices
- Building inclusive classroom communities
- Relationship-centered classroom management

School-Year Embedded Support

August 2026 – January 2027

The New Teacher Development Specialist will provide on-site support **two full days per week** throughout the contract period.

Areas of Ongoing Support

- New teacher mentorship
- Classroom management support
- Lesson planning and instructional delivery
- Professional responsibilities and teacher effectiveness
- PLC participation and collaboration
- Non-evaluative classroom observations
- Growth-oriented feedback and coaching
- Induction coach collaboration
- New teacher workshops and support sessions

- Individualized teacher support plans
- Culturally relevant instructional planning
- Relationship-centered classroom management
- Equitable and inclusive classroom practices

Observation summaries and growth recommendations will be shared with the Director of Curriculum and administration to support teacher development and differentiated support planning.

Monthly Planning and Calibration Meetings

The New Teacher Development Specialist will meet monthly with the Director of Curriculum and administration to:

- Review new teacher progress
- Identify emerging needs and trends
- Coordinate support plans
- Establish monthly development priorities
- Align professional learning and coaching efforts

Partnership Timeline

Support Component	Timeline	Frequency
Curriculum & Instruction Planning Meeting	July/August 2026 (TBD)	As Scheduled
New Teacher Development Sessions	August 3–14, 2026	2 Days
Embedded New Teacher Support	August 2026 – January 2027	2 Full Days Per Week
New Teacher Observations & Feedback	August 2026 – January 2027	Ongoing
Induction Coach Collaboration	August 2026 – January 2027	Ongoing
Planning & Calibration Meetings	Monthly	1 Meeting Per Month
Partnership Review & Renewal Discussion	January 2027	1 Review Meeting

Proposed Investment

Monthly Consulting Rate

\$3,000 per month

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Service Commitment

Two full days per week of on-site support

Initial Contract Period

August 2026 – January 2027

Total Initial Investment

Month	Investment
August 2026	\$3,000
September 2026	\$3,000
October 2026	\$3,000
November 2026	\$3,000
December 2026	\$3,000
January 2027	\$3,000
Total Investment	\$18,000

Partnership Review and Renewal

At the conclusion of the initial six-month partnership, Golden Charter Academy and the New Teacher Development Specialist will conduct a collaborative review of the impact, effectiveness, and continued needs of the program.

The review will consider:

- New teacher growth and development
- Teacher retention indicators
- Feedback from teachers, induction coaches, and administration
- Implementation of support structures
- Areas for continued growth and support

Based on the outcome of the review, both parties may elect to extend the partnership for the remainder of the 2026–2027 school year under mutually agreed upon terms.

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Desired Outcomes

By the conclusion of the initial partnership period, Golden Charter Academy seeks to achieve:

- Increased new teacher confidence and effectiveness
- Stronger classroom management and student engagement practices
- Improved lesson planning and instructional delivery
- Greater teacher participation and effectiveness within PLCs
- Increased retention of new teachers
- Stronger alignment between induction supports and school expectations
- Increased implementation of instructional best practices
- Increased teacher capacity to implement culturally relevant and culturally responsive instructional practices
- Stronger classroom cultures rooted in belonging, engagement, and high expectations
- Increased ability to create equitable and inclusive learning environments
- Development of a consistent and supportive new teacher growth model
- Stronger alignment between instructional practice and Golden Charter Academy's mission and values
- Increased teacher readiness to meet the academic and cultural expectations of Golden Charter Academy

Summary

The New Teacher Development Specialist partnership is designed to provide targeted, embedded support for teachers during the most critical stages of their professional growth. Through mentorship, instructional guidance, classroom support, collaboration with induction coaches, and partnership with the Curriculum Department, this role will strengthen teacher effectiveness, increase retention, and contribute to a culture of continuous professional growth at Golden Charter Academy.

By centering instructional excellence, culturally relevant pedagogy, inclusive classroom practices, and relationship-centered teaching, this partnership will help ensure that new teachers are equipped to meet the academic, cultural, and community-centered expectations that define the Golden Charter Academy experience.

The initial six-month structure provides an opportunity to establish strong support systems, evaluate impact, and determine future partnership needs while maintaining flexibility for both Golden Charter Academy and the New Teacher Development Specialist.

Coversheet

Consideration & Approval of the 26-27 Independent Contractor Agreement for Rosanna Ayers.

Section: IV. Action Items
Item: D. Consideration & Approval of the 26-27 Independent Contractor Agreement for Rosanna Ayers.
Purpose:
Submitted by:
Related Material:
26-27_Rosanna Ayers Independent Contractor Agreement (08.20.2026) [SIGNED] (1).pdf



GOLDEN CHARTER ACADEMY

INDEPENDENT CONTRACTOR AGREEMENT

Between

GOLDEN CHARTER ACADEMY PUBLIC CHARTER SCHOOL

And

ROSANNA AYERS

A. THE PARTIES

THIS INDEPENDENT CONTRACTOR AGREEMENT (herein referred to as the (“Agreement”)) is made by and between GOLDEN CHARTER ACADEMY (herein referred to as the “AGENCY”) with a mailing address of 452 N Pacific Ave., Fresno, CA 93706.

AND

Rosanna Ayers, a company (hereinafter referred to as “CONTRACTOR”) with a mailing address of 16814 Tuolumne Street, Madera, CA 93638.

AGENCY and CONTRACTOR are sometimes collectively referred to in the Agreement as the “Parties” or singularly as a “Party” or by their individual names.

WHEREAS, the AGENCY intends to pay the CONTRACTOR for services provided, effective **September 1, 2026**, under the following terms and conditions (see “Proposed Science Instructional Support Partnership” and “Additional Terms” attached).

B. SERVICES

The CONTRACTOR agrees to provide AGENCY with strategy and implementation consulting services (herein referred to as the “Services”), such services and duties to include, but not limited to **Science Instructional Support and Induction Coaching Services**.

C. PAYMENT

The AGENCY agrees to pay for the Services performed by the CONTRACTOR.

The CONTRACTOR agrees to be paid a total of \$44,900 for the school year.

CONTRACTOR shall invoice the AGENCY monthly in the amount of \$4,082 for the duration of the school year.



GOLDEN CHARTER ACADEMY

D. TERMS OF AGREEMENT

The Services provided by the CONTRACTOR shall begin on **September 1, 2026** (or the day the contract is officially signed) and until terminated as set forth below (see “Proposed Science Instructional Support Partnership” and “Additional Terms” attached).

E. INDEPENDENT CONTRACTOR STATUS

The CONTRACTOR, under the code of Internal Revenue Services (IRS), is an independent CONTRACTOR and neither the CONTRACTOR’s employees or contract personnel are, or shall be deemed, the AGENCY’s employees.

F. FEDERAL AND STATE TAXES

Under this Agreement, the AGENCY shall not be responsible for:

1. Withholding FICA, Medicare, Social Security, or any other federal or state withholding taxes from the CONTRACTOR’s payments to employees or personnel to make payments on behalf of the CONTRACTOR; and
2. Making federal or state unemployment compensation contributions on the CONTRACTOR’s behalf; and
3. The payment of all taxes incurred related to or while performing the Services under this Agreement, including all applicable incomes taxes and, if the CONTRACTOR is not a corporation, all applicable self-employment taxes. Upon demand, the CONTRACTOR shall provide the AGENCY with proof that such payments have been made.

G. UNEMPLOYMENT COMPENSATION

The CONTRACTOR shall be solely responsible for the unemployment compensation payments on behalf of their employees and personnel. The CONTRACTOR shall not be entitled to unemployment compensation in connection with the Services performed under this Agreement.

H. WORKERS’ COMPENSATION

The CONTRACTOR shall be responsible for providing all workers’ compensation insurance on behalf of their employees. If the CONTRACTOR hires employees to perform any work under this Agreement, the CONTRACTOR agrees to grant workers’ compensation coverage to the extent required by law. Upon request by the AGENCY, the CONTRACTOR must provide certificates providing workers’ compensation insurance at any time during the performance of the Service.

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GOLDEN CHARTER ACADEMY

I. LIABILITY INSURANCE

The CONTRACTOR agrees to bear all responsibility for the actions related to themselves and their employees or personnel under this Agreement. In addition, the CONTRACTOR agrees to obtain comprehensive liability insurance coverage in case of bodily injury, personal injury, property damage, contractual liability, and cross-liability.

There shall be no minimum required amount for the liability insurance.

J. INDEMNIFICATION

The CONTRACTOR shall indemnify and hold the AGENCY harmless from any loss or liability from performing the Services under this Agreement.

K. TERMINATION OF AGREEMENT

This Agreement shall terminate at the discretion of either party. Either Party may terminate this Agreement, without cause, at any time by delivering at least fourteen (14) days written notice to the other party:

A material breach of the other party; or any act exposing the other party to liability to others for personal injury or property damage.

L. EXCLUSIVE AGREEMENT

This entire Agreement is between the AGENCY and CONTRACTOR.

M. RESOLVING DISPUTES

If a dispute arises under this Agreement, any party may take the matter to a California state court.

N. PROPRIETARY INFORMATION

Proprietary information, under this Agreement, shall include:

1. The product of all work performed under this Agreement (herein referred to as the "Work Product"), including without limitation all notes, reports, documentation, drawings, computer programs, inventions, creations, works, devices, models, works-in-progress, and deliverables, will be the sole property of the AGENCY, and CONTRACTOR hereby assigns to the AGENCY all right, title, and interest therein, including, but not limited to, all audiovisual, literary, moral rights and other copyrights, patent rights, trade secret rights, and other proprietary rights therein.



GOLDEN CHARTER ACADEMY

CONTRACTOR retains no right to use the Work Product and agrees not to challenge the validity of the AGENCY's ownership in the Work Product; and

2. CONTRACTOR hereby assigned to the AGENCY all right, title, and interest in any and all photographic images and videos or audio recordings made by the AGENCY during CONTRACTOR's work for them, including, but not limited to, any royalties, proceeds, or other benefits derived from such photographs or recordings; and
3. The AGENCY will be entitled to use CONTRACTOR's name and/or likeness use in advertising and other materials.

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This Agreement does not create a partnership relationship between the AGENCY and the CONTRACTOR. Unless otherwise directed, the CONTRACTOR shall have no authority to enter into contracts on AGENCY's behalf or represent the AGENCY in any manner unless approved by AGENCY.

P. GOVERNING LAW AND VENUE

The rights and obligations of the Parties under or arising out of, and the enforcement and interpretation of, this Agreement shall be governed by the laws of the State of California. The venue of any lawsuit concerning this Agreement, or the rights and duties of any Party in relation hereto, shall be Fresno County Superior Court or in the United States District Court, Eastern District of California (Fresno).

Q. SEVERABILITY

This Agreement shall remain in effect in the event of a section or provision is unenforceable or invalid. All remaining sections and provisions shall be deemed legally binding unless a court rules that any such provision or section is invalid or unenforceable, thus, limiting the effect of another provision or section. In such case, the affected provision or section shall be enforced as so limited.

R. WAIVER OF BREACH

Any waiver by the AGENCY of a breach of any section of this Agreement by the CONTRACTOR shall not operate or be construed as a waiver of any subsequent breach by the CONTRACTOR.

S. ENTIRE AGREEMENT

This Agreement, along with any attachments or addendums, represents the entire agreement between the parties. Therefore, this Agreement supersedes any prior agreements, promises, conditions, or understanding between the AGENCY and CONTRACTOR.



GOLDEN CHARTER ACADEMY

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the day and year first written above.

AGENCY

DocuSigned by:

Dr. Stephen Morris

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Superintendent-Principal, **Stephen Morris, Ed.D.**

8/20/2026

Date

CONTRACTOR

DocuSigned by:

Rosanna Ayers

3B1195A1DDA546A...

Independent Contractor, **Rosanna Ayers**

8/20/2026

Date

***This Independent Contractor Agreement is subject to ratification by
the Governing Board of Golden Charter Academy.***

Golden Charter Academy

Proposed Science Instructional Support Partnership

2026–2027 School Year

Purpose

As Golden Charter Academy continues to develop and implement its instructional vision, we are seeking specialized science instructional support to strengthen classroom implementation, teacher capacity, and the integration of science throughout the student learning experience.

Golden Charter Academy's science framework is intentionally designed to connect standards-based science instruction with environmental education, place-based learning, agricultural experiences, culturally relevant pedagogy, and our Zoo Curriculum. This partnership is intended to support teachers in effectively implementing that framework through the integration of Amplify Science, environmental learning experiences, local phenomena, and culturally relevant instructional practices.

Areas of Focus

Science Curriculum Implementation Support

- Amplify Science implementation
- Zoo Curriculum integration
- Environmental and place-based learning
- Local phenomena investigations
- Agricultural and community-based science experiences
- Interdisciplinary science connections

NGSS Instructional Expertise

- Three-dimensional learning
- Phenomena-based instruction
- Science and Engineering Practices
- Crosscutting Concepts
- Engineering design processes
- Scientific discourse and argumentation
- Inquiry-based instructional practices
- Equity-centered science instruction
- Culturally relevant science pedagogy

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Teacher Support and Capacity Building

- Demonstration lessons
- Co-planning sessions
- Instructional Learning Labs
- Science Support Sessions
- Individual teacher support
- Grade-level team support
- Content-specific instructional guidance
- Science implementation consultation

Science Implementation Feedback

Provide science-specific implementation feedback for identified classrooms requiring additional support. Feedback is intended to strengthen science instruction and is separate from formal evaluation systems.

Science Advisory and Implementation Partnership

Collaborate with:

- Director of Curriculum & Instruction
- Amanda (Agricultural Science)
- Dr. Rosanna Ruiz
- Bryce
- Site Administration

to strengthen implementation of Golden Charter Academy's science vision and instructional priorities.

Annual Support Schedule

Phase	Timeline	Frequency	Focus
Phase I: Summer Science Institute	July 2026	5 Days	Amplify Science implementation planning, Zoo Curriculum integration, environmental learning, local phenomena planning, culturally relevant science instruction, grade-level planning, instructional learning labs
Phase II: Intensive Implementation Support	August–October 2026	2 Days Per Week	Demonstration lessons, instructional learning labs, science support sessions, co-planning, grade-level planning, Amplify implementation, Zoo Curriculum integration, local phenomena integration, science implementation feedback

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Phase	Timeline	Frequency	Focus
Phase III: Refinement & Capacity Building	November 2026– February 2027	1 Day Per Week	Teacher planning support, lesson refinement, science support sessions, instructional learning labs, NGSS implementation, science team collaboration, culturally relevant science practices
Winter Science Institute	January 2027	1–2 Days	Midyear reflection, spring planning, strengthening science instruction, teacher collaboration, culturally relevant science practices, local phenomena integration
Phase IV: Strategic Spring Support	March–May 2027	Strategic Visits As Needed	Pre-testing support, implementation troubleshooting, sustainability planning, end-of-year reflection, preparation for the following school year

Support Activities by Category

Category	Activities
Instructional Learning Labs	Embedded science learning experiences where teachers observe, practice, refine, and discuss effective science instruction aligned to NGSS and Golden Charter Academy priorities.
Science Support Sessions	Targeted support meetings focused on implementation challenges, instructional planning, science integration, and teacher questions.
Demonstration Lessons	Model science instruction demonstrating effective inquiry-based, phenomena-driven, and culturally relevant science teaching practices.
Teacher Planning Support	Individual and grade-level planning support focused on lesson implementation, science integration, and instructional decision-making.
Science Team Collaboration	Ongoing collaboration with the science leadership team to strengthen implementation and alignment of science priorities across the school.
Science Implementation Feedback	Science-specific instructional feedback for identified classrooms to strengthen implementation of NGSS, inquiry practices, and science integration efforts.

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Proposed Investment

Service	Cost
Professional Services	\$32,400
Mileage & Travel	\$4,500
Total Investment	\$36,900

Revised Scope of Work

The revised structure reflects Golden Charter Academy's current instructional priorities.

The partnership is focused on:

- Science implementation
- Teacher capacity building
- Amplify Science implementation
- Zoo Curriculum integration
- Environmental and place-based learning
- Local phenomena integration
- NGSS instructional expertise
- Instructional Learning Labs
- Science Support Sessions
- Demonstration lessons
- Culturally relevant science instruction

The partnership is not intended to focus on:

- Curriculum selection
- Curriculum pilot development
- Schoolwide systems development
- Assessment system design
- Mathematics coaching
- Schoolwide data analysis responsibilities

Desired Outcomes

By the conclusion of the partnership, Golden Charter Academy seeks to achieve:

- Strong implementation of Amplify Science
- Meaningful integration of the Zoo Curriculum into science instruction

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- Increased teacher confidence in science instruction
- Strong alignment to NGSS instructional practices
- Increased use of local phenomena and environmental learning opportunities
- Effective inquiry-based instructional practices across grade levels
- Increased student engagement in science learning
- Increased teacher capacity to implement culturally responsive and culturally relevant science instruction
- Stronger connections between science learning, student identity, community, and lived experience
- Equitable access to high-quality inquiry-based science experiences for all students
- A sustainable science implementation model that supports Golden Charter Academy's long-term instructional vision

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Additional Contract Terms

Induction Coaching Services 2026-2027 SY

Four (4) Teachers
\$2000 Per Techer

Science Instructional Support Partnership and Induction Coaching Services shall terminate at the conclusion of the 2026–2027 school year, effective May 28, 2027.

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Independent Contractor Initials

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Agency Initials

Coversheet

Consideration & Approval of the 26-27 Independent Contractor Agreement for Jim Scheible.

Section: IV. Action Items
Item: E. Consideration & Approval of the 26-27 Independent Contractor Agreement for Jim Scheible.
Purpose:
Submitted by:
Related Material:
2026.3.9_Independent Consultant Agreement (Jim Scheible) [SIGNED] (1).pdf
2026.6.10_Independent Consultant Agreement (Jim Scheible) [SIGNED] (1).pdf

Independent Consultant Agreement

This Independent Consultant Agreement (the “Agreement”) is entered into by and between Jim Scheible (“Consultant”), and Golden Charter Academy (“Golden” or “GCA”), a California nonprofit corporation (“Client”). Together Consultant and Client shall be known as the “Parties” or individually as “Party”.

Client wishes to engage Consultant through this Agreement to assist Client in carrying out its mission and have Consultant provide certain services to Client.

NOW, THEREFORE, in consideration of the mutual promises of the parties, and other good and valuable consideration (the receipt and sufficiency of which are acknowledged hereby), Consultant and Client agree as follows:

1. Engagement of Consultant: Subject to the terms and conditions set forth in this Agreement and effective as of the date noted below by Client, Client hereby engages Consultant and Consultant hereby agrees to be so engaged, to provide the “Work OR Project” as described in Exhibit A of the Agreement.

2. Work:

2.1 Definition: The services and/or the products (collectively, the “Work”) to be provided by Consultant are set forth in Exhibit A of the Agreement and incorporated herein by this reference.

2.2 Acceptance: Client shall have the right to monitor performance aspects of the Work and to notify Consultant if Client determines that performance of the Work does not meet the requirements of the Work or Project as described in Exhibit A. If Client so notifies Consultant, Consultant shall take prompt action to make such Work or Project acceptable. If Consultant is unable to make such Work acceptable to Client within a reasonable period of time, Client may refuse to accept such Work and shall be relieved of its obligation to pay for such referenced Work. In addition, if Client deems that the Work refused is material to the successful completion of the Project, Client shall have the right to terminate this Agreement, in addition to all other rights and remedies available to Client under this Agreement at law or in equity.

3. Professional Fees: As sole and exclusive consideration to Consultant for providing the Work, Client shall pay \$250 per hour for work conducted. This is provided that Consultant does not exceed a total of ten (10) hours of Work, per the term of this agreement. The schedule of hours per week and other necessary deadlines will be as required and as determined between Client and Consultant.

And, further that Client has determined, in accordance with reasonable acceptance criteria that the Work of Consultant for which compensation is due complies with the Work as described in Exhibit A in all material respects.

Consultant shall invoice Client monthly for Work for the duration of the Agreement. Providing the Work is acceptable to Client, Client shall make payments within thirty (30) days of receiving Consultant's invoice. Consultant shall maintain full and complete records including, but not limited to, hours spent and description of the Work, relevant to the Work provided under this Agreement, which shall be made available to Client upon request.

4. Representations and Warranties:

4.1 Performance: Consultant represents and warrants that it has the qualifications and skills necessary to and shall perform the Work under this Agreement in a competent, professional manner; the Work shall be performed in a manner satisfactory to Client and in accordance with commercially reasonable standards; Consultant shall, at its cost, prepare and deliver to Client such reports as are reasonably required from time to time by Client; and failure to perform all the Work required under this Agreement constitutes a material breach of this Agreement.

4.2 Power and Authority: Binding Obligation. Consultant represents and warrants that it has the full power and authority to enter into this Agreement and perform the Work; the execution, delivery and performance of this Agreement have been authorized by all requisite action; and this Agreement constitutes the legal, valid and binding obligation of Consultant.

4.3 No Violation: Consultant is in full compliance with all applicable laws, rules and regulations, and the execution, delivery and performance of its obligations under this Agreement will not violate any of the foregoing.

4.4 No Infringement: Consultant represents and warrants that the provision and uses of the Work will not violate or infringe any third-party rights, including, without limitation, all intellectual property rights.

4.5 Records: Consultant represents and warrants that it shall maintain and retain all records in connection with the Work as required by and for the time required by all applicable law, regulations and rules.

5. Proprietary Rights: Consultant and Client shall jointly own all right, title and interest in and to the Work and any proprietary information, including without limitation, all discoveries, inventions, improvements, copyrights, patents and trademarks, arising from the Work or Consultant's performance under this Agreement.

6. Indemnity: Consultant shall, at all times, indemnify and hold harmless Client, its officers, directors, employees, agents, counsel and advisors (each an "Indemnified Person") in connection with all claims, liabilities, obligations, damages, losses, penalties, actions, judgements, suits, costs, expenses or disbursements of any kind or nature whatsoever, including but not limited to reasonable attorneys' fees (collectively "Losses"), that may be imposed on, incurred by or asserted against any Indemnified Person in any way relating or arising out of this Agreement or any Work contemplated hereby, but only for such Losses caused by, arising from, or related to negligent or malicious acts or omissions of Consultant, its officers, directors, agents, employees, or any person or entity through which Consultant performs Work for Client. All Losses imposed or sought to be imposed upon Client to pay with any withholding taxes, Social Security, unemployment or disability insurance, employee benefits or similar items, including interest and penalties thereon, in connection with claims therefore made against Client by any governmental entity, regulatory authority or third party; and any work related, or allegedly work related, disability of any person through whom Consultant performs services or Work for Client.

7. Term: The term of this Agreement will end on June 30, 2026.

8. Termination: Client or Consultant may terminate this Agreement without cause by giving either Party fifteen (15) days prior written notice.

9. Effect of Termination: Upon the expiration or termination of this Agreement, Consultant shall have no claim against Client for any damages which may arise as a result of the expiration or termination, unless such damages arise from the breach of a provision of this Agreement by Client. The expiration or termination of this Agreement will not relieve Client from its obligations to pay Professional Fees in accordance with Section Three (3) of this Agreement for Work rendered in accordance with this Agreement prior to such expiration or termination.

10. Dispute Resolution: In the event of any dispute, claim or controversy between or among the Parties arising out of or relating to this Agreement (collectively, "Dispute(s)"), the Dispute will be resolved by and through an arbitration proceeding before a sole arbitrator to be conducted under the auspices of and pursuant to the Commercial Arbitration Rules of the American Rules of the American Arbitration Association. The arbitration proceeding will be conducted in as expedited a manner as is then permitted by such rules. The arbitrator will be mutually selected and agreed upon by the parties. If the parties are unable to so select an arbitrator, each Party will name an arbitrator and those arbitrators will select the sole arbitrator. Both the foregoing agreement of the parties to arbitrate any and all Disputes, and the results, determinations, findings, judgements and/or awards rendered through any such arbitration shall be final and binding on the parties and may be specifically enforced by legal proceedings in any court of competent jurisdiction.

11. Taxes and Employment Expenses: Client shall not withhold from the Professional Fees any taxes or other amounts that would otherwise be withheld from an employee of Client. Consultant shall be solely responsible for the payment of any taxes imposed on the performance of the

Work or its receipt of the Professional Fees. Consultant shall be solely responsible for the payment of any and all taxes, including but not limited to, withholding of income taxes, payment of estimated income taxes, Social Security taxes, State Disability Insurance taxes, and employer's liability for work-related disabilities with respect to or in connection with the personnel through whom Consultant performs the Work.

12. Education Code Compliance: Consultant shall have fingerprint clearance through the California Department of Justice and shall pay for such service at Consultant's own expense. In addition, if Consultant is present consistently on the Client's school campus, then Consultant must provide the Client's Human Resources Department with a tuberculosis test indicating a negative reading.

13. Use of Client Name: Consultant shall not use the name, insignia, or any facsimile of Client material for any purpose, including but not limited to advertising, client list, or references, with the express prior authorization of the Client.

14. Confidentiality/No Conflict of Interest: Consultant agrees that all student and Client's lists, email addresses used by Client's employees or students, services, products, student records, plans, reports, marketing, expansion, technology, and processes of Client are valuable, special and unique assets of Client (collectively "Confidential Information"). Consultant acknowledges they may have access to and knowledge of Confidential Information and that access to and knowledge of Confidential Information may be essential to the performance of their duties under this Agreement. In consideration of Consultant's access to this Confidential Information, Consultant agrees that, except as specifically authorized in writing by Client, the Consultant will not, directly or indirectly, (i) disclose any Confidential Information to any person or entity, (ii) make use of any Confidential Information for Consultant's own purposes or for the benefit of any other person or entity, other than Client. Consultant shall comply with all federal, state, and local laws, rules, and regulations in relation to the direct performance of the assigned duties by Client. During the entirety of this Agreement, Consultant will not accept work, enter into a contract, or accept an obligation that is inconsistent or incompatible with Consultant's obligations to Client's charters and mission statement. Consultant warrants and represents that, to the best of Consultant's knowledge, there is no other contract or duty on Consultant's part which conflicts with or is inconsistent with this Agreement.

15. Relationship of Parties: Under no circumstances shall Consultant look to Client as their employer, or as a partner, agent, or principal. No joint venture, partnership, employment, agency or similar arrangement is created between the Parties by this Agreement. Consultant has no fiduciary obligation to Client but instead a contractual one described by the terms of this Agreement. Consultant shall not be entitled to any benefits afforded to Client's employees including, but not limited to, worker's compensation, disability insurance, vacation or sick pay. Client will report all fees paid to Consultant to the IRS on Form 1099. Neither Client nor Consultant shall have any right, power, or authority to create any obligation, expressed or implied, on behalf of the other. Consultant will have no authority to act on or enter into any contract or understanding, incur any liability or make any representation on behalf of Client

without first obtaining specific written instructions from an authorized officer of Client. Neither Party has the right or power to act for or on behalf of the other or to bind the other in any respect other than as expressly provided for in this Agreement. This Section shall survive the termination of this Agreement.

16. General Provisions:

16.1 Governing Law and Venue: This Agreement will be construed and enforced in accordance with the internal laws of California irrespective of its conflicts of law rules. The Parties hereby consent to the jurisdiction of, and venue in, the courts of California to enforce any arbitration award or to hear any application for injunctive relief as provided for in this agreement.

16.2 Attorneys' Fees: If either Party commences an arbitration against the other Party or brings an action in connection with such an arbitration, including an action to compel arbitration, to confirm or vacate any arbitration judgement or award, or to enforce the same, the unsuccessful Party shall pay to the prevailing Party all reasonable attorneys' fees and costs incurred in connection therewith by the prevailing Party, in addition to any other relief to which it may be entitled.

16.3 Entire Agreement: This Agreement (and all recitals, and all schedules and the exhibit attached hereto, which are hereby incorporated by reference) constitutes the entire understanding between the Parties and replaces and supersedes any and all prior and contemporaneous agreements and understandings, whether oral or written, express or implied, between the Parties with respect to the subject matter hereof.

16.4 Amendment: Except as otherwise provided herein, neither this Agreement nor any of its provisions may be amended, supplemented, modified or waived except by a writing duly executed by each of the Parties hereto.

16.5 Waiver: No waiver of any provision or consent to any action hereunder will constitute a waiver of any of the other provision or consent to any other action, nor will such waiver or consent constitute a continuing waiver or consent or commit any party to provide a past or future waiver or consent.

16.6 Rights Cumulative: The rights, privileges and remedies provided for herein are cumulative and are not exclusive of any other rights, privileges or remedies provided by law or equity. The assertion of any right, privilege or remedy hereunder shall not prevent the concurrent or successive assertion of any other appropriate right, privilege or remedy.

16.7 Severability: If any provision of this Agreement is determined to be illegal invalid or otherwise unenforceable by an arbitrator, court or tribunal of competent jurisdiction, then to the extent necessary to make such provision and/or this Agreement legal, valid

or otherwise enforceable, such provision will be limited, construed or severed and deleted from this Agreement, and the remaining portion of such provisions hereof will survive, and remain in full force and effect.

16.8 Successors and Assigns: This Agreement will be binding upon and inure to the benefit of the Parties and their respective successors and permitted assignors.

16.9 Assignment: This Agreement is not assignable or delegable in whole or in part by Consultant without the prior written consent of Client, and any assignment or attempt to assign or delegation or attempt to delegate in violation of this Section will be of no force or effect.

16.10 No Third-Party Rights: This Agreement is made solely for the benefit of the Parties hereto and does not, and will not be construed to, grant any rights or remedies to any other person or entity other than as expressly provided for in this Agreement.

16.11 Interpretation: In this Agreement, whenever the context so requires, the masculine, feminine or neutral gender, and the singular or plural number or tense, will include the others.

16.12 Headings: Headings and captions are for convenience only and are not to be used in the interpretation of this Agreement.

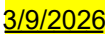
16.13 Counterparts: This Agreement may be executed in one or more counterparts, each of which will be deemed an original and all of which taken together shall constitute one and the same document.

16.14 Notices: Any notice or other communication hereunder will be given in writing and be either (i) delivered in person, (ii) delivered by overnight FedEx or similar overnight commercial delivery service, or (iii) mailed by certified mail, postage prepaid, return receipt requested. Each such notice or other communication will be effective (i) if given by mail, five (5) days after such communication is deposited in the mail and addressed as aforesaid, (ii) if given by overnight FedEx or similar overnight commercial delivery service, one (1) business day after such communication is deposited with such service and addressed as aforesaid, and (iii) if given by any other means, when actually received. Notices to Parties under this Section will be given at the applicable address set forth below at the signature page hereto or at such other address as may be given from time to time under the terms of this Agreement.

16.15 Further Assurances: Each Party shall execute and deliver all such further documents and instruments and take all such further actions as may be reasonably required or appropriate to carry out the intent and purposes of this Agreement.

IN WITNESS WHEREOF, the parties have executed the Agreement as of the date first written above.

Signature: 

Date: 

Dr. Stephen Morris

Head of School

Golden Charter Academy

1626 W. Princeton Avenue

Fresno, CA 93705

Signature: 

Date: 3/9/26

Jim Scheible

(858) 472-1090

jim.scheible@gmail.com

1904 1/2 E Street

Sacramento, CA 95811

Exhibit A - Work or Project

- I. Support, in collaboration with Stephen Morris and Manpreet Gill, and their designee(s), the implementation of data driven instruction with the aim of maximizing growth and achievement of students in the 2025-26 school year.
- II. Support, in collaboration with Stephen Morris and his designee(s), the completion of additional, aligned, emerging work as assigned by Client.

Independent Consultant Agreement

This Independent Consultant Agreement (the “Agreement”) is entered into by and between Jim Scheible (“Consultant”), and Golden Charter Academy (“Golden” or “GCA”), a California nonprofit corporation (“Client”). Together Consultant and Client shall be known as the “Parties” or individually as “Party”.

Client wishes to engage Consultant through this Agreement to assist Client in carrying out its mission and have Consultant provide certain services to Client.

NOW, THEREFORE, in consideration of the mutual promises of the parties, and other good and valuable consideration (the receipt and sufficiency of which are acknowledged hereby), Consultant and Client agree as follows:

1. Engagement of Consultant: Subject to the terms and conditions set forth in this Agreement and effective as of the date noted below by Client, Client hereby engages Consultant and Consultant hereby agrees to be so engaged, to provide the “Work OR Project” as described in Exhibits A and B of the Agreement.

2. Work:

2.1 Definition: The services and/or the products (collectively, the “Work”) to be provided by Consultant are set forth in Exhibits A and B of the Agreement and incorporated herein by this reference.

2.2 Acceptance: Client shall have the right to monitor performance aspects of the Work and to notify Consultant if Client determines that performance of the Work does not meet the requirements of the Work or Project as described in Exhibits A and B. If Client so notifies Consultant, Consultant shall take prompt action to make such Work or Project acceptable. If Consultant is unable to make such Work acceptable to Client within a reasonable period of time, Client may refuse to accept such Work and shall be relieved of its obligation to pay for such referenced Work. In addition, if Client deems that the Work refused is material to the successful completion of the Project, Client shall have the right to terminate this Agreement, in addition to all other rights and remedies available to Client under this Agreement at law or in equity.

3. Professional Fees: As sole and exclusive consideration to Consultant for providing the Work, Client shall pay \$250 per hour for work conducted. This is provided that Consultant does not exceed a total of forty (40) hours of Work, per the term of this agreement. The schedule of hours per week and other necessary deadlines will be as required and as determined between Client and Consultant.

And, further that Client has determined, in accordance with reasonable acceptance criteria that the Work of Consultant for which compensation is due complies with the Work as described in Exhibits A and B in all material respects.

Consultant shall invoice Client monthly for Work for the duration of the Agreement. Providing the Work is acceptable to Client, Client shall make payments within thirty (30) days of receiving Consultant's invoice. Consultant shall maintain full and complete records including, but not limited to, hours spent and description of the Work, relevant to the Work provided under this Agreement, which shall be made available to Client upon request.

4. Representations and Warranties:

4.1 Performance: Consultant represents and warrants that it has the qualifications and skills necessary to and shall perform the Work under this Agreement in a competent, professional manner; the Work shall be performed in a manner satisfactory to Client and in accordance with commercially reasonable standards; Consultant shall, at its cost, prepare and deliver to Client such reports as are reasonably required from time to time by Client; and failure to perform all the Work required under this Agreement constitutes a material breach of this Agreement.

4.2 Power and Authority: Binding Obligation. Consultant represents and warrants that it has the full power and authority to enter into this Agreement and perform the Work; the execution, delivery and performance of this Agreement have been authorized by all requisite action; and this Agreement constitutes the legal, valid and binding obligation of Consultant.

4.3 No Violation: Consultant is in full compliance with all applicable laws, rules and regulations, and the execution, delivery and performance of its obligations under this Agreement will not violate any of the foregoing.

4.4 No Infringement: Consultant represents and warrants that the provision and uses of the Work will not violate or infringe any third-party rights, including, without limitation, all intellectual property rights.

4.5 Records: Consultant represents and warrants that it shall maintain and retain all records in connection with the Work as required by and for the time required by all applicable law, regulations and rules.

5. Proprietary Rights: Consultant and Client shall jointly own all right, title and interest in and to the Work and any proprietary information, including without limitation, all discoveries, inventions, improvements, copyrights, patents and trademarks, arising from the Work or Consultant's performance under this Agreement.

6. Indemnity: Consultant shall, at all times, indemnify and hold harmless Client, its officers, directors, employees, agents, counsel and advisors (each an "Indemnified Person") in connection with all claims, liabilities, obligations, damages, losses, penalties, actions, judgements, suits, costs, expenses or disbursements of any kind or nature whatsoever, including but not limited to reasonable attorneys' fees (collectively "Losses"), that may be imposed on, incurred by or asserted against any Indemnified Person in any way relating or arising out of this Agreement or any Work contemplated hereby, but only for such Losses caused by, arising from, or related to negligent or malicious acts or omissions of Consultant, its officers, directors, agents, employees, or any person or entity through which Consultant performs Work for Client. All Losses imposed or sought to be imposed upon Client to pay with any withholding taxes, Social Security, unemployment or disability insurance, employee benefits or similar items, including interest and penalties thereon, in connection with claims therefore made against Client by any governmental entity, regulatory authority or third party; and any work related, or allegedly work related, disability of any person through whom Consultant performs services or Work for Client.

7. Term: The term of this Agreement will end on December 31, 2026, or when the maximum hours in section 3 have been exhausted. The term of this Agreement may be extended by mutual, written agreement between the parties.

8. Termination: Client or Consultant may terminate this Agreement without cause by giving either Party fifteen (15) days prior written notice.

9. Effect of Termination: Upon the expiration or termination of this Agreement, Consultant shall have no claim against Client for any damages which may arise as a result of the expiration or termination, unless such damages arise from the breach of a provision of this Agreement by Client. The expiration or termination of this Agreement will not relieve Client from its obligations to pay Professional Fees in accordance with Section Three (3) of this Agreement for Work rendered in accordance with this Agreement prior to such expiration or termination.

10. Dispute Resolution: In the event of any dispute, claim or controversy between or among the Parties arising out of or relating to this Agreement (collectively, "Dispute(s)"), the Dispute will be resolved by and through an arbitration proceeding before a sole arbitrator to be conducted under the auspices of and pursuant to the Commercial Arbitration Rules of the American Rules of the American Arbitration Association. The arbitration proceeding will be conducted in as expedited a manner as is then permitted by such rules. The arbitrator will be mutually selected and agreed upon by the parties. If the parties are unable to so select an arbitrator, each Party will name an arbitrator and those arbitrators will select the sole arbitrator. Both the foregoing agreement of the parties to arbitrate any and all Disputes, and the results, determinations, findings, judgements and/or awards rendered through any such arbitration shall be final and binding on the parties and may be specifically enforced by legal proceedings in any court of competent jurisdiction.

11. Taxes and Employment Expenses: Client shall not withhold from the Professional Fees any taxes or other amounts that would otherwise be withheld from an employee of Client. Consultant shall be solely responsible for the payment of any taxes imposed on the performance of the Work or its receipt of the Professional Fees. Consultant shall be solely responsible for the payment of any and all taxes, including but not limited to, withholding of income taxes, payment of estimated income taxes, Social Security taxes, State Disability Insurance taxes, and employer's liability for work-related disabilities with respect to or in connection with the personnel through whom Consultant performs the Work.

12. Education Code Compliance: Consultant shall have fingerprint clearance through the California Department of Justice and shall pay for such service at Consultant's own expense. In addition, if Consultant is present consistently on the Client's school campus, then Consultant must provide the Client's Human Resources Department with a tuberculosis test indicating a negative reading.

13. Use of Client Name: Consultant shall not use the name, insignia, or any facsimile of Client material for any purpose, including but not limited to advertising, client list, or references, with the express prior authorization of the Client.

14. Confidentiality/No Conflict of Interest: Consultant agrees that all student and Client's lists, email addresses used by Client's employees or students, services, products, student records, plans, reports, marketing, expansion, technology, and processes of Client are valuable, special and unique assets of Client (collectively "Confidential Information"). Consultant acknowledges they may have access to and knowledge of Confidential Information and that access to and knowledge of Confidential Information may be essential to the performance of their duties under this Agreement. In consideration of Consultant's access to this Confidential Information, Consultant agrees that, except as specifically authorized in writing by Client, the Consultant will not, directly or indirectly, (i) disclose any Confidential Information to any person or entity, (ii) make use of any Confidential Information for Consultant's own purposes or for the benefit of any other person or entity, other than Client. Consultant shall comply with all federal, state, and local laws, rules, and regulations in relation to the direct performance of the assigned duties by Client. During the entirety of this Agreement, Consultant will not accept work, enter into a contract, or accept an obligation that is inconsistent or incompatible with Consultant's obligations to Client's charters and mission statement. Consultant warrants and represents that, to the best of Consultant's knowledge, there is no other contract or duty on Consultant's part which conflicts with or is inconsistent with this Agreement.

15. Relationship of Parties: Under no circumstances shall Consultant look to Client as their employer, or as a partner, agent, or principal. No joint venture, partnership, employment, agency or similar arrangement is created between the Parties by this Agreement. Consultant has no fiduciary obligation to Client but instead a contractual one described by the terms of this Agreement. Consultant shall not be entitled to any benefits afforded to Client's employees including, but not limited to, worker's compensation, disability insurance, vacation or sick pay. Client will report all fees paid to Consultant to the IRS on Form 1099. Neither Client nor

Consultant shall have any right, power, or authority to create any obligation, expressed or implied, on behalf of the other. Consultant will have no authority to act on or enter into any contract or understanding, incur any liability or make any representation on behalf of Client without first obtaining specific written instructions from an authorized officer of Client. Neither Party has the right or power to act for or on behalf of the other or to bind the other in any respect other than as expressly provided for in this Agreement. This Section shall survive the termination of this Agreement.

16. General Provisions:

16.1 Governing Law and Venue: This Agreement will be construed and enforced in accordance with the internal laws of California irrespective of its conflicts of law rules. The Parties hereby consent to the jurisdiction of, and venue in, the courts of California to enforce any arbitration award or to hear any application for injunctive relief as provided for in this agreement.

16.2 Attorneys' Fees: If either Party commences an arbitration against the other Party or brings an action in connection with such an arbitration, including an action to compel arbitration, to confirm or vacate any arbitration judgement or award, or to enforce the same, the unsuccessful Party shall pay to the prevailing Party all reasonable attorneys' fees and costs incurred in connection therewith by the prevailing Party, in addition to any other relief to which it may be entitled.

16.3 Entire Agreement: This Agreement (and all recitals, and all schedules and exhibits attached hereto, which are hereby incorporated by reference) constitutes the entire understanding between the Parties and replaces and supersedes any and all prior and contemporaneous agreements and understandings, whether oral or written, express or implied, between the Parties with respect to the subject matter hereof.

16.4 Amendment: Except as otherwise provided herein, neither this Agreement nor any of its provisions may be amended, supplemented, modified or waived except by a writing duly executed by each of the Parties hereto.

16.5 Waiver: No waiver of any provision or consent to any action hereunder will constitute a waiver of any of the other provision or consent to any other action, nor will such waiver or consent constitute a continuing waiver or consent or commit any party to provide a past or future waiver or consent.

16.6 Rights Cumulative: The rights, privileges and remedies provided for herein are cumulative and are not exclusive of any other rights, privileges or remedies provided by law or equity. The assertion of any right, privilege or remedy hereunder shall not prevent the concurrent or successive assertion of any other appropriate right, privilege or remedy.

16.7 Severability: If any provision of this Agreement is determined to be illegal invalid or otherwise unenforceable by an arbitrator, court or tribunal of competent jurisdiction, then to the extent necessary to make such provision and/or this Agreement legal, valid or otherwise enforceable, such provision will be limited, construed or severed and deleted from this Agreement, and the remaining portion of such provisions hereof will survive, and remain in full force and effect.

16.8 Successors and Assigns: This Agreement will be binding upon and inure to the benefit of the Parties and their respective successors and permitted assignors.

16.9 Assignment: This Agreement is not assignable or delegable in whole or in part by Consultant without the prior written consent of Client, and any assignment or attempt to assign or delegation or attempt to delegate in violation of this Section will be of no force or effect.

16.10 No Third-Party Rights: This Agreement is made solely for the benefit of the Parties hereto and does not, and will not be construed to, grant any rights or remedies to any other person or entity other than as expressly provided for in this Agreement.

16.11 Interpretation: In this Agreement, whenever the context so requires, the masculine, feminine or neutral gender, and the singular or plural number or tense, will include the others.

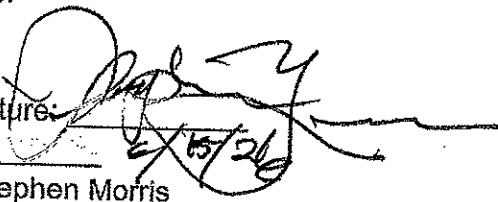
16.12 Headings: Headings and captions are for convenience only and are not to be used in the interpretation of this Agreement.

16.13 Counterparts: This Agreement may be executed in one or more counterparts, each of which will be deemed an original and all of which taken together shall constitute one and the same document.

16.14 Notices: Any notice or other communication hereunder will be given in writing and be either (i) delivered in person, (ii) delivered by overnight FedEx or similar overnight commercial delivery service, or (iii) mailed by certified mail, postage prepaid, return receipt requested. Each such notice or other communication will be effective (i) if given by mail, five (5) days after such communication is deposited in the mail and addressed as aforesaid, (ii) if given by overnight FedEx or similar overnight commercial delivery service, one (1) business day after such communication is deposited with such service and addressed as aforesaid, and (iii) if given by any other means, when actually received. Notices to Parties under this Section will be given at the applicable address set forth below at the signature page hereto or at such other address as may be given from time to time under the terms of this Agreement.

16.15 Further Assurances: Each Party shall execute and deliver all such further documents and instruments and take all such further actions as may be reasonably required or appropriate to carry out the intent and purposes of this Agreement.

IN WITNESS WHEREOF, the parties have executed the Agreement as of the date first written above.

Signature: 

Date: 6/15/26

Dr. Stephen Morris

Head of School

Golden Charter Academy

1626 W. Princeton Avenue

Fresno, CA 93705

Signature:



Date: 6/10/26

Jim Scheible

(858) 472-1090

jim.scheible@gmail.com

1904 1/2 E Street

Sacramento, CA 95811

Exhibit A - Work or Project

- I. Prepare, in collaboration with Dr. Stephen Morris and his designee(s), a draft renewal charter petition for Golden Charter Academy for renewal in the 2026-27 school year, including the following:
 - A. Online shared workspace (e.g. folder system in Google Drive) where the petitions and the component parts will be stored as well as updated by the parties.
 - B. For each charter petition component (listed below), and with the exception of budget and cash flow:
 1. Outline of each element, including the critical sections/language for each.
 2. Existing language in the Golden petition, identify language to be updated.
 3. For sections needing additional updating (due to the time elapsed since the previous petition was approved) sample language from previously approved petitions (e.g. by the local county office of education) or Allegiance documents (e.g. LCAP, website) with, where appropriate, options for Client to select from.
 - C. Regular updates to Client per the schedule and deadlines agreed to as detailed in Section Three (3), Paragraph One (1).
 - D. Network, where possible due to timing, with key school contacts (e.g. legal). Client will be billed directly by such “contacts” for time spent with consultant and such agreements shall be made between Client and “contacts” prior to any engagement by Consultant.
- II. Support, in collaboration with Stephen Morris and his designee(s), the implementation of data driven instruction and analysis of 2025-26 data pertinent to charter renewal.
- III. Support, in collaboration with Stephen Morris and his designee(s), the completion of additional, aligned, emerging work as assigned by Client.

Exhibit B, continued - Charter Petition Components

- ☐ Introduction
- ☐ Renewal Criteria

Elements 1-15

1. Educational Program
 2. Measurable Pupil Outcomes
 3. Methods of Measurement
 4. Governance Structure
 5. Employee Qualifications
 6. Health & Safety Procedures
 7. Student Population Balance
 8. Admissions Policies and Procedures
 9. Financial Audit
 10. Suspension and Expulsion Policies and Procedures
 11. Employee Retirement Systems
 12. Public School Attendance Alternatives
 13. Employee Return Rights
 14. Dispute Resolution Process
 15. Procedures for School Closure
- ☐ Additional compliance related items:
 - ☐ Affirmations/Declarations
 - ☐ Miscellaneous provisions
 - ☒ ~~Budget and cash flow~~

Coversheet

Consideration & Approval of the 26-27 After-School Program Independent Contractor Agreement for CreativeT, LLC.

Section: IV. Action Items
Item: F. Consideration & Approval of the 26-27 After-School Program
Independent Contractor Agreement for CreativeT, LLC.
Purpose:
Submitted by:
Related Material: 26-27_ CreativeT LLC Independent Contractor Agreement_Exhibit A.pdf



GOLDEN CHARTER ACADEMY

INDEPENDENT CONTRACTOR AGREEMENT

Between

GOLDEN CHARTER ACADEMY PUBLIC CHARTER SCHOOL

And

CREATIVET, LLC

A. THE PARTIES

THIS INDEPENDENT CONTRACTOR AGREEMENT (the “Agreement”) is made by and between GOLDEN CHARTER ACADEMY, a California public charter school (the “AGENCY”), with a mailing address of 452 N. Pacific Ave., Fresno, CA 93706, and CREATIVET, LLC, an After-School Program Independent Contractor (the “CONTRACTOR”), with a mailing address of **[INSERT ADDRESS]**.

AGENCY and CONTRACTOR may be referred to collectively as the “Parties” and individually as a “Party.” This Agreement is effective **August 31, 2026**, subject to Governing Board ratification as stated below.

B. SERVICES AND SCOPE OF WORK

CONTRACTOR shall provide the services described in Exhibit A, Scope of Services, which is incorporated into this Agreement by reference (the “Services”). The scope shall identify, as applicable, deliverables, timelines, expected outcomes, locations, points of contact, and any required reports or documentation.

CONTRACTOR shall perform only those services authorized by AGENCY. Material changes to the scope, compensation, or term must be approved in writing by authorized representatives of both Parties.

C. COMPENSATION, INVOICING, AND EXPENSES

AGENCY shall compensate CONTRACTOR as follows: **\$1500/biweekly**, not to exceed **\$3000/monthly** unless amended in writing.

CONTRACTOR shall be automatically paid in accordance with AGENCY’s semi-monthly payment schedule, with payments scheduled for the 10th and 25th of each month. If a scheduled payment date falls on a weekend or holiday, payment may be received one (1) to two (2) days before or after the scheduled payment date, consistent with AGENCY’s regular payment processing procedures.

No travel, mileage, materials, subcontractor costs, or other expenses shall be reimbursed unless specifically authorized in Exhibit A or approved in advance in writing by AGENCY.



GOLDEN CHARTER ACADEMY

D. TERM OF AGREEMENT

The Services shall begin on **August 31, 2026** (or the date this Agreement is fully executed, if later) and shall continue through **May 28, 2027**, unless earlier terminated under this Agreement. Any extension must be in writing and approved by the Parties.

E. INDEPENDENT CONTRACTOR RELATIONSHIP AND COMPLIANCE

CONTRACTOR is engaged as an independent contractor and not as an employee, agent, joint venturer, or partner of AGENCY. CONTRACTOR shall control the manner and means of performing the Services, subject to the agreed scope, deliverables, deadlines, safety requirements, student-protection requirements, and applicable AGENCY policies.

1. CONTRACTOR represents that it is customarily engaged in an independently established trade, occupation, profession, or business of the same nature as the Services, to the extent required by applicable law.
2. CONTRACTOR may provide services to other clients, provided doing so does not create a conflict of interest, misuse confidential information, or materially interfere with performance under this Agreement.
3. Except as otherwise stated in Exhibit A, CONTRACTOR shall provide its own ordinary tools, equipment, licenses, business expenses, and personnel necessary to perform the Services.
4. CONTRACTOR and its personnel are not eligible for AGENCY employee benefits, retirement benefits, paid leave, unemployment benefits, or workers' compensation coverage through AGENCY, except as required by law.
5. The Parties acknowledge that worker classification is governed by applicable law and not solely by the title or wording of this Agreement. CONTRACTOR shall promptly notify AGENCY of any change in circumstances that could affect lawful classification.

F. FEDERAL, STATE, AND LOCAL TAXES

CONTRACTOR is solely responsible for all federal, state, and local taxes, assessments, licenses, permits, and reporting obligations arising from compensation paid under this Agreement, including self-employment taxes when applicable. AGENCY shall issue any tax reporting forms required by law.

G. PERSONNEL AND SUBCONTRACTORS

CONTRACTOR is responsible for the selection, direction, supervision, compensation, and conduct of its employees, agents, and approved subcontractors. CONTRACTOR shall not subcontract material portions of the Services without AGENCY's prior written approval. Any approved subcontractor shall be bound in writing to obligations at least as protective of AGENCY, students, and confidential information as those contained in this Agreement.



GOLDEN CHARTER ACADEMY

H. WORKERS' COMPENSATION

CONTRACTOR shall maintain workers' compensation insurance for its employees as required by California law and shall provide evidence of coverage upon request. A sole proprietor with no employees shall provide any declaration or documentation reasonably requested by AGENCY regarding workers' compensation status.

I. INSURANCE

Unless AGENCY approves different limits in writing based on the nature of the Services, CONTRACTOR shall maintain the following insurance during the Term:

- Commercial General Liability: not less than \$1,000,000 per occurrence and \$2,000,000 aggregate.
- Professional / Errors and Omissions Liability: not less than \$1,000,000 per claim when the Services involve professional, instructional, clinical, consulting, technology, or other specialized professional services.
- Automobile Liability: not less than \$1,000,000 combined single limit when vehicles are used in connection with the Services, including transportation of students or AGENCY personnel.
- Workers' Compensation: statutory limits when required, together with employer's liability coverage as appropriate.

Upon request, CONTRACTOR shall provide certificates of insurance and endorsements acceptable to AGENCY. When commercially available and appropriate, AGENCY, its Governing Board, officers, employees, and agents shall be named as additional insureds on general liability and automobile liability policies for liabilities arising from CONTRACTOR's work.

J. STUDENT SAFETY, BACKGROUND CHECKS, AND CAMPUS REQUIREMENTS

If the Services involve access to students, student records, school facilities during student hours, or unsupervised contact with students, CONTRACTOR and its personnel shall satisfy all background-check, fingerprinting, tuberculosis-risk-assessment, identification, supervision, and visitor requirements imposed by applicable law, AGENCY policy, or written direction before beginning such work.

CONTRACTOR shall comply with applicable child-abuse and neglect reporting obligations, school safety rules, emergency procedures, professional-boundary expectations, and any restrictions on one-to-one student contact. CONTRACTOR shall immediately report to AGENCY any known or suspected conduct that may threaten student safety or violate law or AGENCY policy.

K. CONFIDENTIALITY, STUDENT RECORDS, AND DATA PRIVACY

CONTRACTOR shall protect all confidential, proprietary, student, employee, financial, operational,



GOLDEN CHARTER ACADEMY

security, and personally identifiable information received or created in connection with the Services. CONTRACTOR shall use such information solely to perform the Services and shall not disclose it except as authorized by AGENCY or required by law.

When CONTRACTOR receives education records or personally identifiable student information, CONTRACTOR shall comply with FERPA and all other applicable federal and California student privacy laws. CONTRACTOR shall implement reasonable administrative, technical, and physical safeguards; limit access to authorized personnel; promptly report any suspected unauthorized access, disclosure, loss, or security incident; and return or securely destroy protected information at the end of the engagement as directed by AGENCY.

L. TECHNOLOGY, CYBERSECURITY, AND ARTIFICIAL INTELLIGENCE

If CONTRACTOR uses technology systems, cloud services, artificial intelligence tools, or third-party platforms in performing the Services, CONTRACTOR shall not upload or disclose confidential student, employee, or AGENCY information to such systems unless specifically authorized by AGENCY and permitted by applicable law and contract. CONTRACTOR remains responsible for reviewing the accuracy, confidentiality, and lawful use of any technology-assisted work product.

M. INDEMNIFICATION

To the fullest extent permitted by law, CONTRACTOR shall indemnify, defend, and hold harmless AGENCY, its Governing Board, officers, employees, volunteers, and agents from claims, demands, damages, liabilities, losses, judgments, penalties, costs, and reasonable attorneys' fees arising out of or relating to CONTRACTOR's negligent acts or omissions, willful misconduct, breach of this Agreement, violation of law, or acts or omissions of CONTRACTOR's employees, agents, or subcontractors. This provision shall survive termination of the Agreement.

N. TERMINATION

Either Party may terminate this Agreement without cause by providing at least fourteen (14) calendar days' written notice to the other Party. AGENCY may terminate immediately, or on shorter written notice, for material breach, failure to perform, loss of required license or insurance, student-safety concerns, unlawful conduct, misuse of confidential information, conflict of interest, or conduct that reasonably exposes AGENCY to material legal, financial, operational, or reputational risk.

Upon termination, CONTRACTOR shall cease work as directed, return AGENCY property and confidential information, provide all completed or partially completed deliverables, and submit a final invoice for authorized Services actually performed through the effective termination date. AGENCY shall not be responsible for anticipated profits or unperformed Services.



GOLDEN CHARTER ACADEMY

O. RECORDS, DOCUMENTATION, AND AUDIT

CONTRACTOR shall maintain complete and accurate records supporting all charges, hours, deliverables, reimbursements, compliance obligations, and subcontractor activity under this Agreement for at least four (4) years after final payment, or longer if required by law or a funding source. Upon reasonable notice, AGENCY or its authorized auditors may inspect records directly related to this Agreement.

P. CONFLICT OF INTEREST AND ETHICAL CONDUCT

CONTRACTOR shall exercise sound professional judgment and uphold standards of ethics, integrity, fairness, transparency, fiscal responsibility, and stewardship. CONTRACTOR shall promptly disclose any actual or potential conflict of interest and shall not use the engagement for improper personal gain, preferential treatment, kickbacks, undisclosed commissions, or other improper advantage.

CONTRACTOR shall not accept gifts, incentives, or benefits from a vendor, employee, family, or other party when doing so could reasonably influence, or appear to influence, decisions made on behalf of AGENCY.

Q. NONDISCRIMINATION AND PROFESSIONAL CONDUCT

CONTRACTOR shall comply with applicable federal and California nondiscrimination, harassment, disability-access, and civil-rights laws and shall provide the Services in a professional and respectful manner consistent with AGENCY's educational mission and lawful policies.

R. PROPRIETARY INFORMATION AND WORK PRODUCT

Except for CONTRACTOR's pre-existing materials identified in Exhibit A, all reports, plans, documents, curricula, analyses, designs, recordings, software configurations, written materials, and other deliverables specifically created for and paid for by AGENCY under this Agreement ("Work Product") shall, to the extent permitted by law, be the property of AGENCY upon payment.

CONTRACTOR assigns to AGENCY all rights in such Work Product that are legally assignable. CONTRACTOR retains ownership of pre-existing tools, templates, methods, know-how, and materials identified in Exhibit A, but grants AGENCY a perpetual, nonexclusive, royalty-free license to use any such pre-existing material incorporated into a paid deliverable for AGENCY's educational and operational purposes.

AGENCY shall not use CONTRACTOR's name, image, likeness, trademark, or endorsement in advertising or promotional materials beyond factual identification of the engagement without CONTRACTOR's written consent, except as otherwise permitted by law. Likewise, CONTRACTOR shall not use AGENCY's name, logo, student images, or endorsement without prior written authorization.



GOLDEN CHARTER ACADEMY

S. PUBLIC RECORDS

CONTRACTOR acknowledges that AGENCY is a public charter school and that records relating to this Agreement may be subject to disclosure under applicable California public-records laws. AGENCY will determine disclosure obligations. CONTRACTOR shall clearly identify any information it believes is confidential, proprietary, or exempt from disclosure, but such designation shall not control AGENCY's legal obligations.

T. NO PARTNERSHIP OR AUTHORITY TO BIND

This Agreement does not create a partnership, joint venture, employment relationship, or agency relationship. CONTRACTOR has no authority to enter contracts, incur obligations, make representations, or commit funds on behalf of AGENCY unless expressly authorized in writing by AGENCY.

U. ASSIGNMENT

Neither Party may assign this Agreement without the prior written consent of the other Party, except that AGENCY may assign the Agreement to a lawful successor entity. Any attempted assignment contrary to this section is void.

V. NOTICES

Formal notices under this Agreement shall be in writing and delivered personally, by nationally recognized overnight carrier, by certified mail, or by email with confirmation of receipt to the addresses below, or to any updated address provided in writing:

- AGENCY: Golden Charter Academy, 452 N. Pacific Ave., Fresno, CA 93706;
Attn: Superintendent-Principal; Email: s.morris@goldencharteracademy.org
- CONTRACTOR: CREATIVET, LLC / [ADDRESS / EMAIL].

W. FORCE MAJEURE

Neither Party shall be liable for delay or failure to perform caused by events beyond its reasonable control, including natural disasters, fire, epidemic or public-health emergency, government order, utility failure, labor disruption not caused by the affected Party, or school closure, provided the affected Party promptly notifies the other and uses reasonable efforts to mitigate the impact. Payment remains due for services properly performed before the event.

X. DISPUTE RESOLUTION, GOVERNING LAW, AND VENUE

The Parties shall first attempt in good faith to resolve any dispute through direct discussion between authorized representatives. If the dispute is not resolved, either Party may pursue any remedy available at



GOLDEN CHARTER ACADEMY

law or equity. This Agreement shall be governed by California law. Venue for any lawsuit shall lie in Fresno County Superior Court or, when federal jurisdiction exists, the United States District Court for the Eastern District of California, Fresno Division.

Y. SEVERABILITY, WAIVER, AMENDMENTS, AND ENTIRE AGREEMENT

1. Severability. If any provision is held invalid or unenforceable, the remaining provisions shall remain in effect to the fullest extent permitted by law.
2. Waiver. A waiver of any breach shall not constitute a waiver of any subsequent or different breach.
3. Amendments. This Agreement may be amended only by a written instrument signed by authorized representatives of both Parties.
4. Entire Agreement. This Agreement, including all exhibits and approved addenda, constitutes the entire agreement between the Parties concerning the Services and supersedes prior oral or written understandings on the same subject.
5. Electronic Signatures and Counterparts. Signatures transmitted electronically and counterparts executed separately shall be treated as originals and together constitute one instrument.

SIGNATURES

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the dates written below. The individuals signing represent that they are authorized to bind the respective Party.

AGENCY

Golden Charter Academy

Stephen Morris, Superintendent-Principal

Date: _____

CONTRACTOR

CREATIVET, LLC

Tiffany Quarles, Independent Contractor

Date: _____

This Independent Contractor Agreement is subject to ratification by the Governing Board of Golden Charter Academy when required by AGENCY policy or applicable law.



GOLDEN CHARTER ACADEMY

EXHIBIT A SCOPE OF SERVICES

After-School Fashion Design Enrichment Club

Contractor: **CREATIVET, LLC**

Agency: Golden Charter Academy

Service Period: August 31, 2026 – May 28, 2027

Program: After-School Fashion Design Enrichment Club

Students: TK – 8th Grade

Schedule: Tuesday – Thursday, 3 hours per day

Location: Golden Charter Academy

SERVICES

CREATIVET, LLC shall provide an after-school Fashion Design Enrichment Club for TK–8th grade students. Services shall include age-appropriate, hands-on enrichment activities designed to develop students' creativity, artistic expression, and understanding of basic fashion design concepts.

Activities may include:

- Fashion design and illustration;
- Exploring color, patterns, fabrics, and textures;
- Creating original fashion and accessory designs;
- Hands-on art and fashion-related projects;
- Upcycling and creative reuse of materials; and
- Student presentations or displays of completed projects, as appropriate.

CONTRACTOR shall provide instruction and appropriate student supervision during each scheduled session and shall adapt activities to the developmental needs of participating students.

CONTRACTOR shall comply with all applicable school policies and requirements related to student safety, campus access, supervision, and conduct. Contractor personnel shall satisfy all required background-check, fingerprinting, and other applicable school requirements before working with students.



GOLDEN CHARTER ACADEMY

CONTRACTOR shall provide or arrange for the ordinary materials and supplies necessary to conduct the enrichment activities unless otherwise approved in writing by AGENCY. Any additional expenses must be authorized in accordance with the Agreement.

CONTRACTOR shall coordinate the program schedule and activities with the AGENCY's designated after-school program representative.

AGENCY

Golden Charter Academy

Stephen Morris, Superintendent-Principal

Date: _____

CONTRACTOR

Golden Pursuit of Growth

Tiffany Quarles, Independent Contractor

Date: _____

Coversheet

Consideration & Approval of the 26-27 After-School Program Independent Contractor Agreement for Golden Pursuit of Growth.

Section: IV. Action Items

Item: G. Consideration & Approval of the 26-27 After-School Program
Independent Contractor Agreement for Golden Pursuit of Growth.

Purpose:

Submitted by:

Related Material:

26-27_ Golden Pursuit of Growth Independent Contractor Agreement_ Exhibit A.pdf



GOLDEN CHARTER ACADEMY

INDEPENDENT CONTRACTOR AGREEMENT

Between

GOLDEN CHARTER ACADEMY PUBLIC CHARTER SCHOOL

And

GOLDEN PURSUIT OF GROWTH

A. THE PARTIES

THIS INDEPENDENT CONTRACTOR AGREEMENT (the “Agreement”) is made by and between GOLDEN CHARTER ACADEMY, a California public charter school (the “AGENCY”), with a mailing address of 452 N. Pacific Ave., Fresno, CA 93706, and Golden Pursuit of Growth, an After-School Program Independent Contractor (the “CONTRACTOR”), with a mailing address of **[INSERT ADDRESS]**.

AGENCY and CONTRACTOR may be referred to collectively as the “Parties” and individually as a “Party.” This Agreement is effective **August 31, 2026**, subject to Governing Board ratification as stated below.

B. SERVICES AND SCOPE OF WORK

CONTRACTOR shall provide the services described in Exhibit A, Scope of Services, which is incorporated into this Agreement by reference (the “Services”). The scope shall identify, as applicable, deliverables, timelines, expected outcomes, locations, points of contact, and any required reports or documentation.

CONTRACTOR shall perform only those services authorized by AGENCY. Material changes to the scope, compensation, or term must be approved in writing by authorized representatives of both Parties.

C. COMPENSATION, INVOICING, AND EXPENSES

AGENCY shall compensate CONTRACTOR as follows: **\$1200/biweekly**, not to exceed **\$2400/monthly** unless amended in writing.

CONTRACTOR shall be automatically paid in accordance with AGENCY’s semi-monthly payment schedule, with payments scheduled for the 10th and 25th of each month. If a scheduled payment date falls on a weekend or holiday, payment may be received one (1) to two (2) days before or after the scheduled payment date, consistent with AGENCY’s regular payment processing procedures.

No travel, mileage, materials, subcontractor costs, or other expenses shall be reimbursed unless specifically authorized in Exhibit A or approved in advance in writing by AGENCY.



GOLDEN CHARTER ACADEMY

D. TERM OF AGREEMENT

The Services shall begin on **August 31, 2026** (or the date this Agreement is fully executed, if later) and shall continue through **May 28, 2027**, unless earlier terminated under this Agreement. Any extension must be in writing and approved by the Parties.

E. INDEPENDENT CONTRACTOR RELATIONSHIP AND COMPLIANCE

CONTRACTOR is engaged as an independent contractor and not as an employee, agent, joint venturer, or partner of AGENCY. CONTRACTOR shall control the manner and means of performing the Services, subject to the agreed scope, deliverables, deadlines, safety requirements, student-protection requirements, and applicable AGENCY policies.

1. CONTRACTOR represents that it is customarily engaged in an independently established trade, occupation, profession, or business of the same nature as the Services, to the extent required by applicable law.
2. CONTRACTOR may provide services to other clients, provided doing so does not create a conflict of interest, misuse confidential information, or materially interfere with performance under this Agreement.
3. Except as otherwise stated in Exhibit A, CONTRACTOR shall provide its own ordinary tools, equipment, licenses, business expenses, and personnel necessary to perform the Services.
4. CONTRACTOR and its personnel are not eligible for AGENCY employee benefits, retirement benefits, paid leave, unemployment benefits, or workers' compensation coverage through AGENCY, except as required by law.
5. The Parties acknowledge that worker classification is governed by applicable law and not solely by the title or wording of this Agreement. CONTRACTOR shall promptly notify AGENCY of any change in circumstances that could affect lawful classification.

F. FEDERAL, STATE, AND LOCAL TAXES

CONTRACTOR is solely responsible for all federal, state, and local taxes, assessments, licenses, permits, and reporting obligations arising from compensation paid under this Agreement, including self-employment taxes when applicable. AGENCY shall issue any tax reporting forms required by law.

G. PERSONNEL AND SUBCONTRACTORS

CONTRACTOR is responsible for the selection, direction, supervision, compensation, and conduct of its employees, agents, and approved subcontractors. CONTRACTOR shall not subcontract material portions of the Services without AGENCY's prior written approval. Any approved subcontractor shall be bound in writing to obligations at least as protective of AGENCY, students, and confidential information as those contained in this Agreement.



GOLDEN CHARTER ACADEMY

H. WORKERS' COMPENSATION

CONTRACTOR shall maintain workers' compensation insurance for its employees as required by California law and shall provide evidence of coverage upon request. A sole proprietor with no employees shall provide any declaration or documentation reasonably requested by AGENCY regarding workers' compensation status.

I. INSURANCE

Unless AGENCY approves different limits in writing based on the nature of the Services, CONTRACTOR shall maintain the following insurance during the Term:

- Commercial General Liability: not less than \$1,000,000 per occurrence and \$2,000,000 aggregate.
- Professional / Errors and Omissions Liability: not less than \$1,000,000 per claim when the Services involve professional, instructional, clinical, consulting, technology, or other specialized professional services.
- Automobile Liability: not less than \$1,000,000 combined single limit when vehicles are used in connection with the Services, including transportation of students or AGENCY personnel.
- Workers' Compensation: statutory limits when required, together with employer's liability coverage as appropriate.

Upon request, CONTRACTOR shall provide certificates of insurance and endorsements acceptable to AGENCY. When commercially available and appropriate, AGENCY, its Governing Board, officers, employees, and agents shall be named as additional insureds on general liability and automobile liability policies for liabilities arising from CONTRACTOR's work.

J. STUDENT SAFETY, BACKGROUND CHECKS, AND CAMPUS REQUIREMENTS

If the Services involve access to students, student records, school facilities during student hours, or unsupervised contact with students, CONTRACTOR and its personnel shall satisfy all background-check, fingerprinting, tuberculosis-risk-assessment, identification, supervision, and visitor requirements imposed by applicable law, AGENCY policy, or written direction before beginning such work.

CONTRACTOR shall comply with applicable child-abuse and neglect reporting obligations, school safety rules, emergency procedures, professional-boundary expectations, and any restrictions on one-to-one student contact. CONTRACTOR shall immediately report to AGENCY any known or suspected conduct that may threaten student safety or violate law or AGENCY policy.

K. CONFIDENTIALITY, STUDENT RECORDS, AND DATA PRIVACY

CONTRACTOR shall protect all confidential, proprietary, student, employee, financial, operational,



GOLDEN CHARTER ACADEMY

security, and personally identifiable information received or created in connection with the Services. CONTRACTOR shall use such information solely to perform the Services and shall not disclose it except as authorized by AGENCY or required by law.

When CONTRACTOR receives education records or personally identifiable student information, CONTRACTOR shall comply with FERPA and all other applicable federal and California student privacy laws. CONTRACTOR shall implement reasonable administrative, technical, and physical safeguards; limit access to authorized personnel; promptly report any suspected unauthorized access, disclosure, loss, or security incident; and return or securely destroy protected information at the end of the engagement as directed by AGENCY.

L. TECHNOLOGY, CYBERSECURITY, AND ARTIFICIAL INTELLIGENCE

If CONTRACTOR uses technology systems, cloud services, artificial intelligence tools, or third-party platforms in performing the Services, CONTRACTOR shall not upload or disclose confidential student, employee, or AGENCY information to such systems unless specifically authorized by AGENCY and permitted by applicable law and contract. CONTRACTOR remains responsible for reviewing the accuracy, confidentiality, and lawful use of any technology-assisted work product.

M. INDEMNIFICATION

To the fullest extent permitted by law, CONTRACTOR shall indemnify, defend, and hold harmless AGENCY, its Governing Board, officers, employees, volunteers, and agents from claims, demands, damages, liabilities, losses, judgments, penalties, costs, and reasonable attorneys' fees arising out of or relating to CONTRACTOR's negligent acts or omissions, willful misconduct, breach of this Agreement, violation of law, or acts or omissions of CONTRACTOR's employees, agents, or subcontractors. This provision shall survive termination of the Agreement.

N. TERMINATION

Either Party may terminate this Agreement without cause by providing at least fourteen (14) calendar days' written notice to the other Party. AGENCY may terminate immediately, or on shorter written notice, for material breach, failure to perform, loss of required license or insurance, student-safety concerns, unlawful conduct, misuse of confidential information, conflict of interest, or conduct that reasonably exposes AGENCY to material legal, financial, operational, or reputational risk.

Upon termination, CONTRACTOR shall cease work as directed, return AGENCY property and confidential information, provide all completed or partially completed deliverables, and submit a final invoice for authorized Services actually performed through the effective termination date. AGENCY shall not be responsible for anticipated profits or unperformed Services.



GOLDEN CHARTER ACADEMY

O. RECORDS, DOCUMENTATION, AND AUDIT

CONTRACTOR shall maintain complete and accurate records supporting all charges, hours, deliverables, reimbursements, compliance obligations, and subcontractor activity under this Agreement for at least four (4) years after final payment, or longer if required by law or a funding source. Upon reasonable notice, AGENCY or its authorized auditors may inspect records directly related to this Agreement.

P. CONFLICT OF INTEREST AND ETHICAL CONDUCT

CONTRACTOR shall exercise sound professional judgment and uphold standards of ethics, integrity, fairness, transparency, fiscal responsibility, and stewardship. CONTRACTOR shall promptly disclose any actual or potential conflict of interest and shall not use the engagement for improper personal gain, preferential treatment, kickbacks, undisclosed commissions, or other improper advantage.

CONTRACTOR shall not accept gifts, incentives, or benefits from a vendor, employee, family, or other party when doing so could reasonably influence, or appear to influence, decisions made on behalf of AGENCY.

Q. NONDISCRIMINATION AND PROFESSIONAL CONDUCT

CONTRACTOR shall comply with applicable federal and California nondiscrimination, harassment, disability-access, and civil-rights laws and shall provide the Services in a professional and respectful manner consistent with AGENCY's educational mission and lawful policies.

R. PROPRIETARY INFORMATION AND WORK PRODUCT

Except for CONTRACTOR's pre-existing materials identified in Exhibit A, all reports, plans, documents, curricula, analyses, designs, recordings, software configurations, written materials, and other deliverables specifically created for and paid for by AGENCY under this Agreement ("Work Product") shall, to the extent permitted by law, be the property of AGENCY upon payment.

CONTRACTOR assigns to AGENCY all rights in such Work Product that are legally assignable. CONTRACTOR retains ownership of pre-existing tools, templates, methods, know-how, and materials identified in Exhibit A, but grants AGENCY a perpetual, nonexclusive, royalty-free license to use any such pre-existing material incorporated into a paid deliverable for AGENCY's educational and operational purposes.

AGENCY shall not use CONTRACTOR's name, image, likeness, trademark, or endorsement in advertising or promotional materials beyond factual identification of the engagement without CONTRACTOR's written consent, except as otherwise permitted by law. Likewise, CONTRACTOR shall not use AGENCY's name, logo, student images, or endorsement without prior written authorization.



GOLDEN CHARTER ACADEMY

S. PUBLIC RECORDS

CONTRACTOR acknowledges that AGENCY is a public charter school and that records relating to this Agreement may be subject to disclosure under applicable California public-records laws. AGENCY will determine disclosure obligations. CONTRACTOR shall clearly identify any information it believes is confidential, proprietary, or exempt from disclosure, but such designation shall not control AGENCY's legal obligations.

T. NO PARTNERSHIP OR AUTHORITY TO BIND

This Agreement does not create a partnership, joint venture, employment relationship, or agency relationship. CONTRACTOR has no authority to enter contracts, incur obligations, make representations, or commit funds on behalf of AGENCY unless expressly authorized in writing by AGENCY.

U. ASSIGNMENT

Neither Party may assign this Agreement without the prior written consent of the other Party, except that AGENCY may assign the Agreement to a lawful successor entity. Any attempted assignment contrary to this section is void.

V. NOTICES

Formal notices under this Agreement shall be in writing and delivered personally, by nationally recognized overnight carrier, by certified mail, or by email with confirmation of receipt to the addresses below, or to any updated address provided in writing:

- AGENCY: Golden Charter Academy, 452 N. Pacific Ave., Fresno, CA 93706;
Attn: Superintendent-Principal; Email: s.morris@goldencharteracademy.org
- CONTRACTOR: Golden Pursuit of Growth / [ADDRESS / EMAIL].

W. FORCE MAJEURE

Neither Party shall be liable for delay or failure to perform caused by events beyond its reasonable control, including natural disasters, fire, epidemic or public-health emergency, government order, utility failure, labor disruption not caused by the affected Party, or school closure, provided the affected Party promptly notifies the other and uses reasonable efforts to mitigate the impact. Payment remains due for services properly performed before the event.

X. DISPUTE RESOLUTION, GOVERNING LAW, AND VENUE

The Parties shall first attempt in good faith to resolve any dispute through direct discussion between authorized representatives. If the dispute is not resolved, either Party may pursue any remedy available at



GOLDEN CHARTER ACADEMY

law or equity. This Agreement shall be governed by California law. Venue for any lawsuit shall lie in Fresno County Superior Court or, when federal jurisdiction exists, the United States District Court for the Eastern District of California, Fresno Division.

Y. SEVERABILITY, WAIVER, AMENDMENTS, AND ENTIRE AGREEMENT

1. Severability. If any provision is held invalid or unenforceable, the remaining provisions shall remain in effect to the fullest extent permitted by law.
2. Waiver. A waiver of any breach shall not constitute a waiver of any subsequent or different breach.
3. Amendments. This Agreement may be amended only by a written instrument signed by authorized representatives of both Parties.
4. Entire Agreement. This Agreement, including all exhibits and approved addenda, constitutes the entire agreement between the Parties concerning the Services and supersedes prior oral or written understandings on the same subject.
5. Electronic Signatures and Counterparts. Signatures transmitted electronically and counterparts executed separately shall be treated as originals and together constitute one instrument.

SIGNATURES

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the dates written below. The individuals signing represent that they are authorized to bind the respective Party.

AGENCY

Golden Charter Academy

Stephen Morris, Superintendent-Principal

Date: _____

CONTRACTOR

Golden Pursuit of Growth

Rolinda Golden, Independent Contractor

Date: _____

This Independent Contractor Agreement is subject to ratification by the Governing Board of Golden Charter Academy when required by AGENCY policy or applicable law.



GOLDEN CHARTER ACADEMY

EXHIBIT A SCOPE OF SERVICES

After-School Dance Enrichment Club

Contractor: Golden Pursuit of Growth

Agency: Golden Charter Academy

Service Period: August 31, 2026 – May 28, 2027

Program: After-School Dance Enrichment Club

Students: TK – 8th Grade

Schedule: Monday – Friday, 3 hours per day

Location: Golden Charter Academy

SERVICES

Golden Pursuit of Growth shall provide an after-school Dance Enrichment Club for TK–8th grade students. Services shall include age-appropriate dance instruction and movement-based enrichment activities designed to develop students' coordination, confidence, creativity, physical fitness, teamwork, rhythm, and artistic expression.

Activities may include:

- Dance fundamentals, rhythm, timing, and musicality;
- Age-appropriate choreography and dance combinations;
- Movement, stretching, warm-up, and cool-down activities;
- Exploration of a variety of dance styles and creative movement;
- Individual and group routines that promote teamwork and confidence; and
- Student performances, demonstrations, or showcases, as appropriate.

CONTRACTOR shall provide instruction and appropriate student supervision during each scheduled session and shall adapt activities to the developmental needs, abilities, and experience levels of participating students.

CONTRACTOR shall maintain a safe, positive, and inclusive environment and shall use age-appropriate movement and dance activities.



GOLDEN CHARTER ACADEMY

CONTRACTOR shall comply with all applicable school policies and requirements related to student safety, campus access, supervision, and conduct. Contractor personnel shall satisfy all required background-check, fingerprinting, and other applicable school requirements before working with students.

CONTRACTOR shall provide or arrange for the ordinary materials, music, equipment, and supplies necessary to conduct the dance enrichment activities unless otherwise approved in writing by AGENCY. Any additional expenses must be authorized in accordance with the Agreement. This follows the materials-and-supplies structure used in the original Exhibit A.

CONTRACTOR shall coordinate the program schedule, instructional activities, and any student performances or showcases with the AGENCY's designated after-school program representative.

AGENCY

Golden Charter Academy

Stephen Morris, Superintendent-Principal

Date: _____

CONTRACTOR

Golden Pursuit of Growth

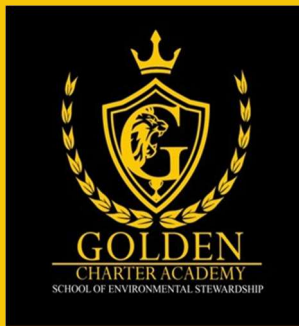
Rolinda Golden, Independent Contractor

Date: _____

Coversheet

Consideration & Approval of the 26-27 Communications & Administrative Coordinator Job Description and Salary Range.

Section: IV. Action Items
Item: H. Consideration & Approval of the 26-27 Communications & Administrative Coordinator Job Description and Salary Range.
Purpose:
Submitted by:
Related Material: 26-27_Exhibit A Communications & Administrative Coordinator.pdf



Board of Trustees

Hannah Johnson, Chair
Ed González, Ed.D., Past Chair
Jene D'Ambrosio, Secretary
Zachary Fraser, Treasurer
Bard De Vore, Ed.D.

GOLDEN CHARTER ACADEMY

Communications & Administrative Coordinator (Exhibit A)

Department: Classified Administrative
Supervisor: Executive Assistant
Status: Full-time, Non-Exempt
Salary: \$23 hr - \$28 hr D.O.E.

Reporting Days: 231 days (Start 07/01/2026 – 06/30/2027 Stop)

Hours: Monday - Friday, 8:00 a.m. – 4:30 p.m. approx.(40hrs)

** shifts vary; may require evenings and travel*

SUMMARY

The Communications & Administrative Coordinator is responsible for supporting Golden Charter Academy's social media presence, school communications, administrative operations, and organizational activities. This position creates and manages engaging content, supports communication with students, families, staff, community partners, and the public, and provides general administrative and clerical support to ensure efficient school and business operations.

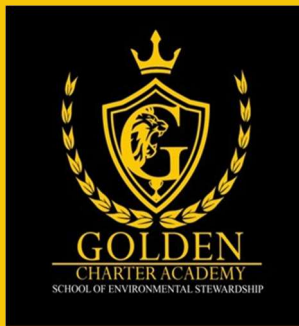
The position requires strong organization, communication skills, attention to detail, confidentiality, sound judgment, and the ability to manage multiple responsibilities in a fast-paced school and business environment.

MISSION ALIGNMENT

The Communications & Administrative Coordinator is expected to support and advance the mission, vision, and values of Golden Charter Academy through all communications, administrative activities, and public-facing interactions.

This position plays an important role in promoting the school's educational programs, student achievements, community engagement, and organizational goals. The employee shall ensure that communications and interactions reflect the school's commitment to academic excellence, professionalism, integrity, respect, and service to students and families.

The employee is expected to exercise sound judgment when representing the school and contribute positively to the school's reputation and relationships with students, parents, staff, community partners, and the general public.



Board of Trustees

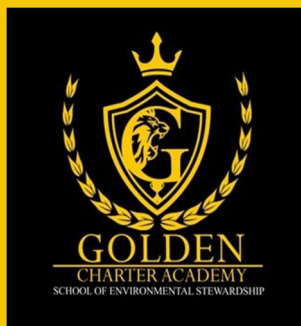
Hannah Johnson, Chair
Ed González, Ed.D., Past Chair
Jene D'Ambrosio, Secretary
Zachary Fraser, Treasurer
Bard De Vore, Ed.D.

GOLDEN CHARTER ACADEMY

ESSENTIAL DUTIES AND RESPONSIBILITIES

Communications & Social Media

- Develop, schedule, and publish content across all school social media platforms.
- Create and curate content, including digital graphics, photos, videos, and written posts.
- Monitor social media channels and respond to comments, messages, and inquiries in a timely and professional manner.
- Track and analyze social media performance metrics and prepare regular reports.
- Maintain brand consistency across all social media platforms.
- Stay current on social media trends, best practices, and emerging platforms.
- Coordinate social media campaigns and promotional initiatives.
- Assist in developing and implementing social media strategies to increase engagement and reach.
- Support school communications and inquiries as needed, including the preparation and dissemination of school-related materials and information.
- Collaborate with internal departments to support organizational and school communication goals.
- Oversee and coordinate media inquiries received through social media channels in collaboration with the appropriate departments.
- Communicate professionally with students, families, staff, community partners, media representatives, and members of the public.
- Participate in campus tours to families who are new or interested in enrolling. This will require communication with our office team.
- Monitor social media activity for potential violations of the organization's social media policies and guidelines.
- Collaborate with external marketing and communications agencies on school campaigns and initiatives.
- Draft media releases and coordinate communications with local news outlets for school events and announcements.
- Document and report suspected or confirmed social media policy violations to Human Resources for review and appropriate action.
- Maintain records of media inquiries, social media incidents, and policy violation reports as required.
- Work collaboratively with Human Resources and school leadership on sensitive communication matters.
- Coordinate and monitor the work of the Social Media Content Creator, ensuring requested photos, videos, graphics, and other content are submitted accurately and within established timelines.
- Monitor the Social Media Content Creator's work performance, work product, deadlines, and adherence to established expectations, and document concerns or performance issues.
- Review and submit the Social Media Content Creator's timesheet for accuracy and timely submission in accordance with school procedures.



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GOLDEN CHARTER ACADEMY

Administrative & Clerical Support

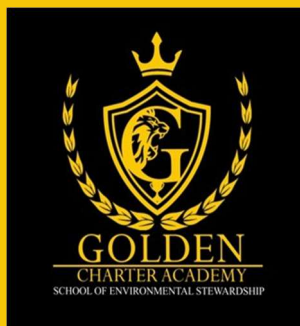
- Perform a variety of general clerical duties, including word processing, filing, checking, recording information, mail sorting and data entry.
- Maintain and organize digital and physical filing systems.
- Prepare, proofread, and distribute correspondence, memos, newsletters, reports, and other school-related materials.
- Assist school and business administration with administrative, secretarial, and clerical support.
- Provide administrative support for Board matters, including preparation of materials, coordination of logistics, and follow-up as needed.
- Support school communications and inquiries as needed, including providing routine information and directing inquiries to the appropriate staff member.
- Perform reception-related duties as needed, including answering phones, receiving visitors and packages, and providing or directing routine information.
- Operate standard office equipment and computer-based systems, including computers, printers, copiers, email, telephone systems, and other organizational technology.
- Assist with school events, gatherings, and organizational activities.
- Help maintain the cleanliness, organization, and professional appearance of office spaces.
- Collaborate with other departments to support school and business operations.

Accounting & Business Support

- Assist with the school's accounting and accounts payable functions, including basic invoice processing and data entry.
- Assist with financial and administrative record-keeping as directed.
- Maintain confidentiality and exercise discretion when handling financial, personnel, student, and other sensitive information.

Education and Experience

- Bachelor's degree in Communications, Marketing, Public Relations, Journalism, or a related field, or equivalent experience.
- Experience managing social media platforms for an organization.
- Excellent written and verbal communication skills.
- Strong organizational and time-management abilities.
- Proficiency with social media management and analytics tools.
- Ability to maintain confidentiality and exercise sound judgment when handling sensitive information.



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CERTIFICATIONS & COMPLIANCE REQUIREMENTS

- LiveScan fingerprint clearance (required prior to employment).
- TB clearance (updated every 4 years).
- CPR/First Aid/AED certification (Adult & Pediatric, updated every 2 years).
- Hold and maintain a valid California Driver's License; proof of automobile insurance; and full time use of a dependable automobile that is insured pursuant to California regulations

PHYSICAL REQUIREMENT AND WORK ENVIRONMENT

This job primarily operates on a school site and in classrooms, and utilizes typical office equipment (computers, phones, photocopiers, etc.). While performing the duties of this job, the employee is regularly required to speak, stand, write, talk, walk, see, stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 30-50lbs. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, and the ability to read small print. The employee must frequently bend, reach above the head, as well as forward, and use fine motor skills. The information contained in this job description is for compliance with the Americans with Disabilities Act (ADA) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.

Generally, the job is 60% Stationary and 40% moving/traversing. Travel required to attend meetings off campus. The above statements are intended to describe the general nature and level of work being performed.

NOTE: This job description is intended to provide a general overview of the requirements for this position and is not exhaustive. Other duties and responsibilities may be assigned as needed. If an accommodation is needed, please contact HR at HR@goldencharteracademy.org.

Full Name (print)

Signature

Date