



MY Academy

Regular Meeting of the Board of Directors

Published on February 3, 2023 at 8:06 PM PST

Date and Time

Thursday February 9, 2023 at 8:30 AM PST

Location

The meeting will be held virtually.

Join by telephone or via Zoom conferencing link below:

Dial by your location

+1 213 338 8477 US (Los Angeles)

+1 669 900 6833 US (San Jose)

Meeting ID: 927 7729 9537

<https://cal-pacs-org.zoom.us/j/92777299537>

MISSION STATEMENT

MY Academy believes in diversity, inclusivity, academic excellence, hope, service, feedback, and gratitude. Our mission is to create a diverse and individualized learning environment that supports every student and strengthens relationships between families, programs, authorizers, and the community.

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting Motivated Youth Academy.

Agenda

	Purpose	Presenter	Time
I. Opening Items			8:30 AM
A. Call the Meeting to Order		Board President	1 m
B. Record Attendance		Board President	1 m
Roll Call: William Hall, President Michael Humphrey, Vice President Steve Fraire, Clerk Peter Matz, Member Larry Alvarado, Member			
II. Pledge of Allegiance			8:32 AM
A. Led by Board President or designee.		Board President	5 m
III. Approve/Adopt Agenda			8:37 AM
A. Approve Agenda	Vote	Board President	1 m
It is recommended the Board of Directors adopt as presented, the agenda for the Regular Board meeting of February 9, 2023.			
Roll Call Vote: William Hall Michael Humphrey Steve Fraire Peter Matz Larry Alvarado Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____			
IV. Approve Minutes			8:38 AM

	Purpose	Presenter	Time
A. Minutes of the Regular Board Meeting that was held on January 12, 2023	Approve Minutes	Board President	2 m

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Peter Matz

Larry Alvarado

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

V. Board Governance

8:40 AM

A. Approval of Resolution No. 2023-2-9 Recognizing a State of Emergency and Re-Authorizing Teleconferenced Meetings Pursuant to AB 361	Vote	Board President	2 m
---	------	-----------------	-----

It is recommended the Board approve Resolution No. 2023-2-9 authorizing continued use of remote teleconferencing provisions pursuant to AB 361 and Government Code section 54953.

Option 1

BE IT FURTHER RESOLVED, that the governing board has reconsidered the circumstances of the State of Emergency and finds that COVID-19 continues to pose an imminent threat to the health and safety of the community and directly impacts the ability of the members to meet safety in person.

Option 2

BE IT FURTHER RESOLVED, that the governing board has reconsidered the circumstances of the State of Emergency and finds that state or local officials continue to impose or recommend measures to promote social distancing.

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Peter Matz

Larry Alvarado

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

B. Plan for In-Person Meetings of the Board of Directors, Presented by Kevin Davis, Procopio Law Firm	Discuss	Kevin Davis	5 m
--	---------	-------------	-----

	Purpose	Presenter	Time
--	---------	-----------	------

It is recommended the Board be presented and discuss the plan for Board meeting participation by teleconference due to the end of the COVID-19 State of Emergency, and return to in-person meetings beginning March 1, 2023.

VI. Public Comments/Recognition/Reports

Please submit a Request to Speak to the Board of Directors using the chat feature on the right hand side of the Zoom platform. Please state the agenda item number that you wish to address prior to the agenda item being called by the Board President. Not more than three (3) minutes are to be allotted to any one (1) speaker, and no more than twenty (20) minutes on the same subject. This portion of the agenda is for comments, recognitions and reports to the Board and is not intended to be a question and answer period. If you have questions for the Board, please provide the Board President with a written statement and an administrator will provide answers at a later date.

VII. Correspondence/Proposals/Reports

8:47 AM

A. School Highlights, Presented by Bill Dobson, Interim Director	Discuss	Bill Dobson	10 m
B. State Budget Overview and Financial Update, Presented by Roger Castillo, Director of Client Finance, Charter Impact	Discuss	Roger Castillo	10 m
C. Upcoming Board of Directors Study Session, Presented by Kurt Madden, CEO	Discuss	Kurt Madden	5 m
D. 2023-24 Board Meeting Calendar - First Reading, Presented by Bill Dobson, Interim Director	Discuss	Bill Dobson	5 m

VIII. Consent

9:17 AM

Items listed under Consent are considered routine and will be approved/adopted by a single motion. There will be no separate discussion of these items; however, any item may be removed from the Consent upon the request of any member of the Board, discussed, and acted upon separately.

A. Consent - Business/Financial Services	1 m
1. Check Register - January 2023	
2. Approval of Legal Fee Structure with Young, Minney & Corr LLP	
3. Approval of Document Tracking Services (DTS) Licensing Agreement (Renewal)	
4. Approval of EdJoin Service Agreement (Renewal)	

	Purpose	Presenter	Time
B. Consent - Education Student/Services	Vote	Board President	2 m

1. Approval of Comprehensive School Safety Plan (CSSP), February 2023
2. Approval of 2023-2024 Track E and F Instructional Calendars

Consent items listed under A and B are considered routine and will be approved/adopted by a single motion.

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Peter Matz

Larry Alvarado

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

IX. Education/Student Services

9:20 AM

A. Approval of 2021-22 School Accountability Report Card (SARC)	Vote	Bill Dobson	10 m
--	------	----------------	------

It is recommended the Board approve the 2021-22 School Accountability Report Card (SARC) for Motivated Youth Academy (#1628).

Fiscal Impact: None.

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Peter Matz

Larry Alvarado

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

X. Personnel Services

9:30 AM

A. Approval of Provisional Internship Permit - Certificated Staff	Vote	Board President	5 m
--	------	--------------------	-----

It is recommended the Board approve the Provisional Internship Permit and Compensation - Certificated Staff for Motivated Youth Academy (#1628).

Fiscal Impact: Salary placement \$27.30/hour.

Estimated Fiscal Impact: 91 days; \$19,874.40 plus benefits.

Roll Call Vote:

	Purpose	Presenter	Time
William Hall			
Michael Humphrey			
Steve Fraire			
Peter Matz			
Larry Alvarado			
Moved by _____	Seconded by _____	Ayes _____	Nays _____ Absent _____

XI. Policy Development**9:35 AM**

A. Approval of Amended Conflict of Interest Code (COI)	Vote	Kurt Madden	5 m
---	------	-------------	-----

It is recommended the Board approve the amended Conflict of Interest Code (COI) for Motivated Youth Academy (#1628).

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Peter Matz

Larry Alvarado

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

XII. Calendar

The next scheduled meeting will be held on March 9, 2023, at 10:00 a.m.

Location:

Regus Gateway Chula Vista

333 H St Suite 5000

Chula Vista, CA 91910

XIII. Comments**9:40 AM**

A. Board Comments	Discuss	5 m
B. CEO Comments	Discuss	5 m

XIV. Closing Items**9:50 AM**

A. Adjourn Meeting	Vote
---------------------------	------

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Peter Matz

Larry Alvarado

	Purpose	Presenter	Time
Moved by _____	Seconded by _____	Ayes _____	Nays _____
		Absent _____	

FOR MORE INFORMATION

For more information concerning this agenda, contact
Motivated Youth Academy.

Coversheet

Minutes of the Regular Board Meeting that was held on January 12, 2023

Section: IV. Approve Minutes
Item: A. Minutes of the Regular Board Meeting that was held on
January 12, 2023
Purpose: Approve Minutes
Submitted by:
Related Material:
Minutes for Regular Meeting of the Board of Directors on January 12, 2023

APPROVED



MY Academy

Minutes

Regular Meeting of the Board of Directors

Date and Time

Thursday January 12, 2023 at 8:30 AM

Location

The meeting will be held virtually.

Join by telephone or via Zoom conferencing link below:

Dial by your location

+1 213 338 8477 US (Los Angeles)

+1 669 900 6833 US (San Jose)

Meeting ID: 985 3833 3400

<https://cal-pacs-org.zoom.us/j/98538333400>

MISSION STATEMENT

MY Academy believes in diversity, inclusivity, academic excellence, hope, service, feedback, and gratitude. Our mission is to create a diverse and individualized learning environment that supports every student and strengthens relationships between families, programs, authorizers, and the community.

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting Motivated Youth Academy.

Directors Present

L. Alvarado (remote), S. Fraire (remote), W. Hall (remote)

Directors Absent

M. Humphrey, P. Matz

Guests Present

B. Dobson (remote), D. Georgeson (remote), Daniel Espinoza (remote), G. Lenz (remote), K. Madden (remote), L. Hath (remote), Melissa Blitzten (remote), Roger Castillo (remote), Sarina Laff (remote)

I. Opening Items

A. Call the Meeting to Order

W. Hall called a meeting of the board of directors of MY Academy to order on Thursday Jan 12, 2023 at 8:30 AM.

B. Record Attendance

II. Pledge of Allegiance

A. Led by Board President or designee.

William Hall, President led the Pledge of Allegiance.

III. Approve/Adopt Agenda

A. Approve Agenda

S. Fraire made a motion to William Hall, President.
L. Alvarado seconded the motion.

Kurt Madden, CEO made a request to amend the agenda item listed below:

VI. Organizational Structure of the Board

A. Approval of Third Amended Bylaws, correct to **"Second Amended Bylaws."**

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

IV. Approve Minutes

A. Minutes of the Regular Board Meeting that was held on December 8, 2022

S. Fraire made a motion to approve the minutes from Regular Meeting of the Board of Directors on 12-08-22.

L. Alvarado seconded the motion.

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

V. Board Governance

A. Approval of Resolution No. 2023-1-12 Recognizing a State of Emergency and Re-Authorizing Teleconferenced Meetings Pursuant to AB 361

S. Fraire made a motion to William Hall, President.
L. Alvarado seconded the motion.
Board Members selected Option 2.
The board **VOTED** unanimously to approve the motion.

VI. Organizational Structure of the Board

A. Approval of Third Amended Bylaws

S. Fraire made a motion to William Hall, President.
L. Alvarado seconded the motion.

Kurt Madden, CEO made a request to combine items A and B into one:

- A. Approval of Third Amended Bylaws; and
- B. Approval of Motivated Youth Academy Board of Directors Manual

The agenda was amended to correct the Approval of Third Amended Bylaws to "Second Amended Bylaws."
The board **VOTED** unanimously to approve the motion.

B. Approval of Motivated Youth Academy Board of Directors Manual

Items A and B were combined into one item and voted upon and approved:
A. Approval of Third Amended Bylaws; and
B. Approval of Motivated Youth Academy Board of Directors Manual

C. Annual Election - Board of Director Officers

S. Fraire made a motion to William Hall, President.
L. Alvarado seconded the motion.

Discussion:

Steve Fraire made a motion to continue with the current President, and Larry Alvarado seconded it. 3 yes votes, 2 absent.

Larry Alvarado made a motion to continue with the current Vice President, and William Hall seconded it. 3 yes votes, 2 absent.

William Hall made a motion to continue with the current Clerk, and Larry Alvarado seconded it. 3 yes votes, 2 absent.

Election of Officers:

President: **William Hall**

Vice President: **Michael Humphrey**

Clerk: **Steve Fraire**

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

VII. Public Comments

A. Recognition and Reports

There were no public comments regarding recognition and reports.

VIII. Correspondence/Proposals/Reports

A.

School Highlights, Presented by Bill Dobson, Interim Director

Bill Dobson, Interim Director presented the School Highlights.

Sarina Laff, Teacher presented "Supplemental Curriculum Assignments" to the Board.

Bill Dobson informed the Board of Directors that the 2021-22 School Accountability Report Card (SARC) is in the process of getting completed, data is being auto populated and will be sent to CDE by the February 1st deadline. **The SARC report will be brought back and presented at the February meeting for the Board to review and approve.**

B. Financial Report - November 2022, Presented by Bill Dobson, Interim Director

Roger Castillo, Charter Impact presented the November 2022 Financial Report.

C. Special Education Department Mid-Year Review, Presented by Daniel Espinoza, Motivated Youth Academy Program Manager/School Psychologist

Special Education Department Mid-Year Review presented by Daniel Espinoza, Program Manager/School Psychologist.

IX. Consent

A. Consent - Business/Financial Services

1. Check Register - December 2022
2. Approval of Contract for Legal Services with McDougal Boehmer Foley Lyon Mitchell & Erickson

B. Consent - Personnel Services

1. Approval of Certificated Personnel Report
2. Approval of 2023 IRS Mileage Reimbursement Rate

C. Consent - Policy Development

S. Fraire made a motion to William Hall, President.

L. Alvarado seconded the motion.

The following are current policies that have been revised to provide clarity or alignment with changes in law or procedures:

BOARD POLICY: REVISED

9000 Series - Board Bylaws

9323-MYA Public Participation at Board Meetings

BOARD POLICIES: ABSORBED/ELIMINATED

9000 Series - Absorbed into the Board of Directors Manual

9000-MYA Role of the Board

9005-MYA Governance Standards

9010-MYA Public Statements

9011-MYA Disclosure of Confidential-Privileged Information

9012-MYA Board Member Electronic Communications
9200-MYA Limits of Board Member Authority
9224-MYA Oath or Affirmation
9224E-MYA Oath or Affirmation Exhibit
9230-MYA Orientation
9240-MYA Board Training
9250-MYA Remuneration, Reimbursement
9310-MYA Board Policies
9322-MYA Agenda Meeting Materials
9324-MYA Minutes and Recordings
9400-MYA Board Self-Evaluation

9000 Series - Eliminated (Currently Exist in the Bylaws)

9100-MYA Organization
9110-MYA Terms of Office
9121-MYA President
9122-MYA Secretary
9123-MYA Clerk
9222-MYA Resignation
9223-MYA Filling Vacancies
9260-MYA Legal Protection
9270-MYA Conflict of Interest
9270E-MYA Conflict of Interest Exhibit
9320-MYA Meetings & Notices
9321-MYA Closed Sessions Purposes and Agendas
9321.1-MYA Closed Sessions Actions and Reports
9323.1-MYA Actions by the Board

Consent items listed under A through C were approved/adopted by a single motion.

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

X. Comments

A. Board Comments

The Board thanked MYA staff for their hard work and said they are off to a good start in the 2023 year. They enjoyed the Special Education presentation and said they appreciate all presentations because this tells them what they need to know. President Hall said what really stands out for him during these meetings, is "the personal identification each one of you have with the students. This helps them to succeed and connecting with them after graduation is very essential." He then said he will see everyone at the graduation on January 18th. Thank you.

B. CEO Comments

Bill Dobson, thanked the Board Members for their kind words to the MYA staff, and said he will convey the appreciation to them. He then said that January is School Board Appreciation month and he wanted to recognize them for their support and the work they do for the school. The impact of their support makes a big difference for MYA to ensure students have access their education and achieve success. He said looks forward to seeing the Board Members at the graduation on January 18th.

Kurt Madden, CEO said he echoes what the the Board Members shared. The presentations, fiscal health, professional development, staff stepping up, and graduation coming up is all good. Great job! Thank you.

XI. 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 9:34 AM.

Respectfully Submitted,
W. Hall

Documents used during the meeting

- AMENDED-MYA Resolution-re-authorizing-AB-361_1.12.23.pdf.pdf
- Third Amended Bylaws of Motivated Youth Academy Charter Schools (January 12, 2023).docx.pdf
- Motivated Youth Academy Board Manual - 22_23 .pdf
- Board Highlights 2023.01.12.pdf
- Nov_2022_Financials_2023-01-12.pdf
- SPED SY22_23 MidYear Review 2023.01.12.pdf
- MYA - Preliminary December 2022 Check Register.pdf
- Contract_Erickson Law Firm_MYA_2023.1.4.pdf
- Erickson Law Firm Merger_Announcement._2023.1.4.pdf
- Ltr re_Erickson Law Firm_MYA_Merger_2023.1.4.pdf
- 2023 IRS Mileage Rate.pdf
- Motivated Youth Academy Summary of Changes for the Board = 9000 series _Bylaws.pdf
- 9323 Motivated Youth Academy - Public Participation at Board Meetings NEW.docx.pdf

FOR MORE INFORMATION

For more information concerning this agenda, contact
Motivated Youth Academy.

Coversheet

Approval of Resolution No. 2023-2-9 Recognizing a State of Emergency and Re-Authorizing Teleconferenced Meetings Pursuant to AB 361

Section: V. Board Governance
Item: A. Approval of Resolution No. 2023-2-9 Recognizing a State of Emergency and Re-Authorizing Teleconferenced Meetings Pursuant to AB 361
Purpose: Vote
Submitted by:
Related Material:
AMENDED-MYA Resolution-re-authorizing-AB-361_2.9.23.docx.pdf
MYAcademy Presentation re Brown Act Updates and Board Meetings (1).pdf

BACKGROUND:

In response to the COVID-19 Pandemic, Governor Newsom signed AB 361 into law, permitting public agencies to continue conducting meetings remotely in the following circumstances:

1. There is a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing; or
2. There is a proclaimed state of emergency, and the local agency's meeting is for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees; or
3. There is a proclaimed state of emergency, and the local agency has determined, by majority vote, that as a result of the emergency meeting in person would present an imminent risk to the health or safety of attendees.

RECOMMENDATION:

It is recommended the Board adopt Resolution 2023-2-9, to make a finding that the current circumstances meet the requirements of AB 361 and Government Code section 54953 for the Motivated Youth Academy Board of Directors to conduct meetings virtually/remotely.

Fiscal Impact: None.



**RESOLUTION RECOGNIZING A STATE OF EMERGENCY AND RE-AUTHORIZING
TELECONFERENCED MEETINGS PURSUANT TO AB 361**

MOTIVATED YOUTH ACADEMY GOVERNING BOARD

RESOLUTION NO. 2023-2-9

WHEREAS, in response to the novel coronavirus ("COVID-19") pandemic, Governor Newsom adopted a series of Executive Orders allowing the legislative bodies of local governments to meet remotely via teleconference so long as other provisions of the Ralph M. Brown Act ("Brown Act") were followed; and

WHEREAS, on Sept. 16, 2021, Governor Newsom signed AB 361, which immediately amended the Brown Act allowing governing boards to continue holding virtual meetings outside the teleconferencing requirements of Government Code section 54953(b), if the board makes a finding that there is a proclaimed State of Emergency, and either (1) state or local officials have imposed or recommended social distancing measures, or (2) meeting in person would present imminent risks to the health or safety of attendees due to the emergency; and

WHEREAS, on March 4, 2020, Governor Newsom declared a statewide emergency arising from COVID-19 pursuant to Government Code section 8625; and

WHEREAS, on October 12, 2021, the governing board of the California Pacific Charter Schools Board of Directors passed Resolution 2021-10-12 pursuant to AB 361, and

WHEREAS, AB 361 requires governing boards to make findings every 30 days that the board has reconsidered the circumstances of the State of Emergency and that either the State of Emergency continues to directly impact the ability of the members to meet safely in person, or state or local officials continue to impose or recommend measures to promote social distancing; and

NOW THEREFORE, BE IT RESOLVED, that the recitals set forth above are true and correct and fully incorporated into this Resolution by reference.

BE IT FURTHER RESOLVED, that the governing board of the California Pacific Charter Schools Board of Directors recognizes that a State of Emergency in the State of California continues to exist due to the COVID-19 pandemic.

[OPTION 1] BE IT FURTHER RESOLVED, that the governing board has reconsidered the circumstances of the State of Emergency and finds that COVID-19 continues to pose an imminent threat to the health and safety of the community and directly impacts the ability of the members to meet safely in person.

[OPTION 2] BE IT FURTHER RESOLVED, that the governing board has reconsidered the circumstances of the State of Emergency and finds that state or local officials continue to impose or recommend measures to promote social distancing.

BE IT FURTHER RESOLVED, the governing board of the Motivated Youth Academy Board of Directors authorizes the use of teleconferencing for all meetings in accordance with Government Code section 54953(e) and all other applicable provisions of the Brown Act, for a period of thirty (30) days from the adoption of this resolution, or such a time that the Governing Board adopts a subsequent resolution in accordance with Government Code section 54953(e)(3).

Adopted this 9th day of the month of February in 2023.

AYES

NOES

ABSENT

ABSTAIN

Signed:

William Hall
President, Governing Board

Signed:

Steve Fraire
Clerk, Governing Board



Motivated Youth Academy Brown Act Updates for Board Meetings

February 9, 2023

Kevin M. Davis
Senior Associate

What We'll Cover

- Updates to Brown Act
 - Brief Recap of AB 361
 - End of State of Emergency
 - AB 2449 Option
- Brown Act Teleconference Rules
- Education Code Requirements
- Board Meeting Locations
- Board Member Compliance
- Non-Compliance

Reminder: Assembly Bill 361

- Allows the entire board to meet remotely
- Board must consider circumstances of the state of emergency at least every 30 days and whether any of the following findings can be made:
 - Direct impact to ability of board members to meet safely in person
 - State or local officials continue to impose or recommend social distancing
- If findings made, the following Brown Act requirements are suspended:
 - No need to identify physical locations of each teleconferencing location in agenda
 - No need to post agendas at each teleconferencing location
 - No need to provide public access at each teleconferencing location
 - No need to have a quorum of board members dialing in from within the county

State of Emergency Ending

- Governor Newsom will end State of Emergency on February 28, 2023
 - Means the end of fully-remote board meetings
 - Even though AB 361 was effective through January 1, 2024
 - State or local officials stopped recommending social distancing
- Boards return to in-person meetings starting March 1, 2023
 - Traditional, pre-pandemic teleconference rules still apply, OR
 - New teleconference rules under AB 2449 also apply (as an alternative)



NEW AB 2449 RULES*

*** AN ALTERNATIVE TO THE TRADITIONAL BROWN ACT
TELECONFERENCE RULES—NOT A REPLACEMENT**

Teleconferencing (New AB 2449 Rules as Alternative)

- Effective January 1, 2023 through January 1, 2026
- Individual board members may participate in meetings remotely, **but only** due to “emergency circumstances” or for “just cause”
 - Emergency circumstances:
 - Physical or family medical emergency that prevents board member from attending in person
 - Just cause:
 - Childcare or caregiving need that requires the board member to participate remotely
 - Contagious illness that prevents the board member from attending in person
 - A need related to a physical or mental disability that is not accommodated at the meeting
 - Travel while on official business of the board or another agency

Teleconferencing (New AB 2449 Rules as Alternative) (cont.)

- Agenda
 - Board member's remote location does not need to be identified on agenda
 - No need to post agenda at board member's remote location
- Location Requirements
 - No need to provide public access at board member's remote location
 - At least a quorum of the board must participate at **a single physical location**:
 - Identified on agenda
 - Within jurisdiction
 - Open to the public

Teleconferencing (New AB 2449 Rules as Alternative) (cont.)

- Board member disclosures
 - Board member must notify school as soon as possible of need to participate remotely at a particular meeting
 - Must provide general description of reason
 - Do not need to disclose personal medical information, or medical diagnosis or disability
 - Ok to provide notice at start of meeting
 - Before any action taken at the meeting, board member must publicly disclose
 - Any adults in the room with the board member
 - The general nature of the person's relationship with the board member

Teleconferencing (New AB 2449 Rules as Alternative) (cont.)

- Limitations on Frequency – a board member **cannot**:
 - Participate for “just cause” more than 2 times per calendar year
 - Participate remotely for any reason for more than 3 consecutive months or 20% of regular meetings within a calendar year
 - If board meets only 10 times per year or less, then only 2 times per year

Teleconferencing (New AB 2449 Rules as Alternative) (cont.)

- Administrative Requirements for Meeting when board member participating remotely:
 - Public must be able to remotely hear and visually observe meeting, and remotely address the board, through at least one of the following:
 - A 2-way audiovisual platform or
 - A 2-way telephonic service *and* a live webcast of the meeting
 - Notices/agendas must identify how public accesses meeting and comments
 - Public must be able to attend meeting and address the board through:
 - In-person at physical meeting location
 - Call-in option and
 - Internet-based service option
 - If broadcast of meeting or public's ability to comment via call-in or internet-based options is disrupted, board cannot take further action until restored
 - Public must be able to comment in real-time, cannot require comments in advance
 - It's ok if third-party website or internet platform requires registration/log-in to participate in meeting or provide comments



TRADITIONAL BROWN ACT RULES

PLAN GOING FORWARD

Teleconferencing (Traditional Brown Act Rules Still Apply)

- Board members may use teleconferencing (phone or video) only if:
 - Agenda identifies teleconference location
 - Address where board member is participating (including room number or name, if applicable)
 - Quorum is within the jurisdiction
 - “Jurisdiction” is not defined
 - Agenda is posted at teleconference location
 - 72 hours or 24 hours in advance of meeting
 - Teleconference location is accessible to the public
 - ADA compliance, no admission fee or purchase, can address the board and provide comments
 - Roll call votes

Education Code Requirements

- SB126 imposed additional requirements as part of Ed. Code for charters— not actually part of the Brown Act— effective January 1, 2020
- Board meeting location requirements vary depending on number of school sites and counties you operate in (MYAcademy falls into the third column)

SINGLE CHARTER	MULTIPLE CHARTERS	
	SAME COUNTY	MULTIPLE COUNTIES
Meeting to take place within boundaries of county where authorized and located	Meeting to take place within boundaries of county where authorized and located	Meeting to take place within county where greatest number of pupils reside (may change)
Two-way teleconference from each site* if you have more than one	Two-way teleconference from each site*	Two-way teleconference from each site*
		Audio/video record and post to website

* Includes schoolsites and resource centers.

Summary of Location Requirements

- Brown Act:
 - Board meetings held within boundaries of agency's jurisdiction
- Brown Act Teleconference Rules (Traditional):
 - Quorum of board must participate from locations within boundaries of agency's jurisdiction
- Education Code for Multi-County Charter Operators:
 - Meeting to take place within boundaries of county in which the greatest number of students enrolled at the charter schools reside
 - Two-way teleconference from each schoolsite and resource center

MYAcademy's Counties

- **Brown Act:**
 - Board meetings held within boundaries of agency's jurisdiction
- **Brown Act Teleconference Rules (Traditional):**
 - Quorum of board must participate from locations within boundaries of agency's jurisdiction
- **Education Code for Multi-County Charter Operators:**
 - Meeting to take place within boundaries of county in which the greatest number of students enrolled at the charter schools reside
 - Two-way teleconference from each schoolsite and resource center



Board Member Compliance

- Notify staff as early as possible if participating by teleconference
 - Agenda must identify teleconference location (address, room number or name, if applicable)
 - Agenda is posted 72 hours or 24 hours in advance of meeting
- Agenda must be posted at teleconference location
 - May require assistance from third party at the teleconference location in order to post 72 hours or 24 hours in advance
- Teleconference location must be accessible to the public
 - Members of the public may show-up at your home, may have ADA or other accessibility issues
 - May require advanced coordination with teleconference location (such as reserving a conference room, rather than personal hotel room)
 - Cannot call-in from a moving vehicle

Risks of Non-Compliance

- Board member would not count for quorum or vote
- Brown Act Violations
 - Demand to cure or correct action(s) taken
 - Lawsuit to stop violations or void past action
 - Costs and attorney fees
- Charter Schools Act Violations
 - Notice of violation or notice of concern from authorizer
 - Charter revocation procedure

Thank you!

Questions? Please contact me anytime.



Kevin M. Davis
Senior Associate

619.515.3293

kevin.davis@procopio.com

Coversheet

Plan for In-Person Meetings of the Board of Directors, Presented by Kevin Davis, Procopio Law Firm

Section: V. Board Governance
Item: B. Plan for In-Person Meetings of the Board of Directors,
Presented by Kevin Davis, Procopio Law Firm
Purpose: Discuss
Submitted by:
Related Material: MYA Second Amended Bylaws-Jan 2023_SIGNED.pdf

BACKGROUND:

Motivated Youth Academy Second Amended Bylaws

Section 6.14 Participation by Teleconference. Directors may participate in a meeting of the Board through the use of teleconference telephone, electronic video communication, or similar communications equipment, so long as each Director participating in such meeting can communicate with all of the other Directors concurrently and is provided the means of participating in all matters before the Board. In addition, a Board meeting related to charter school operations must be noticed and conducted in compliance with Section 54953(b) of the Brown Act and the Charter Schools Act, including without limitation the following:

- (a) At a minimum, a quorum of the members of the Board shall participate in the teleconference meeting from locations within the Corporation's jurisdiction;
- (b) All votes taken during a teleconference meeting shall be by roll call;
- (c) Agendas shall be posted at all teleconference locations, with each location identified in the notice and agenda of the meeting; Page 4 of 10
- (d) All locations where a member of the Board participates via teleconference must be fully accessible to members of the public and shall be listed on the agenda;
- (e) Members of the public must be able to hear what is said during the meeting and shall be provided with an opportunity to address the Board directly at each teleconference location; and
- (f) Members of the public attending a meeting conducted via teleconference need not give their name when entering the conference call.

RECOMMENDATION:

It is recommended the Board be presented with the plan for Board meetings and participation by teleconference due to the end of the COVID-19 State of Emergency, and return to in-person meetings beginning February 28, 2023.

**SECOND AMENDED BYLAWS
OF
MOTIVATED YOUTH ACADEMY CHARTER SCHOOL
(A California Nonprofit Public Benefit Corporation)**

Adopted on January 12, 2023

ARTICLE I. NAME

Section 1.01 Corporate Name. The name of this corporation is Motivated Youth Academy Charter School (hereinafter, the “Corporation”).

ARTICLE II. OFFICES

Section 2.01 Principal Office. The principal office of the Corporation is located at 500 La Terraza Blvd, Suite 150 Escondido, CA 92025. The Board of Directors (“Board”) may change the principal office from one location to another within the State of California.

Section 2.02 Other Offices. The Board may at any time establish branch or subordinate offices at any place or places where this Corporation is qualified to conduct its activities.

ARTICLE III. PURPOSES

Section 3.01 Description in Articles. The Corporation’s general and specific purposes are described in its Articles of Incorporation.

ARTICLE IV. DEDICATION OF ASSETS

Section 4.01 Dedication of Assets. This Corporation’s assets are irrevocably dedicated to charitable and educational purposes. No part of the net earnings, properties, or assets of the Corporation, on dissolution or otherwise, shall inure to the benefit of any private person or individual, or to any Director or officer of the Corporation. Upon dissolution of the Corporation, all properties and assets remaining after payment, or provision for payment, of all debts and liabilities of the Corporation shall be distributed as set forth in its Articles of Incorporation.

ARTICLE V. NO MEMBERS

Section 5.01 No Members. The Corporation shall have no members within the meaning of Section 5056 of the California Nonprofit Public Benefit Corporation Law.

Section 5.02 Authority Vested in the Board. Any action that otherwise requires approval by a majority of all members, or approval by the members, requires only approval of the Board. All rights that would otherwise vest under the California Nonprofit Public Benefit Corporation Law in the members shall vest in the Board.

Section 5.03 Associates. The Corporation may use the term “members” to refer to persons associated with it, but such persons shall not be corporate members within the meaning of Section 5056 of the California Nonprofit Public Benefit Corporation Law.

ARTICLE VI. BOARD OF DIRECTORS

Section 6.01 General Powers. Subject to the provisions and limitations of the California Nonprofit Public Benefit Corporation Law and any other applicable laws, and any limitations of the Articles of Incorporation or these Bylaws, the Corporation's activities and affairs shall be conducted, and all corporate powers shall be exercised, by or under the direction of the Board. The Board may delegate the management of the Corporation's activities to any person(s), management company, or committees, however composed, provided that the Corporation's activities and affairs shall be managed and all corporate powers shall be exercised under the ultimate direction of the Board.

Section 6.02 Specific Powers. Without prejudice to such general powers, but subject to the same limitations, the Board shall have the following powers:

(a) To approve personnel policies and monitor their implementation; to select and remove certain officers, agents, and employees of the Corporation, and to prescribe such powers and duties for them as are compatible with law, the Articles of Incorporation, or these Bylaws; to fix their compensation;

(b) To conduct, manage, and control the affairs and activities of the Corporation and to make such rules and regulations to do so which are not inconsistent with law, the Corporation's Articles of Incorporation, or these Bylaws;

(c) To change the principal office or the principal business office in California from one location to another; cause the Corporation to be qualified to conduct its activities in any other state, territory, dependency, or country; and conduct its activities in or outside California;

(d) To borrow money and incur indebtedness for the Corporation's purposes and to cause to be executed and delivered therefore, in the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecations, and other evidences of debt and security therefore;

(e) To carry on a business and apply any revenues in excess of expenses that result from the business activity to any activity that it may lawfully engage in;

(f) To acquire by purchase, exchange, lease, gift, devise, bequest, or otherwise, and to hold, improve, lease, sublease, mortgage, transfer in trust, encumber, convey, or otherwise dispose of real and personal property;

(g) To act as trustee under any trust incidental to the principal object of the Corporation, and to receive, hold, administer, exchange, and expend funds and property subject to such trust; and

(h) To enter into any contracts or other instruments, and do any and all other things incidental to or expedient for attainment of the Corporation's purposes.

Section 6.03 Number of Directors. The Board shall consist of a minimum of three (3) and no more than nine (9) Directors, with the actual number to be determined from time to time by the Board. If a charter authorizer representative serves on the Board pursuant to Education Code Section 47604(c), the Board may elect an additional Director to maintain an odd number of Directors, even in excess of the

nine (9) Director limit described in this section.

Section 6.04 Election of Directors. Unless an alternative process is adopted or implemented by the Board, candidates shall be nominated, evaluated and elected as follows:

(a) The Board will appoint an advisory committee to identify qualified candidates for election to the Board, and will endeavor to appoint the committee at least thirty (30) days before any election of Director(s). The committee will prepare and provide the Board a list of qualified candidates nominated by the committee, and will endeavor to complete and provide the Board such list at least seven (7) days before the election or at such other time as the Board may direct. If available at the time, the Secretary shall also provide the Board with a copy of the list when sending notice of the meeting at which the election will be held, or as soon as possible thereafter.

(b) Directors shall be elected by a majority vote of the Directors then in office, typically at the Board's annual meeting. All Directors shall have full voting rights.

Section 6.05 Terms of Office. With the exception of the initial Board that served five-year terms, each Director shall hold office for a three-year term, but the Board may designate a particular Director to serve a one-, two- or three-year term in order to maintain staggered terms on the Board. Each incumbent Director shall serve until a successor has been elected and seated by the Board. There shall be no limitation on the number of consecutive terms to which a Director may be re-elected.

Section 6.06 Events Causing Vacancies on Board. A vacancy on the Board shall be deemed to exist if a Director dies, resigns, is removed, or if the authorized number of Directors is increased. The Board may declare vacant the office of a Director who has been declared of unsound mind by a final order of court, convicted of a felony, or found by a final order or judgment of any court to have breached any duty arising under Article 3 of Chapter 2 of the California Nonprofit Public Benefit Corporation Law. Vacancies on the Board shall be filled by the vote of a majority of Directors then in office. Each Director so elected shall hold office until the expiration of the term of the replaced Director and until a successor has been duly elected and seated by the Board.

Section 6.07 Removal. Any Director may be removed at any time by a majority vote of the Board, with or without cause.

Section 6.08 Resignation. Subject to Section 5226 of the California Nonprofit Public Benefit Corporation Law, any Director may resign effective upon giving written notice to the Executive Director/CEO, the Board President, or the Board as a whole, unless the notice specifies a later time for the effectiveness of such resignation. If the resignation is effective at a future time, a successor may be elected before then to take office when the resignation becomes effective. No Director may resign when the Corporation would then be left without at least one (1) Director in charge of its affairs.

Section 6.09 Brown Act and Charter Schools Act Compliance; Location of Meetings. Meetings of the Board with respect to charter school operations shall be called, held, and conducted in accordance with the terms and provisions of the Ralph M. Brown Act (Government Code Sections 54950, *et seq.*) ("Brown Act") and the Charter Schools Act.

Section 6.10 Annual Meetings. The Board shall meet annually for the purpose of organization, election of directors and officers and the transaction of such other business as may properly be brought before the meeting.

Section 6.11 Regular Meetings. The Board shall hold regular meetings, along with the annual

meetings, at such times and places as may from time to time be fixed by the Board. Regular meetings of the Board related to charter school operations shall be called, held, and conducted in accordance with the Brown Act and the Charter Schools Act, including that agendas for such meetings will be posted seventy-two (72) hours prior to the meeting in a location that is freely accessible to members of the public and on the school's website. The notice shall contain a brief general description of each item of business to be transacted or discussed at the meeting.

Section 6.12 Special Meetings. Special meetings of the Board for any purpose may be called at any time by the Executive Director/CEO, the Board President, or any two Directors. Notice of the time and place of special meetings shall be delivered to each Director personally or by telephone or email. Notice of special meetings related to charter school operations shall be provided at least twenty-four (24) hours prior to the meeting and shall be held in locations and in a manner consistent with the Brown Act and the Charter School Act.

Section 6.13 Quorum. A majority of the actual number of Directors then in office shall constitute a quorum. Every action taken or decision made by a majority of the Directors present at a meeting duly held at which a quorum is present is an act of the Board, subject to the provisions of Corporations Code Section 5212 (appointment of committees), Section 5233 (approval of contracts or transactions in which a director has a direct or indirect material financial interest), Section 5234 (approval of certain transactions between corporations having common directorships), Section 5235 (compensation of directors or officers), and Section 5238(e) (indemnification of directors), and except as may be otherwise provided under the Political Reform Act, if applicable. A meeting at which a quorum is initially present may continue to transact business, notwithstanding the withdrawal of Directors, but no action can be taken unless and until a quorum is restored. Directors may not vote by proxy.

Section 6.14 Participation by Teleconference. Directors may participate in a meeting of the Board through the use of teleconference telephone, electronic video communication, or similar communications equipment, so long as each Director participating in such meeting can communicate with all of the other Directors concurrently and is provided the means of participating in all matters before the Board. In addition, a Board meeting related to charter school operations must be noticed and conducted in compliance with Section 54953(b) of the Brown Act and the Charter Schools Act, including without limitation the following:

- (a) At a minimum, a quorum of the members of the Board shall participate in the teleconference meeting from locations within the Corporation's jurisdiction;
- (b) All votes taken during a teleconference meeting shall be by roll call;
- (c) Agendas shall be posted at all teleconference locations, with each location identified in the notice and agenda of the meeting;
- (d) All locations where a member of the Board participates via teleconference must be fully accessible to members of the public and shall be listed on the agenda;
- (e) Members of the public must be able to hear what is said during the meeting and shall be provided with an opportunity to address the Board directly at each teleconference location; and
- (f) Members of the public attending a meeting conducted via teleconference need not give their name when entering the conference call.

Section 6.15 Waiver of Notice. Notice of a meeting need not be given to any Director who signs a waiver of notice or a written consent to holding the meeting or an approval of the minutes thereof, whether before or after the meeting, or who attends the meeting without protesting the lack of notice to such Director prior thereto or at its commencement. All such waivers, consents, and approvals shall be filed with the corporate records or made a part of the minutes of the meetings.

Section 6.16 Action Without Meeting. The Board may take action without a meeting with respect to activities that are not related to charter school operations, if any, so long as all Directors on the Board consent in writing to such action and if allowed by applicable law under the Government and Educations Codes. Such written consents shall have the same effect as a unanimous vote of the Board and shall be filed with the minutes of the Board.

Section 6.17 Adjournment. A majority of the Directors present, whether or not a quorum is present, may adjourn any Board meeting to another time and place. If the meeting is adjourned for more than twenty-four (24) hours, notice of any adjournment to another time or place shall be given prior to the adjourned meeting to the Directors who were not present at the time of the adjournment.

Section 6.18 Compensation and Reimbursement. Directors may receive such compensation for their service as Directors and/or officers as the Board may establish by resolution to be just and reasonable compensation as to the Corporation at the time that the resolution is adopted. The Board may approve the reimbursement of a Director's actual and necessary expenses incurred when conducting the Corporation's business.

Section 6.19 Interested Person. No more than forty-nine percent (49%) of the persons serving on the Board may be interested persons. An interested person is (a) any person currently being compensated by the Corporation for services rendered to it within the previous 12 months, whether as a full-time or part-time employee, independent contractor, or otherwise, excluding any reasonable compensation paid to a Director as Director; and (b) any brother, sister, ancestor, descendant, spouse, brother-in-law, sister-in-law, son-in-law, daughter-in-law, mother-in-law, or father-in-law of such person. The Board may adopt other policies circumscribing potential conflicts of interest.

ARTICLE VII. BOARD OFFICERS

Section 7.01 Board Officers. The Corporation shall have the following Board officer positions, which shall be filled by Directors currently serving on the Board pursuant to Section 7.02 below, and who shall have such authority and duties as the Board may determine including the following:

- (a) Board President, who shall preside at Board meetings;
- (b) Board Vice President, who shall preside at Board meetings in the absence of the Board President; and
- (c) Board Clerk, who may preside at Board meetings and fulfill the Board President's responsibilities described above in the absence of the Board Vice President or the Board President. In addition to the Board President, the Board Clerk shall sign and review the Board approved minutes of this Corporation.

Section 7.02 Election of Board Officers. The Board officers shall be elected annually by a majority vote of the Board at a regular or special meeting of the Board, shall serve at the pleasure of the Board for one (1) year terms without a limitation on the number of consecutive terms, and shall hold their

respective offices until their resignation, removal, or other disqualification from service.

Section 7.03 Removal of Board Officers. Any Board officer may be removed, with or without cause, by a majority vote of the Board at any time. Such removal shall be without prejudice to the rights, if any, of an officer under any contract of employment.

Section 7.04 Resignation of Board Officers. Any Board officer may resign at any time by giving written notice to the Board, but without prejudice to the rights, if any, of the Corporation under any contract to which the officer is a party. Any such resignation shall take effect upon receipt of that notice or at any later time specified by that notice and, unless otherwise specified in that notice, the acceptance of such resignation shall not be necessary to make it effective.

Section 7.05 Board Officer Vacancies. A vacancy in any Board office for any reason shall be filled in the manner provided in Section 7.02 for the election of Board officers, except that such vacancies shall be filled as they occur (rather than annually).

ARTICLE VIII. CORPORATE OFFICERS

Section 7.06 Corporate Officers. The Corporation shall have the following corporate officer positions, which are typically held by employees or contractors of the Corporation, who shall have the following duties and shall serve pursuant to their contracts of employment:

(a) Executive Officer, who shall be the general manager and chief executive officer of the Corporation, and, subject to the control of the Board and their employment contract, shall generally supervise, direct, and control the activities, affairs, and employees of the Corporation, and shall see that all resolutions of the Board are carried into effect, and shall perform any and all other duties assigned by the Board, and by contract if an employee. The Executive Officer shall be reported on the Statement of Information filed with the Secretary of State as the Chief Executive Officer of the Corporation.

(b) Chief Financial Officer, who shall supervise the charge and custody of all funds of this Corporation, the deposit of such funds in the manner prescribed by the Board, and the keeping and maintaining of adequate and correct accounts of the Corporation's properties and business transactions, shall render reports and accountings as required, and shall have such other powers and duties as may be prescribed by the Board or these Bylaws. The Chief Financial Officer shall be reported on the Statement of Information filed with the Secretary of State as the Chief Financial Officer of the Corporation.

(c) Secretary, who shall be responsible for keeping a full and complete record of the proceedings of the Board and its committees, giving such notices as may be proper and necessary, keep the minute books of this Corporation, and shall have such other powers and duties as may be prescribed by the Board or these Bylaws. The Secretary shall be reported on the Statement of Information filed with the Secretary of State as the Secretary of the Corporation.

Section 7.07 Duplication of Office Holders. Any number of offices may be held by the same person, except that neither the Secretary, the Treasurer (if any) nor the Chief Financial Officer may serve concurrently as the Board President or the Executive Officer.

Section 7.08 Compensation of Officers. Subject to Section 6.18 above, the salaries of officers, if any, shall be fixed from time to time by resolution of the Board, or in the case of corporate officers hired by the Executive Officer, the Executive Officer shall have the authority to fix such corporate officers' salaries, if any. In all cases, any salaries received by the Corporation's officers shall be reasonable and given in return for services actually rendered for the Corporation which relate to the performance of the

charitable purposes of the Corporation.

ARTICLE IX. COMMITTEES

Section 8.01 Board Committees. The Board may create one or more committees, each consisting of two (2) or more Directors or others to serve at the pleasure of the Board, and may delegate to such committee any of the authority of the Board, except with respect to:

- (a) Final action on any matter that, by law, requires approval of all of the Directors or a majority of all of the Directors;
- (b) The filling of vacancies on the Board or on any committee which has the authority of the Board;
- (c) The fixing of compensation, if any, of the Directors for serving on the Board or on any committee;
- (d) The amendment or repeal of the Corporation's Bylaws or the adoption of new Bylaws;
- (e) The amendment or repeal of any resolution of the Board which by its express terms is not so amendable or repealable;
- (f) The appointment of other committees having the authority of the Board; or
- (g) The expenditure of corporate funds to support a nominee for Director after there are more people nominated for Director than can be elected.

Committees must be created, and the members thereof appointed, by resolution adopted by a majority of the number of Directors then in office. The Board may appoint, in the same manner, alternate members to a committee who may replace any absent member at any meeting of the committee.

Section 8.02 Meetings and Action of Board Committees. Meetings and actions of Board committees shall be governed generally by, held and taken in accordance with the provisions of these Bylaws concerning meetings of the Board, except that special meetings of committees may also be called by resolution of the Board. Meetings of committees related to charter school operations shall be conducted in accordance with the Brown Act, if applicable. The Board may prescribe the manner in which proceedings of any such committee shall be conducted, so long as such rules are consistent with these Bylaws and the Brown Act, if applicable. In the absence of any such rules by the Board, each

committee shall have the power to prescribe the manner in which its proceedings shall be conducted. Minutes shall be kept of each meeting of each committee and shall be filed with the corporate records.

Section 8.03 Revocation of Delegated Authority to Board Committees. The Board may, at any time, revoke or modify any or all of the authority so delegated to a committee, increase or decrease, but not below two (2), the numbers of its members, and may fill vacancies therein from the members of the Board.

Section 8.04 Audit Committee. For any tax year in which the Corporation has non-governmental gross revenues of \$2 million or more or is otherwise required by applicable law to have an independent

audit, this Corporation shall have an Audit Committee whose members shall be appointed by the Board, and may include both Directors and non-Directors, subject to the following limitations: (a) members of the Finance Committee, if any, shall constitute less than one-half of the membership of the Audit Committee; (b) the Chair of the Audit Committee may not be a member of the Finance Committee, if any; (c) the Audit Committee may not include any member of the staff, including the Chief Executive Officer and the Chief Financial Officer; (d) the Audit Committee may not include any person who has a material financial interest in any entity doing business with this Corporation; and (e) Audit Committee members may not receive compensation greater than the compensation paid to Directors for their service on the Board (as provided herein, members of the Board are not compensated for service on the Board).

The Audit Committee shall: (1) recommend to the full Board for approval the retention and, when appropriate, the termination of an independent certified public accountant to serve as auditor; (2) subject to the supervision of the full Board, negotiate the compensation of the auditor on behalf of the Board; (3) confer with the auditor to satisfy the Audit Committee members that the financial affairs of this Corporation are in order; (4) review and determine whether to accept the audit; and (5) approve performance of any non-audit services provided to this Corporation by the auditor's firm.

ARTICLE X. INDEMNIFICATION AND INSURANCE

Section 9.01 Indemnification. To the fullest extent permitted by law, the Corporation shall indemnify its Directors, officers, employees, and other persons described in Corporations Code Section 5238(a), including persons formerly occupying any such positions, against all expenses, judgments, fines, settlements, and other amounts actually and reasonably incurred by them in connection with any "proceeding," as that term is used in that section, and including an action by or in the right of the Corporation by reason of the fact that the person is or was a person described in that section. "Expenses" shall have the same meaning herein as in Section 5238(a) of the Corporations Code. On written request to the Board of Directors by any person seeking indemnification under Corporations Code Section 5238(b) or Section 5238(c), the Board of Directors shall promptly decide under Corporations Code Section 5238(e) whether the applicable standard of conduct set forth in Corporations Code Section 5238(b) or Section 5238(c) has been met and, if so, the Board of Directors shall authorize indemnification.

Section 9.02 Insurance. The Corporation shall have the right to purchase and maintain insurance to the full extent permitted by law on behalf of its officers, Directors, employees, and other agents, to cover any liability asserted against or incurred by any officer, Director, employee, or agent in such capacity or arising from the officer's, Director's, employee's, or agent's status as such.

Section 9.03 Non-Liability of Directors. No Director shall be personally liable for the Corporation's debts, liabilities, or other obligations.

ARTICLE XI. RECORDS AND REPORTS

Section 10.01 Maintenance of Corporate Records. The Corporation shall keep (a) adequate and correct books and records of account; (b) written minutes of the proceedings of the Board and committees of the Board; (c) the original or a copy of its Articles of Incorporation and Bylaws, as amended to date; and (d) such reports and records as required by law.

Section 10.02 Inspection. Every Director shall have the right at any reasonable time, and from

time to time, to inspect all books, records, and documents of every kind and the physical properties of the Corporation, subject to applicable law. Such inspection by a Director may be made in person or by agent or attorney and the right of inspection includes the right to copy and make extracts. This right to inspect may be circumscribed in instances where the right to inspect conflicts with California or federal law (e.g., restrictions on the release of educational records under FERPA) pertaining to access to books, records, and documents.

Section 10.03 Annual Report. Pursuant to Corporations Code Section 6321, within 120 days after the close of its fiscal year the Corporation shall send each Director and any other persons as may be designated by the Board, a report containing the following information in reasonable detail:

- (a) The assets and liabilities, including the trust funds, of the Corporation as of the end of the fiscal year.
- (b) The principal changes in the assets and liabilities, including trust funds, during the fiscal year.
- (c) The revenue or receipts of the Corporation, both unrestricted and restricted to particular purposes, for the fiscal year.
- (d) The expenses or disbursements of the Corporation, for both general and restricted purposes, during the fiscal year.

The annual report shall be accompanied by any report thereon of independent accountants or, if there is no such report, by the certificate of an authorized officer of the Corporation that such statements were prepared without audit from the books and records of the Corporation.

Section 10.04 Annual Statement of Certain Transactions and Indemnifications. As part of the annual report to all Directors, or as a separate document if no annual report is issued, the Corporation shall, within 120 days after the end of the Corporation's fiscal year, annually prepare and deliver to each Director any information required by Corporations Code Section 6322 with respect to the preceding year.

ARTICLE XII. OTHER PROVISIONS

Section 11.01 Construction and Definitions. Unless the context otherwise requires, the general provisions, rules of construction, and definitions contained in the California Nonprofit Public Benefit Corporation Law shall govern the construction of these Bylaws. Without limiting the generality of the preceding sentence, the masculine gender includes the feminine and neuter, the singular includes the plural, the plural includes the singular, and the term "person" includes both a legal entity and a natural person.

Section 11.02 Fiscal Year. The fiscal year of the Corporation shall be from July 1st through June 30th of the following year.

ARTICLE XIII. AMENDMENT OF BYLAWS

Section 12.01 Bylaw Amendments. The Board may adopt, amend, or repeal Bylaws unless doing so would be a prohibited amendment under the California Corporations Code. Any amendment to these Bylaws will require a majority vote of the Directors then in office.

CERTIFICATE OF ADOPTION

I certify that I am the Secretary of Motivated Youth Academy Charter School, a California nonprofit public benefit corporation, and that the foregoing Second Amended Bylaws constitute the Bylaws of such Corporation that were duly adopted by its Board of Directors on January 12, 2023.

IN WITNESS WHEREOF, I have executed this certificate on January ¹⁹____, 2023.

DocuSigned by:

Lori Hatha

7EF93BA80GFB4B8...

Secretary, Motivated Youth Academy Charter School

Coversheet

School Highlights, Presented by Bill Dobson, Interim Director

Section:	VII. Correspondence/Proposals/Reports
Item:	A. School Highlights, Presented by Bill Dobson, Interim Director
Purpose:	Discuss
Submitted by:	
Related Material:	Board_Highlights_2023.2.9.pdf

MY Academy

School Highlights - January 2023

2022-2023 Enrollment

2022-2023 Enrollment 239 (as of 01/31/2023)

Track E - July 1, 2022 - March 31, 2023

- 14 Enrolled
 - 1 - Imperial County
 - 0 - Orange County
 - 5 - Riverside County
 - 8 - San Diego County

Track F - August 23, 2022 - May 26, 2023

- 225 Enrolled
 - 11 - Imperial County
 - 23 - Orange County
 - 57 - Riverside County
 - 134 - San Diego County

2022-2023 Graduates to date (as of 01/31/2023)

Track E - July 1, 2022 - March 31, 2023

- 7 Graduates

Track F - August 23, 2022 - May 26, 2023

- 5 Graduates

Important Dates

May 31, 2023 - End of the Year Graduation - In-person

Organization

MY Academy staff participated in the following:

Hosted by California Department of Education (CDE)

- **Digging into the Dashboard (Virtual)**

Hosted by Charter Impact

- Weekly Check-in (Virtual)

Hosted by Motivated Youth Academy (MYA)

- Educational Partner/Parent Advisory (Virtual)

Hosted by San Diego County Office of Education (SDCOE)

- San Diego County Charter Instructional Leader Meeting (Virtual)
- Sown to Grow
- Scalable Community Schools, Sustainable Charter Funding (Virtual)

Hosted by US Department of Homeland Security

- Community Awareness Briefing (Virtual)

LCAP Webinar: Increased or Improved Services, Part II

LCAP Webinar: Required Goals

Curriculum

MY Academy staff participated in the following:

Hosted by California PTC

- Sexual Health Educator Training Program (SHE)

Hosted by San Diego County Office of Education (SDCOE)

- American Indian Education Talking Circle (Virtual)
- CALPADS Connections Meeting
- CTE Leaders Network Meeting (Virtual)
- Nancy Baum, SDCOE meeting
- CDE and SDCOE Teacher Assignment Data Training

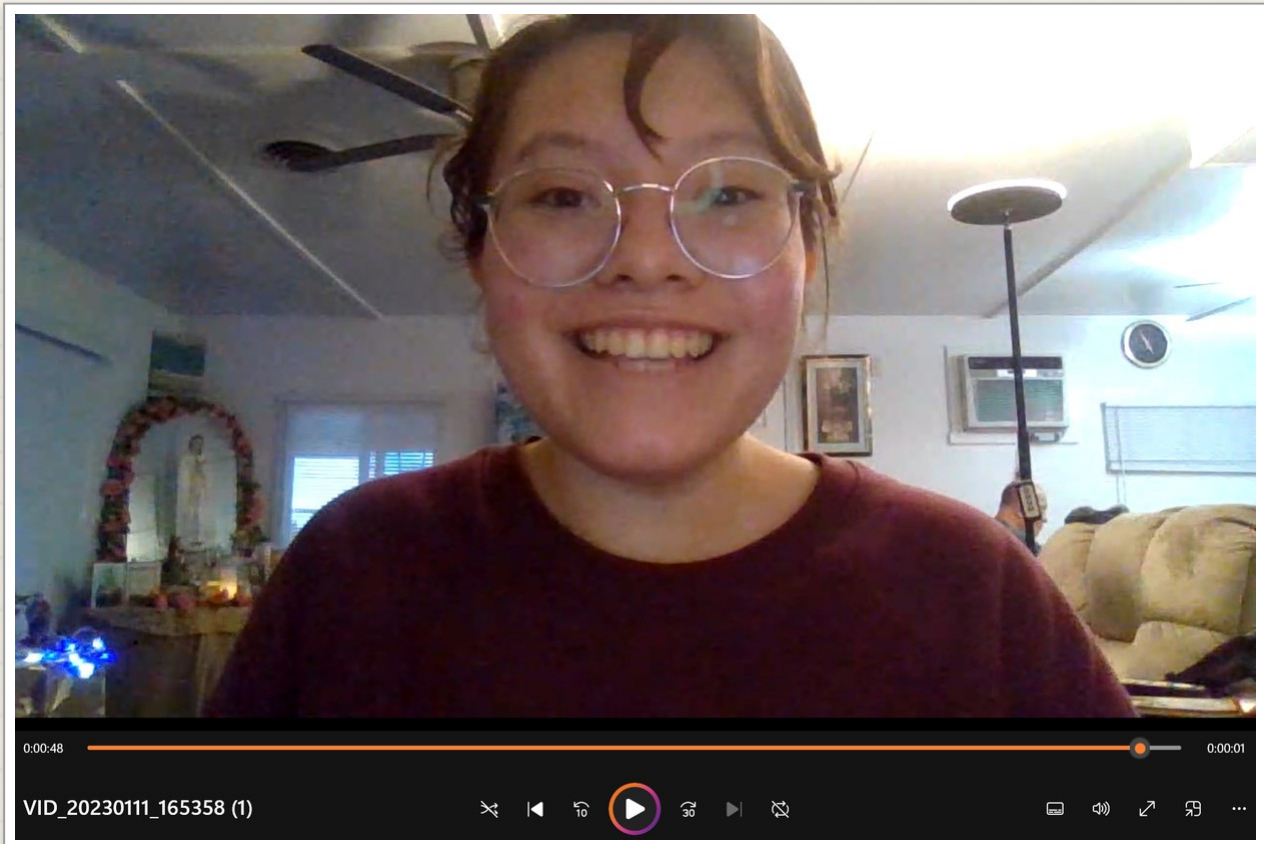
Shared by Teacher, Ms. Brock:

LJ, a student with an IEP who is enrolled in all Skills classes, wants to become a medical assistant after graduation. Her TOR and SAI teacher encouraged and supported her to apply and interview for a volunteer position with UCSD Health. She was enthusiastically accepted and will be starting in March! She and her parents are so proud and excited for the opportunity.

Shared by Teacher, Ms. Ochs:

Angie is just beginning to learn American Sign Language for her VAPA high school

requirements. In this video, she is learning the basics of Unit 1- introductions. Angie is excited to share what she is learning in ASL so that she can communicate better with her grandfather who is nearly deaf.



Learning and Teaching

MY Academy staff participated in the following:

LCAP Climate Team 2022-23 Putting it All Together Promoting Equitable Outcomes for All Students

LCAP Template and Instructions Webinar

LCAP Engaging Educational Partners Webinar

LCAP Goals and Actions Webinar

TryDrones Junior Intro Training

Hosted by California PTC

- Sexual Health Educator Training Program (SHE)

Assessments and Accountability

Powered by BoardOnTrack

MY Academy staff participated in the following:

Hosted by California Department of Education (CDE)

- Digging into the Dashboard: Part 3 of 3 (Virtual)

Hosted by San Diego County Office of Education (SDCOE)

- Assessment, Accountability and Evaluation Updates (Virtual)

Hosted by California Assessment of Student Performance and Progress (CAASPP)

- What's New for Testing? Webinar

2022-23 PFT Timeline and What's New webinar

School Culture

MY Academy staff participated in the following:

Hosted by Alliance for Regional Solutions

- North County Transitional Aged Youth Collaborative (Virtual)

Hosted by Department of Homeland Security

- Community Awareness Briefing (CAB) (Virtual)

Hosted by San Diego Health and Human Services (HHSA) Agency

- K-12 School Sector Telebriefing (Virtual)

Hosted by San Diego Internet Crimes Against Children

- Internet Crimes Against Children Task Force Professional Development (Virtual)

Hosted by San Diego Reentry Roundtable

- Education Sub Committee Meeting (Virtual)
- General Meeting (Virtual)

Hosted by San Diego Workforce Partnership

- Public Input Meeting (Virtual)

Hosted by Urban Peace Institute

- Introductory Meeting

COPES Monthly Charter Meeting

Joint Homeless & Foster Care District Liaison Meeting

Rising to the Challenge- State Chronic Absenteeism Webinar

Shared by Student Success Coordinator, Ms. Rothenburger :

MY Academy began its first-ever Parent Support Group for Students Who Are Parents. Facilitated by Student Success Coordinator, Chantel Rothenburger, two MY Academy students and three Teachers of Record joined in to share the challenges and triumphs of parenthood. In the first meeting alone, participants were able to share the stressors of childbirth, breastfeeding and sleeping schedules. But most importantly, it created a foundation of support to where one student told her TOR after the meeting, "Thanks for the meeting. Can you keep me updated on the next meeting? 😊"



Shared by School Counselor, Ms. Sevcik and Teacher, Ms. Ochs:

Book Club members Nawani, Kalani, Maxie, and Angie met up in Temecula to experience an interactive escape-room-style outdoor experience. This was a nationwide scavenger hunt based on the novel Alice in Wonderland. Along with many family members, the 'team' searched the town of Temecula for hidden clues. The club members and their families had a blast!

Alice is trapped in Wonderland and time is running out to save her! Follow Alice down the rabbit hole and enter a virtual world of adventure, intrigue, and impossible things at this immersive Alice in Wonderland event. Don't be late! Solve clues that just get curiouiser and curiouiser. Take on mad and mischievous challenges, and uncover a dark conspiracy at the heart of Wonderland.





Shared by Instructional Assistant, Ms. Siegel:

In celebration of Great Kindness Challenge Week, a student watched a video on friendship (embedded in her document) and shared the impact it had on her.

Natalie ,1/24/2023

Language Arts

Kindness Week , Friendship, Steven Hartman Kindness 101

<https://www.cbsnews.com/video/kindness-101-students-teach-us-all-a-lesson-in-friendship/>

This video's message is that friendship is about caring and being there for each other no matter what.

Two little girls met in preschool and became best friends. They call each other twins. They dress the same and have a lot of things in common.

Another girl came up to them telling them that they couldn't be twins because of their skin color but they both said it didn't matter if they were twins by soul.

The show checked up with them 5 years later and they are still best friends. The secret to staying friends is always saying sorry. It doesn't matter who says sorry first but they also hug it out.

I think it's harder to say friends when you get older because not everyone stays the same And some friendships do end by selfishness but not everyone is because some move schools or cities and also still talk even when it's hard to.

Get Social with us!

STAY UP TO DATE ON MY ACADEMY



@MYACADEMYCA





Contact Us



Facebook



@myacademyca



500 La Terraza Boulevard, #15...



info@myacademy.org



619-344-0967



myacademy.org

Coversheet

State Budget Overview and Financial Update, Presented by Roger Castillo, Director of Client Finance, Charter Impact

Section: VII. Correspondence/Proposals/Reports
Item: B. State Budget Overview and Financial Update, Presented by
Roger Castillo, Director of Client Finance, Charter Impact
Purpose: Discuss
Submitted by:
Related Material: 22.12-MYA - Board Packet - 2023-02-09.pdf
MYA - Current Outlook on State Budget.pdf



Motivated Youth Academy

December 2022 Financials

Prepared for the 2/09/2023 Board Meeting

Highlights

- Revenue and expenses are consistent with the previous forecast.
- The school received \$59K for Arts Music Instructional Materials Block Grant funds. This represents half of the total allocation and was placed in deferred revenue to be recognized in future fiscal years.
- Days cash on hand projection for year-end: 146 days
- The year-end surplus is forecasting at \$72K and is a slight \$9K increase compared to prior month.

Compliance and Reporting

- 15.5 : 1 Pupil to Teacher – compliant
- 40/80 currently supports an 85% funding determination – working to shift spending to instructional-related areas.

Pupil:Teacher Ratio	
15.52 : 1	

Cert.	Instr.
54.9%	71.4%
454,440	(262,356)

Revenue

- ADA forecast remains unchanged at 202 but will be updated next month for the 2nd Interim reporting.
- Federal Revenue recognized \$7K from prior year Title I funding.
- State Aid and Other State Revenue remain practically unchanged.
- Local Revenue received another \$2.4K in fundraising from California Pacific Charter School.

	Year-to-Date			Annual/Full Year		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
Revenue						
State Aid-Rev Limit	\$ 1,066,995	\$ 928,406	\$ 138,589	\$ 2,669,050	\$ 2,477,754	\$ 191,296
Federal Revenue	49,313	73,882	(24,569)	101,178	124,900	(23,722)
Other State Revenue	15,420	187,747	(172,327)	212,798	441,594	(228,796)
Other Local Revenue	50,027	3,800	46,227	69,837	7,600	62,237
Total Revenue	\$ 1,181,756	\$1,193,835	\$ (12,080)	\$ 3,052,863	\$ 3,051,848	\$ 1,015

Expenses

- Salary and Benefit costs continue forecasting lower by \$18K due to savings from 2 open positions.
- Operational costs increased by \$15K from the General Consulting line item and primarily for KRA Corporation for continued career coaching services.

	Year-to-Date			Annual/Full Year		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
Expenses						
Certificated Salaries	\$ 615,063	\$ 596,722	\$ (18,341)	\$ 1,312,177	\$ 1,258,204	\$ (53,974)
Classified Salaries	122,088	172,608	50,520	293,675	349,034	55,359
Benefits	219,247	333,588	114,341	529,794	695,146	165,352
Books and Supplies	95,098	78,069	(17,029)	194,958	156,225	(38,733)
Subagreement Services	41,637	78,704	37,067	157,920	157,577	(343)
Operations	49,707	36,142	(13,565)	80,650	72,284	(8,366)
Facilities	10,213	11,375	1,162	25,148	22,750	(2,398)
Professional Services	194,093	161,085	(33,007)	386,686	318,087	(68,599)
Total Expenses	\$ 1,347,146	\$1,468,293	\$ 121,148	\$ 2,981,008	\$ 3,029,307	\$ 48,299

Fund Balance

- Forecasted year-end surplus remains at 2% of total expenses.
- The year-end fund balance is trending slightly higher at 39.9% of annual expenses.
- This healthy fund balance will help guard against economic uncertainties.

	Year-to-Date			Annual/Full Year		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
Total Surplus(Deficit)	\$ (165,390)	\$ (274,458)	\$ 109,068	\$ 71,855	\$ 22,541	\$ 49,313
Beginning Fund Balance	<u>1,117,501</u>	<u>1,117,501</u>		<u>1,117,501</u>	<u>1,117,501</u>	
Ending Fund Balance	<u>\$ 952,110</u>	<u>\$ 843,043</u>		<u>\$ 1,189,355</u>	<u>\$ 1,140,042</u>	
<i>As a % of Annual Expenses</i>	31.9%	27.8%		39.9%	37.6%	

Appendices

- Monthly Cash Flow / Forecast 22-23
- Budget vs. Actual
- Statement of Financial Position
- Statement of Cash Flows
- Check Register
- AP Aging
- Compliance Reminders

Motivated Youth Academy

Monthly Cash Flow/Forecast FY22-23

Revised 1/30/2023

ADA = 201.78



Revenues

State Aid - Revenue Limit

8011	LCFF State Aid
8012	Education Protection Account
8019	State Aid - Prior Year
8096	In Lieu of Property Taxes

Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Year-End Accruals
95,528	95,528	171,950	171,950	171,950	171,950	121,180	121,180	140,491	140,491	140,491	140,491	489,973
-	-	8,920	-	-	8,920	10,089	-	-	2,338	-	-	10,088
-	-	-	-	-	(241)	-	-	-	-	-	-	-
-	-	-	-	105,576	64,964	26,921	26,921	77,134	38,567	38,567	38,567	38,567
95,528	95,528	180,870	171,950	277,526	245,593	158,190	148,101	217,625	181,396	179,058	179,058	538,628

Annual Forecast
2,173,152
40,356
(241)
455,783
2,669,050

Original Budget Total	Favorable / (Unfav.)
ADA = 201.78	
2,107,751	65,401
40,356	(0)
-	(241)
329,647	126,136
2,477,754	191,296

Federal Revenue

8181	Special Education - Entitlement
8290	Title I, Part A - Basic Low Income
8291	Title II, Part A - Teacher Quality
8296	Other Federal Revenue
8299	Prior Year Federal Revenue

-	-	-	-	-	-	1,864	1,864	4,864	4,864	4,864	4,864	4,864
-	-	-	-	-	13,269	-	-	-	-	-	-	11,658
-	-	2,574	-	-	-	-	-	-	-	-	-	1,839
-	-	25,938	-	-	580	-	-	3,333	-	-	3,333	3,653
-	-	-	-	-	6,952	-	-	-	-	-	-	-
-	-	28,512	-	-	20,801	1,864	1,864	8,197	4,864	4,864	8,197	22,014

28,048
24,927
4,413
36,838
6,952
101,178

21,933	6,115
24,449	478
4,117	296
74,401	(37,563)
-	6,952
124,900	(23,722)

Other State Revenue

8311	State Special Education
8550	Mandated Cost
8560	State Lottery
8598	Prior Year Revenue
8599	Other State Revenue

-	-	-	-	-	-	12,156	12,156	25,583	25,583	25,583	25,583	25,583
-	-	-	-	7,354	-	-	-	-	-	-	-	-
-	-	-	-	-	-	8,827	-	-	8,827	-	-	30,190
-	-	-	-	-	66	-	-	-	-	-	-	-
-	-	-	-	8,000	-	-	-	1,327	-	-	1,327	(5,346)
-	-	-	-	15,354	66	20,983	12,156	26,910	34,410	25,583	26,910	50,426

152,226
7,354
47,844
66
5,308
212,798

122,375	29,851
6,302	1,052
40,585	7,259
-	66
272,333	(267,025)
441,594	(228,796)

Other Local Revenue

8660	Interest Revenue
8699	School Fundraising
8980	Contributions, Unrestricted

152	131	-	243	-	189	217	217	217	217	217	217	-
-	-	-	-	2,574	2,379	-	-	-	-	-	-	-
-	-	-	44,359	-	-	3,085	3,085	3,085	3,085	3,085	3,085	-
152	131	-	44,602	2,574	2,568	3,302	3,302	3,302	3,302	3,302	3,302	-

2,015
4,953
62,868
69,837

2,600	(585)
-	4,953
5,000	57,868
7,600	62,237

Total Revenue

95,680	95,659	209,382	216,552	295,454	269,028	184,338	165,422	256,033	223,972	212,806	217,467	611,069
--------	--------	---------	---------	---------	---------	---------	---------	---------	---------	---------	---------	---------

3,052,863

3,051,848	1,015
-----------	-------

Expenses

Certificated Salaries

1100	Teachers' Salaries
1175	Teachers' Extra Duty/Stipends
1200	Pupil Support Salaries
1300	Administrators' Salaries
1900	Other Certificated Salaries

17,673	76,413	71,526	73,096	73,607	67,030	72,885	72,885	72,885	72,885	72,885	78,385	-
625	3,674	2,199	2,310	2,535	2,348	5,607	5,607	5,607	5,607	5,607	5,607	-
15,453	18,571	14,571	14,571	14,571	14,592	15,292	15,292	15,292	15,292	15,292	15,292	-
19,249	23,282	19,082	19,082	20,608	24,985	20,851	20,851	20,851	20,851	20,851	20,851	-
404	456	847	596	717	391	634	634	634	634	634	634	-
53,403	122,396	108,225	109,655	112,038	109,346	115,269	115,269	115,269	115,269	115,269	120,769	-

822,158
47,331
184,080
251,394
7,214
1,312,177

780,745	(41,413)
34,175	(13,156)
183,503	(577)
259,781	8,387
-	(7,214)
1,258,204	(53,974)

Classified Salaries

2100	Instructional Salaries
2200	Support Salaries
2400	Clerical and Office Staff Salaries

3,717	11,635	7,817	5,842	5,467	4,675	9,869	9,869	9,869	9,869	9,869	9,869	-
-	-	-	-	-	-	-	-	-	-	-	-	-
12,659	15,421	9,826	13,501	16,022	15,508	18,729	18,729	18,729	18,729	18,729	18,729	-
16,375	27,056	17,643	19,343	21,489	20,183	28,598	28,598	28,598	28,598	28,598	28,598	-

98,366
-
195,309
293,675

114,608	16,242
-	-
234,426	39,117
349,034	55,359

Benefits

3101	STRS
3301	OASDI
3311	Medicare
3401	Health and Welfare
3501	State Unemployment
3601	Workers' Compensation
3901	Other Benefits

8,795	18,337	19,038	19,079	19,276	12,847	24,237	22,237	22,237	22,237	22,237	23,298	-
1,376	1,767	1,508	1,519	1,810	1,876	2,037	2,037	2,037	2,037	2,037	2,037	-
997	2,141	1,797	1,842	1,908	1,846	2,160	2,160	2,160	2,160	2,160	2,243	-
9,496	17,642	14,563	14,660	14,350	15,886	15,583	15,583	15,583	15,583	15,583	15,583	-
550	735	51	74	163	242	11,846	8,117	4,059	2,029	2,029	2,029	-
2,537	770	1,731	1,870	3,885	(144)	3,617	1,817	1,817	1,817	1,817	1,886	-
325	120	318	473	635	552	2,057	2,057	2,057	2,057	2,057	2,136	-
24,077	41,512	39,006	39,518	42,027	33,106	61,537	54,008	49,949	47,920	47,920	49,212	-

233,858
22,076
23,575
180,098
31,924
23,419
14,844
529,794

198,290	(35,568)
69,874	47,797
46,610	23,035
309,120	129,022
33,499	1,575
14,000	(9,419)
23,754	8,910
695,146	165,352

Books and Supplies

4100	Textbooks and Core Materials
4302	School Supplies
4305	Software
4310	Office Expense
4311	Business Meals
4400	Noncapitalized Equipment

-	-	-	-	-	-	2,093	1,238	833	833	833	833	-
103	130	17	-	44	1,191	2,760	1,360	1,360	1,360	1,360	1,360	-
20,722	1,308	25,773	6,844	1,133	1,398	11,024	9,524	6,024	6,024	6,024	6,024	-
604	4,241	604	3,629	3,135	1,291	2,221	2,221	2,221	2,221	2,221	2,221	-
-	75	1,030	-	185	342	750	750	750	750	750	750	-
10,840	1,514	108	3,729	13,975	(8,866)	7,778	4,778	2,778	2,278	1,778	1,778	-
32,268	7,269	27,531	14,202	18,472	(4,644)	26,626	19,871	13,966	13,466	12,966	12,966	-

6,665
11,043
101,820
26,831
6,132
42,466
194,958

50,000	43,335
3,365	(7,678)
25,000	(76,820)
11,321	(15,510)
11,352	5,220
55,187	12,721
156,225	(38,733)

Subagreement Services

5102	Special Education
5104	Transportation
5106	Other Educational Consultants

3,944	978	1,234	688	2,324	-	8,033	4,033	4,033	4,033	4,033	4,033	4,033
-	-	-	-	-	-	9,025	3,125	3,125	3,125	3,125	3,125	-
4,750	14,880	6,638	6,201	-	-	19,200	6,700	6,700	6,700	6,700	6,700	6,700
8,694	15,858	7,873	6,888	2,324	-	36,258	13,858	13,858	13,858	13,858	13,858	10,733

41,400
24,650
91,869
157,920

-	(41,400)
-	(24,650)
157,577	65,708
157,577	(343)

Motivated Youth Academy

Monthly Cash Flow/Forecast FY22-23

Revised 1/30/2023

ADA = 201.78



Operations and Housekeeping

5201	Auto and Travel
5300	Dues & Memberships
5400	Insurance
5900	Communications
5901	Postage and Shipping

Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Year-End Accruals
1,330	6,891	-	-	1,264	341	367	667	667	667	667	667	-
6,870	(4,995)	2,379	-	801	3,614	117	117	117	117	117	117	-
2,184	1,545	2,160	1,751	1,751	1,751	2,608	2,108	2,108	2,108	2,108	2,108	-
1,449	654	1,873	660	7,780	5,369	1,090	1,090	1,090	2,590	2,590	2,590	-
100	536	394	-	786	468	392	392	392	392	392	392	-
11,933	4,632	6,806	2,411	12,382	11,543	4,574	4,374	4,374	5,874	5,874	5,874	-

Annual Forecast
13,526
9,369
24,292
28,828
4,634
80,650

Original Budget Total	Favorable / (Unfav.)
8,000	(5,526)
8,000	(1,369)
25,300	1,008
26,284	(2,544)
4,700	66
72,284	(8,366)

Facilities, Repairs and Other Leases

5601	Rent
5602	Additional Rent
5604	Other Leases

1,896	2,001	-	3,523	1,761	-	3,896	1,896	1,896	1,896	1,896	1,896	-
258	258	-	-	258	258	260	260	260	260	260	260	-
2,135	(2,135)	-	-	-	-	-	-	-	-	-	-	-
4,289	123	-	3,523	2,019	258	4,156	2,156	2,156	2,156	2,156	2,156	-

22,556
2,592
-
25,148

22,750	194
-	(2,592)
-	-
22,750	(2,398)

Professional/Consulting Services

5801	IT
5802	Audit & Taxes
5803	Legal
5804	Professional Development
5805	General Consulting
5806	Special Activities/Field Trips
5807	Bank Charges
5809	Other taxes and fees
5810	Payroll Service Fee
5811	Management Fee
5812	District Oversight Fee
5815	Public Relations/Recruitment

17,143	(1,444)	4,018	2,316	2,416	5,330	679	679	2,179	2,179	2,179	2,181	-
-	2,048	-	1,050	-	3,623	8,275	-	-	-	-	-	-
-	-	1,323	5,534	669	5,373	4,167	4,167	4,167	4,167	4,167	4,167	12,100
2,080	14,245	-	1,125	1,266	710	5,500	2,500	2,500	2,500	2,500	2,500	-
2,500	6,150	14,463	7,345	17,972	17,540	11,217	7,217	7,217	7,217	7,217	7,218	-
-	-	-	192	-	-	1,388	500	500	500	500	500	-
-	-	70	-	25	25	-	50	-	-	50	-	-
198	4,820	67	198	33	0	200	100	100	100	100	100	-
1,371	2,679	1,732	1,483	1,515	1,492	1,997	1,700	1,700	1,700	1,700	1,700	-
5,086	5,541	5,023	5,771	6,298	5,023	5,413	5,413	5,413	5,413	5,413	5,413	(263)
-	-	-	-	4,705	4,704	1,424	1,333	1,959	1,633	1,612	1,612	5,039
-	1,248	-	-	-	-	3,591	1,246	1,246	1,246	1,246	1,246	-
28,379	35,286	26,696	25,013	34,900	43,819	43,852	24,906	26,982	26,656	26,685	26,638	16,876

39,853
14,995
50,000
37,426
113,273
4,082
220
6,019
20,769
64,957
24,021
11,071
386,686

-	(39,853)
9,975	(5,020)
50,000	-
17,100	(20,326)
172,500	59,227
814	(3,268)
-	(220)
-	(6,019)
16,000	(4,769)
-	(64,957)
23,500	(521)
28,198	17,127
318,087	(68,599)

Total Expenses

179,419	254,132	233,779	220,553	245,652	213,611	320,870	263,039	255,152	253,797	253,326	260,070	27,609
---------	---------	---------	---------	---------	---------	---------	---------	---------	---------	---------	---------	--------

2,981,008

3,029,307	48,298
-----------	--------

Monthly Surplus (Deficit)

(83,739)	(158,473)	(24,397)	(4,001)	49,803	55,417	(136,532)	(97,617)	882	(29,825)	(40,519)	(42,604)	583,460
----------	-----------	----------	---------	--------	--------	-----------	----------	-----	----------	----------	----------	---------

71,854

22,541	49,313
--------	--------

Cash Flow Adjustments

Monthly Surplus (Deficit)
Cash flows from operating activities
Depreciation/Amortization
Public Funding Receivables
Grants and Contributions Rec.
Due To/From Related Parties
Prepaid Expenses
Other Assets
Accounts Payable
Accrued Expenses
Other Liabilities

(83,739)	(158,473)	(24,397)	(4,001)	49,803	55,417	(136,532)	(97,617)	882	(29,825)	(40,519)	(42,604)	583,460
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	(611,069)	(611,069)
11,772	65,552	45,510	5,353	-	(17,075)	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
23,505	(3,842)	5,333	15,766	(17,151)	(11,948)	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
(12,513)	(6,522)	5,022	(36)	-	-	-	-	-	-	-	-	27,609
(5,171)	(24,581)	(10,526)	3,048	(4,613)	(27,383)	-	-	-	-	-	-	-
2,863	-	45,086	(44,359)	148,090	59,414	-	-	-	-	207,504	-	-

2%
71,854
-
(611,069)
111,112
-
11,664
-
13,560
(69,226)
418,598

Cert.	Instr.
54.9%	71.4%
454,440	(262,356)

Pupil:Teacher Ratio
15.52 : 1

Total Change in Cash

(63,283)	(127,866)	66,028	(24,228)	176,129	58,426	(136,532)	(97,617)	882	(29,825)	166,985	(42,604)	
----------	-----------	--------	----------	---------	--------	-----------	----------	-----	----------	---------	----------	--

Days Cash
146

Cash, Beginning of Month

1,243,991	1,180,708	1,052,843	1,118,870	1,094,642	1,270,771	1,329,197	1,192,665	1,095,047	1,095,929	1,066,104	1,233,089	
-----------	-----------	-----------	-----------	-----------	-----------	-----------	-----------	-----------	-----------	-----------	-----------	--

Cash, End of Month

1,180,708	1,052,843	1,118,870	1,094,642	1,270,771	1,329,197	1,192,665	1,095,047	1,095,929	1,066,104	1,233,089	1,190,485	
-----------	-----------	-----------	-----------	-----------	-----------	-----------	-----------	-----------	-----------	-----------	-----------	--

MY Academy Charter**Budget vs Actual**

For the period ended December 31, 2022

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Revenues							
State Aid - Revenue Limit							
LCFF State Aid	\$ 171,950	\$ 189,696	\$ (17,746)	\$ 878,856	\$ 779,860	\$ 98,996	\$2,107,751
Education Protection Account	8,920	-	8,920	17,840	10,094	7,746	40,356
State Aid - Prior Year	(241)	-	(241)	(241)	-	(241)	-
In Lieu of Property Taxes	64,964	26,372	38,592	170,540	138,452	32,088	329,647
Total State Aid - Revenue Limit	245,593	216,068	29,525	1,066,995	928,406	138,589	2,477,754
Federal Revenue							
Special Education - Entitlement	-	1,974	(1,974)	-	8,116	(8,116)	21,933
Title I, Part A - Basic Low Income	13,269	18,337	(5,068)	13,269	24,449	(11,180)	24,449
Title II, Part A - Teacher Quality	-	3,088	(3,088)	2,574	4,117	(1,543)	4,117
Other Federal Revenue	580	18,600	(18,020)	26,518	37,201	(10,682)	74,401
Prior Year Federal Revenue	6,952	-	6,952	6,952	-	6,952	-
Total Federal Revenue	20,801	41,999	(21,198)	49,313	73,882	(24,569)	124,900
Other State Revenue							
State Special Education	-	11,014	(11,014)	-	45,279	(45,279)	122,375
Mandated Cost	-	6,302	(6,302)	7,354	6,302	1,052	6,302
State Lottery	-	-	-	-	-	-	40,585
Prior Year Revenue	66	-	66	66	-	66	-
Other State Revenue	-	68,083	(68,083)	8,000	136,167	(128,167)	272,333
Total Other State Revenue	66	85,399	(85,333)	15,420	187,747	(172,327)	441,594
Other Local Revenue							
Interest Revenue	189	217	(27)	715	1,300	(585)	2,600
School Fundraising	2,379	-	2,379	4,953	-	4,953	-
Contributions, Unrestricted	-	417	(417)	44,359	2,500	41,859	5,000
Total Other Local Revenue	2,568	633	1,935	50,027	3,800	46,227	7,600
Total Revenues	269,028	344,098	(75,070)	1,181,756	1,193,835	(12,080)	3,051,848
Expenses							
Certificated Salaries				615,063			
Teachers' Salaries	67,030	70,200	3,170	379,345	359,546	(19,800)	780,745
Teachers' Extra Duty/Stipends	2,348	3,107	759	13,690	15,534	1,844	34,175
Pupil Support Salaries	14,592	15,292	700	92,329	91,752	(577)	183,503
Administrators' Salaries	24,985	21,648	(3,336)	126,287	129,891	3,603	259,781
Other Certificated Salaries	391	-	(391)	3,412	-	(3,412)	-
Total Certificated Salaries	109,346	110,247	901	615,063	596,722	(18,341)	1,258,204
Classified Salaries				122,088			
Instructional Salaries	4,675	9,869	5,193	39,153	55,395	16,242	114,608
Clerical and Office Staff Salaries	15,508	19,536	4,028	82,935	117,213	34,278	234,426
Total Classified Salaries	20,183	29,404	9,221	122,088	172,608	50,520	349,034
Benefits				219,247			
State Teachers' Retirement System, certificated positions	12,847	17,375	4,527	97,373	94,042	(3,331)	198,290
OASDI/Medicare/Alternative, certificated positions	1,876	5,886	4,011	9,856	34,555	24,699	69,874
Medicare/Alternative, certificated positions	1,846	4,050	2,204	10,533	22,311	11,778	46,610
Health and Welfare Benefits, certificated positions	15,886	25,760	9,874	86,598	154,560	67,962	309,120
State Unemployment Insurance, certificated positions	242	1,675	1,433	1,814	10,050	8,235	33,499
Workers' Compensation Insurance, certificated positions	(144)	1,216	1,360	10,650	6,701	(3,949)	14,000
Other Benefits, certificated positions	552	2,064	1,512	2,424	11,370	8,946	23,754
Total Benefits	33,106	58,026	24,921	219,247	333,588	114,341	695,146
Books & Supplies							
Textbooks and Core Materials	-	4,167	4,167	-	25,000	25,000	50,000
School Supplies	1,191	280	(911)	1,484	1,680	196	3,365
Software	1,398	2,083	685	57,179	12,500	(44,679)	25,000
Office Expense	1,291	943	(348)	13,503	5,661	(7,842)	11,321
Business Meals	342	946	604	1,632	5,676	4,044	11,352
Noncapitalized Equipment	(8,866)	4,592	13,458	21,300	27,553	6,253	55,187
Total Books & Supplies	(4,644)	13,012	17,655	95,098	78,069	(17,029)	156,225
Subagreement Services							
Special Education	-	-	-	9,167	-	(9,167)	-
Other Educational Consultants	-	13,117	13,117	32,469	78,704	46,235	157,577
Total Subagreement Services	-	13,117	13,117	41,637	78,704	37,067	157,577

MY Academy Charter**Budget vs Actual**

For the period ended December 31, 2022

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Operations & Housekeeping							
Auto and Travel	341	667	325	9,826	4,000	(5,826)	8,000
Dues & Memberships	3,614	667	(2,947)	8,669	4,000	(4,669)	8,000
Insurance	1,751	2,108	357	11,142	12,650	1,508	25,300
Communications	5,369	2,190	(3,178)	17,785	13,142	(4,643)	26,284
Postage and Shipping	468	392	(76)	2,284	2,350	66	4,700
Total Operations & Housekeeping	11,543	6,024	(5,519)	49,707	36,142	(13,565)	72,284
Facilities, Repairs & Other Leases							
Rent	-	1,896	1,896	9,181	11,375	2,194	22,750
Additional Rent	258	-	(258)	1,032	-	(1,032)	-
Total Facilities, Repairs & Other Leases	258	1,896	1,638	10,213	11,375	1,162	22,750
Professional/Consulting Services							
IT	5,330	-	(5,330)	29,779	-	(29,779)	-
Audit & Taxes	3,623	3,325	(298)	6,720	9,975	3,255	9,975
Legal	5,373	4,167	(1,206)	12,899	25,000	12,101	50,000
Professional Development	710	1,425	715	19,426	8,550	(10,876)	17,100
General Consulting	17,540	14,375	(3,165)	65,969	86,250	20,281	172,500
Special Activities/Field Trips	-	68	68	192	406	214	814
Bank Charges	25	-	(25)	120	-	(120)	-
Other Taxes and Fees	0	-	(0)	5,317	-	(5,317)	-
Payroll Service Fee	1,492	1,333	(159)	10,272	8,000	(2,272)	16,000
Management Fee	5,023	-	(5,023)	32,742	-	(32,742)	-
District Oversight Fee	4,704	2,049	(2,655)	9,409	8,805	(604)	23,500
Public Relations/Recruitment	-	2,350	2,350	1,248	14,099	12,851	28,198
Total Professional/Consulting Services	43,819	29,092	(14,728)	194,093	161,085	(33,007)	318,087
Total Expenses	213,611	260,818	47,207	1,347,146	1,468,293	121,148	3,029,307
Change in Net Assets	55,417	83,281	(27,863)	(165,390)	(274,458)	109,068	22,541
Net Assets, Beginning of Period	896,693			1,117,501			
Net Assets, End of Period	\$ 952,111			\$ 952,111			

MY Academy Charter**Statement of Financial Position****December 31, 2022**

	Current Balance	Beginning Year Balance	YTD Change	YTD % Change
Assets				
Current Assets				
Unrestricted Cash	\$ 930,902	\$ 1,243,991	\$ (313,090)	-25%
Restricted Cash	398,295	-	398,295	0%
Cash & Cash Equivalents	1,329,197	1,243,991	85,205	7%
Accounts Receivable	123,979	235,091	(111,112)	-47%
Due To/From Related Parties	1,116	1,116	-	0%
Prepaid Expenses	38,607	50,271	(11,664)	-23%
Total Current Assets	1,492,899	1,530,469	(37,570)	-2%
Total Assets	\$ 1,492,899	\$ 1,530,469	\$ (37,570)	-2%
Liabilities				
Current Liabilities				
Accounts Payable	\$ -	\$ 14,049	\$ (14,049)	-100%
Accrued Liabilities	142,493	211,719	(69,226)	-33%
Deferred Revenue	398,295	187,201	211,094	113%
Total Current Liabilities	540,788	412,969	127,820	31%
Total Liabilities	540,788	412,969	127,820	31%
Total Net Assets	952,111	1,117,501	(165,390)	-15%
Total Liabilities and Net Assets	\$ 1,492,899	\$ 1,530,469	\$ (37,570)	-2%

MY Academy Charter**Statement of Cash Flows****For the period ended December 31, 2022**

	Month Ended 12/31/22	YTD Ended 12/31/22
Cash Flows from Operating Activities		
Change in Net Assets	\$ 55,417	\$ (165,390)
Adjustments to reconcile change in net assets to net cash flows from operating activities:		
Decrease/(Increase) in Operating Assets:		
Grants, Contributions & Pledges Receivable	(17,075)	111,112
Prepaid Expenses	(11,948)	11,664
(Decrease)/Increase in Operating Liabilities:		
Accounts Payable	-	(14,049)
Accrued Expenses	(27,383)	(69,226)
Deferred Revenue	59,414	211,094
Total Cash Flows from Operating Activities	58,426	85,205
Change in Cash & Cash Equivalents	58,426	85,205
Cash & Cash Equivalents, Beginning of Period	1,270,771	1,243,991
Cash and Cash Equivalents, End of Period	\$ 1,329,197	\$ 1,329,196

MY Academy Charter**Check Register****For the period ended December 31, 2022**

Check Number	Vendor Name	Transaction Description	Check Date	Check Amount
20165	SchoolsFirst Plan Administration LLC	Schools First 403b/457b 11/25/22	12/1/2022	\$ 2,599.30
20166	Charter Impact	Business Mgmt Svcs - 12/22	12/1/2022	5,023.00
20167	Golden Acorn Casino	Meals - 09/22	12/1/2022	464.00
20168	Alpha Vision, Inc.	IT Svcs - 11/22 & Software - Backupify G-Suite	12/8/2022	220.00
20169	CaliforniaChoice Benefit Administrators	Health Ins. - 01/23	12/8/2022	16,651.05
20170	Clifton Larson Allen LLP	Audit Svcs - FYE 06/30/22	12/8/2022	3,622.50
20171	Keyn Group, LLC	IT Svcs & Software & Communication Svcs	12/8/2022	2,702.73
20172	KM Educational Consulting and Executive Coaching S	Consulting Svcs - 10/22 & 11/22	12/8/2022	4,237.50
20173	Law Office of Young, Minney & Corr. LLP	Legal Svcs - 10/04/22 - 10/28/22	12/8/2022	5,373.00
20174	Mobile Beacon	Internet Svcs	12/8/2022	1,375.00
20175	MyBaseGuide	Membership - 2022 3 Star Military Partnership Alpha	12/8/2022	2,720.00
20176	R&B Communications	IT Svcs - 11/22	12/8/2022	1,211.00
20177	San Diego County Office of Education	Equity Conference - 01/19/23 - 01/20/23 - M. Blitzstein	12/8/2022	475.00
20178	YMCA of San Diego County	Joiner's and Membership Fee - Evans, D	12/8/2022	264.00
20179	YMCA of San Diego County	Joiner's and Membership Fee - Gonzalez, M & Hernandez, I	12/8/2022	384.00
20180	YMCA of San Diego County	Joiner's and Membership Fee - Fernandez, B	12/8/2022	246.00
20181	Amazon Capital Services	School Supplies	12/15/2022	94.61
20182	California Association of Public Information Officials	Demystifying Communications - Webinar Registration Lenz, G	12/15/2022	30.00
20183	Keyn Group, LLC	IT Svcs	12/15/2022	1,500.00
20184	Larry Albert Alvarado	Stipend - 12/22	12/15/2022	600.00
20185	Philadelphia Insurance Companies	Accident Ins. - 12/22	12/15/2022	7,545.80
20186	Golden Acorn Casino	Meals - 10/22	12/21/2022	512.00
20187	KRA Corporation	Consulting Svcs - Career Coaching - 11/01/22 - 11/30/22	12/21/2022	7,602.11
20188	Verizon Wireless	Communication Svcs - 11/02/22 - 12/01/22	12/21/2022	3,151.39
20189	Berkshire Hathaway Homestate Companies	Workers Comp - 11/22	12/23/2022	2,221.20
ACH	Michael P. Humphrey	Stipend - 11/22	12/8/2022	900.00
ACH	William W. Hall	Stipend - 11/22	12/8/2022	900.00
ACH	Michael P. Humphrey	Stipend - 12/22	12/15/2022	600.00
ACH	Michael P. Humphrey	Stipend - 12/22	12/15/2022	450.00
ACH	Peter Matz	Stipend - 12/22	12/15/2022	600.00
ACH	Steve Fraire	Stipend - 12/22	12/15/2022	600.00
ACH	William W. Hall	Stipend - 12/22	12/15/2022	600.00
ACH	William W. Hall	Stipend - 12/22	12/15/2022	450.00
ACH	Chase	CC Payment - Sept 22 Transactions	12/1/2022	7,962.18
ACH	Chase	Bank Charge	12/5/2022	<u>25.00</u>
Total Disbursements Issued in December				\$ <u>83,912.37</u>

MY Academy Charter**Accounts Payable Aging**

December 31, 2022

Vendor Name	Invoice/Credit Number	Invoice Date	Date Due	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total
-------------	-----------------------	--------------	----------	---------	----------------------	-----------------------	-----------------------	-----------------------	-------

\$ - \$ - \$ - \$ - \$ - \$ -

Total Outstanding Invoices \$ - \$ - \$ - \$ - \$ - \$ -

Motivated Youth Academy 60-Day Compliance Calendar December 31, 2022						
Area	Due Date	Description	Completed By	Board Must Approve	Signature Required	Additional Information
DATA	Feb-01	School Accountability Report Card - All public schools in California are required to prepare an annual SARC (2021/22). SARCs are intended to provide the public with important information about each public school and to communicate a school's progress in achieving its goals. EC Section 35256 requires LEA governing boards to approve SARCs for publications.	MYA	Yes	No	https://www.cde.ca.gov/ta/ac/sa/questions.asp
FINANCE	Feb-20	Certification of the First Principal Apportionment - The Principal Apportionment includes funding for the Local Control Funding Formula, the primary source of an LEA's general purpose funding; Special Education (AB 602); and funding for several other programs. The First Principal Apportionment (P-1), certified by February 20, is based on the first period data that LEAs report to CDE in November through January. P-1 supersedes the Advance Apportionment calculations and establishes each LEA's monthly state aid payment for February through May.	Charter Impact	No	No	https://www.cde.ca.gov/fg/aa/pa/
DATA	Feb-24	CALPADS - Fall 2 deadline - Please be mindful that Level-2 certification within CALPADS means that these data have been reviewed and approved by your superintendent or IRC administrator. Failure to properly review and amend these data in CALPADS within the allotted amendment window will result in the improper certification of official Fall 2 data within CALPADS, which can impact a number of things, including LCFF funding, student course enrollments, staff assignments and English learner education services. Students' course enrollments, teacher course assignments, staff job assignments, FTE count and English Learner education services are reported datasets.	Charter Impact submits with data provided by MYA	No	No	https://www.cde.ca.gov/ds/sp/cl/rptcalendar.asp
FINANCE	Feb-28	Sonoma SELPA AB602, Mental Health, ARP-IDEA, and Dispute Resolution Interim Expenditure Report - Interim financial reporting for actuals are due to SELPA.	Charter Impact	No	No	https://www.swselpa.org/
FINANCE	Feb-28	E-Rate FCC Form 470 Due date (FY2023) - To requests bids for service, applicants certify an FCC Form 470 in the E-rate Productivity Center (EPC). This is a formal process to identify and request the products and services you need so that potential service providers can review your requests and submit bids. The FCC Form 470 must be certified in EPC at least 28 days before the close of the filing window. February 28, 2023 is the deadline to certify an FY2023 FCC Form 470 and still be able to certify an FCC Form 471 within the FY2023 filing window.	MYA	No	No	https://www.usac.org/sl/tools/forms/
FINANCE	Mar-10	2nd Interim Financial Report - Local educational agencies (LEAs) are required to file two reports during a fiscal year (interim reports) on the status of the LEA's financial health. The first interim report is due December 15 for the period ending October 31. The second is due March 15 for the period ending January 31	Charter Impact	Yes	Yes	https://www.cde.ca.gov/fg/sf/fr/calendar19district.asp
FINANCE	Mar-01	Every Student Succeeds Act Per-Pupil Expenditure Application -The Elementary and Secondary Education Act of 1965 (ESEA), as reauthorized by the Every Student Succeeds Act (ESSA), requires state educational agencies (SEAs) and their local educational agencies (LEAs) to prepare and publish annual report cards that contain specified data elements, including LEA and school-level per-pupil expenditures (PPE).	Charter Impact	No	No	https://www3.cde.ca.gov/essars
FINANCE	Mar-28	Federal Stimulus Annual Report - Local educational agencies (LEAs) are required to report to the California Department of Education (CDE) on funds received through the CARES Act, the CRRSA Act, and the ARP. (ESSER I, GEER, ESSER II, ESSER III). LEAs are required to report status of funds for the period July 1, 2021 - June 30, 2022.	Charter Impact with MYA support	No	No	https://www.cde.ca.gov/fg/cr/anreporthelp.asp
FINANCE	Mar-28	E-Rate FCC Form 471 Due date (FY2023) - To apply for program discounts, applicants file an FCC Form 471 in EPC to provide USAC with information about the services they are requesting and the discount(s) for which they are eligible. The FCC Form 471 must be certified by March 28, 2023.	MYA	No	No	https://www.usac.org/sl/tools/forms/
FINANCE	Mar-31	Consolidated Application (ConApp) reporting - Winter - The ConApp is used by the CDE to distribute categorical funds from various state and federal programs to county offices, school districts, and direct-funded charter schools throughout California. The winter release is submitted in January of each year and contains the LEA's entitlements for each funded program.	Charter Impact	No	No	https://www.cde.ca.gov/fg/aa/co/cars.asp



Motivated Youth Academy

Current Outlook on State Budget

Preliminary Data

02/09/2023

Brief Overview of State Budget

- Funding for FY23-24 remains optimistic based on the Governor's proposed budget from January 2023.
- The following data shows the latest multi-year COLA. FY23-24 is likely to remain at or near 8.13%.

LCFF PLANNING FACTORS					
Factor	2022-23	2023-24 ¹	2024-25	2025-26	2026-27
Department of Finance Statutory COLA	6.56%	8.13%	3.54%	3.31%	3.23%
Planning COLA	6.56%	8.13%	3.54%	3.31%	3.23%

- By mid-May, the Governor will provide the "May Revise" with more accurate and current information for the following fiscal year.

FY 23-24 Budget Overview cont.


- This table shows the most recent planning factors.
- Rates for STRS remains unchanged at 19.10%.
- Rates for PERS continue to rise but will not impact MYA.

OTHER PLANNING FACTORS						
Factors		2022-23	2023-24	2024-25	2025-26	2026-27
California CPI		6.00%	3.44%	2.77%	2.49%	2.74%
California Lottery	Unrestricted per ADA	\$170	\$170	\$170	\$170	\$170
	Restricted per ADA	\$67	\$67	\$67	\$67	\$67
Mandate Block Grant (District)	Grades K-8 per ADA	\$34.94	\$37.78	\$39.12	\$40.41	\$41.72
	Grades 9-12 per ADA	\$67.31	\$72.78	\$75.36	\$77.85	\$80.36
Mandate Block Grant (Charter)	Grades K-8 per ADA	\$18.34	\$19.83	\$20.53	\$21.21	\$21.90
	Grades 9-12 per ADA	\$50.98	\$55.12	\$57.07	\$58.96	\$60.86
Interest Rate for Ten-Year Treasuries		3.78%	3.23%	2.79%	2.70%	2.80%
CalSTRS Employer Rate ⁴		19.10%	19.10%	19.10%	19.10%	19.10%
CalPERS Employer Rate ⁴		25.37%	27.00%	28.10%	28.80%	29.20%
Unemployment Insurance Rate ⁵		0.50%	0.20%	0.20%	0.20%	0.20%
Minimum Wage ⁶		\$15.50	\$16.00	\$16.40	\$16.80	\$17.20


- This data is preliminary and will not be made official until the legislature and the Governor reach an agreement by June 2023.

FY 23-24 Budget Overview cont.

Increases Consistent with LCFF



	ESSER Ends			
	2022-23	2023-24	2024-25	2025-26
LCFF COLA	13.26%	5.38%	4.20%	3.72%
Salary Scale COLA	13.00%	5.00%	4.00%	3.00%
OPEX COLA	3.00%	3.00%	3.00%	3.00%
Total Revenue	\$ 30,842,144	\$ 31,129,322	\$ 31,407,985	\$ 32,461,840
Total Expenses	29,721,399	30,988,085	32,112,894	33,074,580
Annual Surplus	1,120,745	141,237	(704,910)	(612,740)



Increases Flatlined



	ESSER Ends			
	2022-23	2023-24	2024-25	2025-26
LCFF COLA	13.26%	5.38%	4.20%	3.72%
Salary Scale COLA	8.00%	3.00%	3.00%	3.00%
OPEX COLA	3.00%	3.00%	3.00%	3.00%
Total Revenue	\$ 30,842,144	\$ 31,129,322	\$ 31,407,985	\$ 32,461,840
Total Expenses	28,897,000	29,766,327	30,658,854	31,576,918
Annual Surplus	1,945,143	1,362,995	749,131	884,922



- The graphic above depicts the relationship between the LCFF COLA and Salary COLA.

Questions or Comments

Coversheet

2023-24 Board Meeting Calendar - First Reading, Presented by Bill Dobson, Interim Director

Section: VII. Correspondence/Proposals/Reports
Item: D. 2023-24 Board Meeting Calendar - First Reading, Presented
by Bill Dobson, Interim Director
Purpose: Discuss
Submitted by:
Related Material:
MYA Operations and Accountability 2023-24 Board Meeting Calendar and
Schedule_DRAFT.pdf



2023-24 Board Meeting Calendar and Schedule **DRAFT**

Meeting Date	Topic
August 10, 2023	Study Session: Board Evaluation
	English Learner (EL) Master Plan Consolidated Application (ConApp / CARS) application Policies - Set 1
September 14, 2023	Study Session: Superintendent of Schools and Board Goals & Superintendent of Schools Evaluation Planning
	Unaudited Actuals (2022-23) // Due 9/15 to county office Budget/Fiscal Update Reappointment of Board Member Terms 2022-23 Local Assessment Data Student Achievement Presentation
October 12, 2023	Principal Plan for the Year Student Highlight - VLA
November 9, 2023	Study Session: Board Manual Review & Annual Board Ethics Training
December 14, 2023	First Interim Budget (Due 12/15) Appoint Audit Committee Policies - Set 2 Audit Annual Organizational Meeting/Bylaws and 9000 series
January 11, 2024	Special Education Special Education Student Highlight 2022-23 State Assessment Data Student Achievement Presentation
February 8, 2024	Multi-Tiered System of Supports (MTSS) Presentation LCAP Educational Partner Engagement Presentation MTSS Student Highlight State Budget Overview and Update



2023-24 Board Meeting Calendar and Schedule **DRAFT**

	Designate reserve (review and approve annually) 2024-25 Instructional Calendar 2024-25 Board Schedule (first read)
March 14, 2024	Study Session: Review Superintendent of Schools/CEO contract Next step for Superintendent's salary schedule (in order to continue with a three year salary schedule) - action item Review Board Protocols
	2024-25 Strategic Budget Policies- Set 3 Second Interim (Due 3/15) Audit Firm Selection 2024-25 Board Schedule (vote) Student Highlight - High School
April 11, 2024	Counselor Highlights
May 9, 2024	Principals - Year in Review and Teacher Appreciation Superintendent of Schools Evaluation Student Highlight - PLA 2024/25 Employee Benefit Plans
June 13, 2024	LCAP/Local Indicators Hearing, Estimated Actuals and July Budget - Presentation Property and Casualty Insurance Policies Year End Recap, Highlights, and Goals
June 20, 2024	LCAP Local Indicators, Estimated Actuals, Budget Overview for Parents, and July Budget - Approval Educator Protection Act (EPA) SELPA Master Contract

Board Approved: DRAFT

Revised: DRAFT

Coversheet

Consent - Business/Financial Services

Section: VIII. Consent

Item: A. Consent - Business/Financial Services

Purpose:

Submitted by:

Related Material:

MYA - Preliminary January 2023 Check Register.pdf

2023.01.06 - Rate Increase Letter 2023 - Motivated Youth Academy.pdf

221214_DTS_Renewal_License and Invoice_Custom_Split Invoices (1).pdf

2022.1.20 EdJoin ServiceAgreement.pdf

EDJOIN.org _ 2023 Services Invoice.pdf

MY Academy Charter**Check Register****For the period ended January 31, 2023**

Check Number	Vendor Name	Transaction Description	Check Date	Check Amount
20190	Acacia HR Solutions	Consulting Svcs - 01/23	1/6/2023	\$ 2,500.00
20191	Amazon Capital Services	Office Supplies	1/6/2023	427.62
20192	Buchalter	Legal Svcs - 10/07/22 - 11/29/22	1/6/2023	947.88
20193	California Pacific Charter Schools	Consulting Svcs - 11/22	1/6/2023	1,075.87
20194	Charter Impact	Business Mgmt Svcs - 01/23	1/6/2023	5,023.00
20195	Edmentum	Software - 01/02/23 - 06/30/23	1/6/2023	4,714.00
20196	Procopio, Cory, Hargreaves & Savitch LLP	Legal Svcs through 11/30/22	1/6/2023	280.00
20197	SchoolsFirst Plan Administration LLC	Schools First 403b/457b 12/23/22	1/9/2023	3,322.36
20198	Alpha Vision, Inc.	IT Svcs - 12/22	1/12/2023	145.00
20199	Amazon Capital Services	Office Supplies	1/12/2023	87.16
20200	CaliforniaChoice Benefit Administrators	Health Ins. - 02/23	1/12/2023	20,645.74
20201	Charter Impact	Student Data Svcs - 11/22	1/12/2023	617.50
20202	Clifton Larson Allen LLP	Audit Svcs - FYE 06/30/22	1/12/2023	3,963.75
20203	Hatch & Cesario, Attorneys-at-Law	Webinar -10/06/22	1/12/2023	275.00
20204	Keyn Group, LLC	IT Svcs & Software & Communication Svcs	1/12/2023	1,983.98
20205	Michael Harrison	Catering Svcs	1/12/2023	737.50
20206	Procopio, Cory, Hargreaves & Savitch LLP	Legal Svcs through 11/30/22	1/12/2023	495.00
20207	Specialized Therapy Services, Inc.	SpEd Svcs - 10/06/22 - 10/31/22	1/12/2023	1,500.00
20208	Amazon Capital Services	Office Supplies	1/20/2023	125.31
20209	Berkshire Hathaway Homestate Companies	Workers Comp - 12/22	1/20/2023	2,147.95
20210	California Pacific Charter Schools	December 2022 Billback - Hath, Lori	1/20/2023	1,075.87
20211	KRA Corporation	Fixed Fee - Career Agent & Misc	1/20/2023	4,977.32
20212	Law Office of Young, Minney & Corr. LLP	Legal Svcs - 11/01/22 - 11/29/22	1/20/2023	12,852.00
20213	R&B Communications	IT Svcs - 12/22	1/20/2023	551.00
20214	School Pathways LLC	SIS & PLS - Annual Subscription - 07/01/22 - 06/30/23 Qtr	1/20/2023	4,702.53
20215	Specialized Therapy Services, Inc.	SpEd Svcs - 11/04/22 - 11/29/22	1/20/2023	1,395.00
20216	TSW Therapy, Inc.	SpEd Svcs - 12/01/22 - 12/16/22	1/20/2023	1,636.27
20217	Verizon Wireless	Communication Svcs - 12/01/22 - 01/01/23	1/20/2023	242.00
20218	Acacia HR Solutions	Consulting Svcs - 01/23	1/25/2023	2,500.00
20219	Amazon Capital Services	HP OfficeJet Pro Printer (1)	1/25/2023	660.76
20220	California Association of Public Information Officials	Membership Renewal - Professional	1/25/2023	275.00
20221	ChoiceBuilder	Health Insurance - 01/23	1/25/2023	757.53
20222	Corodata Records Management, Inc.	Record Storage - 12/01/22 - 12/31/22	1/25/2023	54.17
20223	Larry Albert Alvarado	Stipend - 01/23	1/25/2023	600.00
20224	Procopio, Cory, Hargreaves & Savitch LLP	Legal Svcs through 10/31/22	1/25/2023	9,097.50
20225	TSW Therapy, Inc.	SpEd Svcs - 11/01/22 - 11/30/22	1/25/2023	1,993.75
ACH	Michael P. Humphrey	Stipend - 01/23	1/25/2023	600.00
ACH	Michael P. Humphrey	Stipend - 01/23	1/25/2023	450.00
ACH	Peter Matz	Stipend - 01/23	1/25/2023	600.00
ACH	Steve Fraire	Stipend - 01/23	1/25/2023	600.00
ACH	William W. Hall	Stipend - 01/23	1/25/2023	600.00
ACH	William W. Hall	Stipend - 01/23	1/25/2023	<u>450.00</u>
Total Disbursements Issued in January				\$ <u>97,685.32</u>



LAW OFFICES OF YOUNG, MINNEY & CORR, LLP
THE CHARTER LAW FIRM

January 6, 2023

Via Electronic Mail

Motivated Youth Academy

Re: YM&C Legal Services

Dear Valued Client:

Thank you for choosing Young, Minney & Corr LLP ("YM&C") as your trusted legal counsel and partner. YM&C is proud to be California's most experienced, knowledgeable, and respected firm working in the unique area of school law. We truly appreciate your business.

As you may be aware, YM&C works hard to provide quality legal services for your school at highly competitive rates. However, increases in operating costs mean the overall cost of maintaining our offices has increased, despite our best efforts to the contrary.

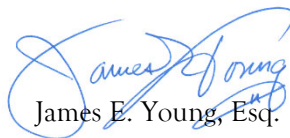
Consequently, as we strive to provide you with the highest quality legal services possible, we find it necessary to increase our hourly rates, effective as of February 1, 2023. Please be advised that our new hourly rates for schools are as follows:

Partners	\$325
Of Counsel	\$325
Senior Associates	\$300
Associates	\$285
Law Clerks/Paralegals	\$125

While we regret the need for this increase, we hope you understand. Please be assured that cost effective and high-quality legal services remain our most important goal. YM&C will always seek to maintain the most competitive rates for legal services. We are grateful for your business and look forward to working with you in 2023 and beyond.

Very truly yours,

LAW OFFICES OF YOUNG, MINNEY & CORR LLP


James E. Young, Esq.


Paul C. Minney, Esq.

SACRAMENTO ■ LOS ANGELES ■ SAN DIEGO ■ WALNUT CREEK

MAIN OFFICE: 655 UNIVERSITY AVENUE, SUITE 150, SACRAMENTO, CA 95825 ■ WWW.MYCHARTERLAW.COM

TEL 916.646.1400 ■ FAX 916.646.1300

Powered by BoardOnTrack

83 of 194



LICENSING AGREEMENT

This Agreement effective **February 1, 2023**, is made and entered into by **Sage Oak Charter Schools, Excel Academy Charter Schools, Pathways Academy Adult Education, Motivated Youth Academy, and California Pacific Charter School** as Licensee and Document Tracking Services (DTS) as Licensors each a "Party" and collectively the "Parties".

Licensee desires that DTS provide a license to use DTS proprietary web-based application in accordance with the following provisions:

- A. License. DTS hereby grants to Licensee a non-exclusive license to use DTS application in order to create, edit, update, print and track specific documents as described in Exhibit **A** of this agreement.
 - (i) DTS retains all rights, title and interest in DTS application and any registered trademarks associated with the license.
 - (ii) Licensee retains all rights, title and interest in the documents as described in Exhibit **A** of this agreement.
- B. Internet Areas. All parties including third party licensees shall not be permitted to establish any "pointers" or links between the Online Area and any other area on or outside of the DTS login without the prior written approval.
- C. Term of License. The term of the Agreement is for **one (1) year** from the effective date (as noted in paragraph one) of the license agreement.
- D. Personnel. DTS will assign the appropriate personnel to represent DTS in all aspects of the license including but not limited to account set up and customer license inquiries.
- E. Content. DTS will be solely responsible for loading the content supplied by Licensee into DTS secure server and provide complete access to Licensee and its representatives.
- F. Security of Data. DTS at all times will have complete security of Licensee documents on dedicated servers that only authorized DTS personnel will have access to; all login by DTS authorized will be stored and saved as to time of log-in and log-out.
 - (i) Licensee may request DTS to only store Licensee documents for the period of time that allows Licensee and its authorized personnel to create, edit and update their documents.
- G. Management of Database. DTS shall allow Licensee to review, edit, create, update and otherwise manage all content of Licensee available through the Secure Login of DTS.
- H. Customer License. DTS shall respond promptly and professionally to questions, comments, complaints and other reasonable requests regarding any aspect of DTS application by Licensee. DTS business hours are Monday-Friday 8AM PST to 5PM PST except for national/state holidays.



- I. License Fee. Licensee shall pay a fee of **\$3,000**.
- J. Document Set Up Fee. The one-time set up fee for documents as described in Exhibit A and made a part of this Agreement is **\$0**.
- K. Payment Terms. Licensee shall pay the annual licensing fee upon execution of the Agreement between parties and the electronic submittal of the invoice to Licensee.
- L. Number of Documents. The maximum number of documents per school district is limited to **five (5)**.
- M. Warranty. Licensee represents and warrants that all information provided to DTS, including but not limited to narratives, editorials, information regarding schools, is owned by Licensee and Licensee has the right to use and allow use by DTS as called for hereunder and that no copyrights, trademark rights or intellectual property rights of any nature of any third party will be infringed by the intended use thereof. In the event any claim is brought against DTS based on an alleged violation of the rights warranted herein, Licensee agrees to indemnify and hold DTS harmless from all such claims, including attorney fees and costs incurred by DTS in defending such claims.
- N. Definitions.
 - (i) Document. A document is defined as **a)** a specific template provided by CDE or; **b)** any specific word document or forms that have different fields or school references such as elementary, middle or high schools* submitted by District or CDE; or **c)** individual inserts submitted by District or CDE that are integrated into existing documents or are offered as supplemental and/or addendums to other report documents.
 - * Licensee submits a SPSA template for their elementary, middle and high schools, which is counted as three (3) separate documents.
 - (ii) Customized Documents. Any document that is not a standard CDE template is considered a custom document and as such may be subject to additional setup fees; DTS shall provide an estimated cost of these additional fees prior to the execution of this agreement.
- O. Document Setup Fee. DTS will charge a one-time setup fee of \$200 per standard document up to a maximum of \$850 for customized documents.
- P. Additional Fees. Licensee shall pay additional fees if Licensee exceeds the number of documents as described in section L of this agreement. The fee for each additional document is \$39 per document times the number of schools in the district. The fee shall be payable within thirty (30) days from DTS invoice.
- Q. Additional Services. DTS can also provide Data Transfer and Document Translation services to Licensee for an additional fee. The fee for each additional service would be agreed upon between the parties and invoiced at the time the services were requested. The fee shall be payable within thirty (30) days from DTS invoice.



The Parties hereto have executed this Agreement as of the Effective Date.

Document Tracking Services, LLC

By: Aaron Tarazon, Director
Document Tracking Services
10606 Camino Ruiz, Suite 8-132
San Diego, CA 92126
858-784-0960 - Phone
858-587-4640 - Corporate Fax

Date: December 14, 2022

Licensee

By: William B. Dobson

Date: 01-18-2023



Exhibit A

The following are standard documents to be used in conjunction with the license.

1. 2023 School Accountability Report Card, English (Custom Template)
2. 2023 WASC Self-Study (WASC Template)
3. 2023 Local Control and Accountability Plan (CDE Template)
4. Others to be identified as needed.



December 14, 2022

Sage Oak Charter Schools

Re: Document Tracking Services

****PLEASE NOTE NEW DTS MAILING/REMIT ADDRESS****

INVOICE #9206905

Pursuant to the licensing agreement between Sage Oak Charter Schools and Document Tracking Services (DTS):

Document Tracking Services

Document Tracking Services [2/1/23 to 2/1/24]: \$816
3 Schools
License Agreement includes up to 5 documents

Total Balance Due: \$816

Please Make Checks Payable To: Document Tracking Services

Send to:

Aaron Tarazon, Director
Document Tracking Services
10606 Camino Ruiz, Suite 8-132
San Diego, CA 92126
858-784-0960 - Phone
858-587-4640 - Corporate Fax

Thank you!

William B. Dobson

Approved Per Payment (Signature)

Bill Dobson, Interim Director

Name/Role (Printed)



December 14, 2022

Excel Academy Charter Schools

Re: Document Tracking Services

****PLEASE NOTE NEW DTS MAILING/REMIT ADDRESS****

INVOICE #9206905

Pursuant to the licensing agreement between Excel Academy Charter Schools and Document Tracking Services (DTS):

Document Tracking Services

Document Tracking Services [2/1/23 to 2/1/24]: \$544
2 Schools
License Agreement includes up to 5 documents

Total Balance Due: \$544

Please Make Checks Payable To: Document Tracking Services

Send to:

Aaron Tarazon, Director
Document Tracking Services
10606 Camino Ruiz, Suite 8-132
San Diego, CA 92126
858-784-0960 - Phone
858-587-4640 - Corporate Fax

Thank you!

Approved Per Payment (Signature)

Name/Role (Printed)



December 14, 2022

Pathways Academy Adult Education

Re: Document Tracking Services

****PLEASE NOTE NEW DTS MAILING/REMIT ADDRESS****

INVOICE #9206905

Pursuant to the licensing agreement between Pathways Academy Adult Education and Document Tracking Services (DTS):

Document Tracking Services

Document Tracking Services [2/1/23 to 2/1/24]: \$544
2 Schools
License Agreement includes up to 5 documents

Total Balance Due: \$544

Please Make Checks Payable To: Document Tracking Services

Send to:

Aaron Tarazon, Director
Document Tracking Services
10606 Camino Ruiz, Suite 8-132
San Diego, CA 92126
858-784-0960 - Phone
858-587-4640 - Corporate Fax

Thank you!

Approved Per Payment (Signature)

Name/Role (Printed)



December 14, 2022

Motivated Youth Academy

Re: Document Tracking Services

****PLEASE NOTE NEW DTS MAILING/REMIT ADDRESS****

INVOICE #9206905

Pursuant to the licensing agreement between Motivated Youth Academy and Document Tracking Services (DTS):

Document Tracking Services

Document Tracking Services [2/1/23 to 2/1/24]: \$272
1 School
License Agreement includes up to 5 documents

Total Balance Due: \$272

Please Make Checks Payable To: Document Tracking Services

Send to:

Aaron Tarazon, Director
Document Tracking Services
10606 Camino Ruiz, Suite 8-132
San Diego, CA 92126
858-784-0960 - Phone
858-587-4640 - Corporate Fax

Thank you!

Approved Per Payment (Signature)

Name/Role (Printed)



December 14, 2022

California Pacific Charter Schools

Re: Document Tracking Services

****PLEASE NOTE NEW DTS MAILING/REMIT ADDRESS****

INVOICE #9206906

Pursuant to the licensing agreement between California Pacific Charter Schools and Document Tracking Services (DTS):

Document Tracking Services

Document Tracking Services [2/1/23 to 2/1/24]:	\$816
3 Schools	
License Agreement includes up to 5 documents	

Total Balance Due: \$816

Please Make Checks Payable To: Document Tracking Services

Send to:

Aaron Tarazon, Director
Document Tracking Services
10606 Camino Ruiz, Suite 8-132
San Diego, CA 92126
858-784-0960 - Phone
858-587-4640 - Corporate Fax


Thank you!

Approved Per Payment (Signature)

Name/Role (Printed)

Signature Certificate

Reference number: NCAUD-7TQZ4-TNQTR-BPQNM

Signer	Timestamp	Signature
William B. Dobson Email: bdobson@myacademy.org Sent: 18 Jan 2023 05:38:26 UTC Viewed: 18 Jan 2023 16:17:38 UTC Signed: 18 Jan 2023 16:18:07 UTC		
Recipient Verification: ✓ Email verified	18 Jan 2023 16:17:38 UTC	IP address: 72.199.180.41 Location: Poway, United States

Document completed by all parties on:
18 Jan 2023 16:18:07 UTC

Page 1 of 1



Signed with PandaDoc

PandaDoc is a document workflow and certified eSignature solution trusted by 30,000+ companies worldwide.



FY 22/23 EDJOIN Service Agreement

This EDJOIN Service Agreement (hereinafter "Agreement") is by and between Motivated Youth Academy* which seeks to use EDJOIN services (hereinafter "Employer") whose name, address and other information appears herein this Agreement, and CodeStack, (hereinafter "SJCOE/CodeStack"), a department of the San Joaquin County Office of Education with its principle place of business at 2901 Arch-Airport Road, Stockton, CA 95206.

WHEREAS, upon subscribing to the EDJOIN service, in accordance with the terms of this Agreement, the Employer will be able to post jobs on the EDJOIN web site, accept online applications via the EDJOIN web site, use EDJOIN Applicant Tracking features, and search the EDJOIN applicant bank.

NOW, THEREFORE, In consideration of the foregoing premises and the promises herein contained, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by the parties, SJCOE/CodeStack and Employer, intending to be legally bound, hereby agree as follows:

Section 1: Employer's Duties

Employer agrees that it will not perform or fail to perform any act which would violate federal, state, or local law. Employer also agrees NOT TO MAKE UNSOLICITED contact to EDJOIN applicants to promote any services or products. This action is grounds for immediate termination of your account. You will also be in violation of this Agreement and subject to legal action.

Section 2: Service Fees and Charges

In addition to Employer's other duties set forth in this Agreement, Employer shall pay all fees and charges - as set forth in the invoice below

Section 3: Payment Policy

Employer shall pay to SJCOE/CodeStack the total fees, as defined in Section 2 above, upon signing this Agreement. Employer agrees that SJCOE/CodeStack shall terminate service if SJCOE/CodeStack does not receive payment for the total fees within sixty (60) days from the signing of this Agreement.

Section 4: Service Cancellation

Employer may at any time cancel this contract upon written notice to SJCOE/CodeStack. The service fee is not refundable upon any such notice of termination.

Section 5: Service Term

The Service Period shall begin the date the Employer accepts the terms of the Agreement and Generates the Invoice and shall continue for one year from that date. The term of this Agreement shall continue until the end of the Service Period or Employer is terminated by SJCOE/CodeStack under any provisions of this Agreement. SJCOE/CodeStack reserves the right to immediately terminate this Agreement upon: (i) A breach of Employer duties provided for under this Agreement including, but not limited to, Employer's failure to pay any amounts when they become due; or (ii) Making unsolicited contact to EDJOIN applicants to promote any services or products; or (iii) A requirement by law or regulatory act; or (iv) Employer becomes insolvent or commits any act of bankruptcy, or a petition for involuntary bankruptcy is filed against Employer, or Employer makes a general assignment for the benefit of creditors under the bankruptcy or insolvency laws.

Section 6: Regulatory Compliance

Employer represents and warrants that it will conform to any and all laws, rules, regulations, requirements and/or other standards that are established by regulatory agencies. Employer specifically acknowledges and agrees that SJCOE/CodeStack has not and is not expected to provide Employer with any analysis, interpretation or advice regarding compliance with any aspect of any such laws, regulations, or guidelines.

Section 7: Limitations of Damages

SJCOE/CodeStack shall not be held liable for any indirect, incidental, special or consequential damages or loss of revenue or profits arising under or with respect to this Agreement, even if SJCOE/CodeStack has been advised of the possibility of such damages.

Section 8: Indemnification

SJCOE/CodeStack agrees to indemnify, defend and hold harmless Employer for and against any and all actions, claims, complaints, formal or informal, caused by or the result of negligence of SJCOE/CodeStack.

Employer agrees to indemnify, defend and hold harmless SJCOE/CodeStack for and against any and all actions, claims, complaints, formal or informal, caused by the result of negligence of Employer.

Section 9: Relationship of the Parties

This Agreement is between two independent parties and is not intended to and shall not be construed to create a relationship of agent, servant, employee, partnership, joint venture or association.

Section 10: Entire Agreement

This Agreement constitutes the entire agreement between the parties and supersedes all prior representations, proposals, discussions, and communications, whether oral or in writing. No change, waiver, or discharge hereof shall be valid unless it is in writing and is executed by the party against whom such change, waiver, or discharge is sought to be enforced.

Section 11: Binding Effect

This Agreement shall be binding upon and inure to the benefit of the heirs, successors and assigns of the parties hereto.

Person Signing Service Agreement: Date Signed:

SAN JOAQUIN COUNTY OF EDUCATION

Troy Brown, Ed. D., Superintendent
P.O. Box 213030
Stockton, Ca 95213-9030

INVOICE

TO: Motivated Youth Academy*
Gigi Lenz- MY Academy
500 La Terraza Blvd, Suite 150
Escondido CA 92025

INVOICE:
213024

INVOICE DATE:
1/20/2023

CUSTOMER'S P.O. NO.:
Check

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1	Motivated Youth Academy EDJOIN Account Fees - One Year Term, see service agreement for details.	\$1,200.00	\$1,200.00
1	Motivated Youth Academy EDJOIN Account Fees - One Year Term, see service agreement for details.	\$1,200.00	\$1,200.00
1	Motivated Youth Academy EDJOIN Account Fees - One Year Term, see service agreement for details.	\$1,200.00	\$1,200.00
1	Motivated Youth Academy* EDJOIN Account Fees - One Year Term, see service agreement for details.	\$1,200.00	\$1,200.00

REMIT TO: San Joaquin County Office of Education
P.O. Box 213030, Stockton, CA, 95213-9030

Please contact Rachel Aschwanden at (209) 292-2662 with any questions or concerns regarding this info.

TOTAL:	\$4,800.00
---------------	-------------------

DISTRIBUTION: 2 Copies - PURCHASER
1 Copy - ORIGINATING DEPT.
2 Copies - CO. OFFICE OF EDUC.
BUSINESS SERVICES

ACCOUNT NUMBER(S)	AMOUNT(S)
01-0000-0-0000-0000-8689-500-5026	\$4,800.00
INITIALS:	

Form #7667 Rev. 7/00

[Back to Account Details](#) | [Service Agreement Printable Version](#)

Coversheet

Consent - Education Student/Services

Section: VIII. Consent

Item: B. Consent - Education Student/Services

Purpose: Vote

Submitted by:

Related Material:

MYA Organization & Accountability Comprehensive School Safety Plan 2023 -
2023.02.02 (1).pdf

2023_2024 Track E_F Instructional Calendar - Track E.pdf

2023_2024 Track E_F Instructional Calendar-Track F.pdf



COMPREHENSIVE SCHOOL SAFETY PLAN

February 2, 2023

500 La Terraza Blvd
Suite 150
Escondido, CA 92025
Main Office Line: (619) 343-2048
<https://myacademy.org/>

ADMINISTRATION

William B. Dobson, Interim Executive Director

BOARD OF DIRECTORS

William Hall, Board President
Michael Humphrey, Board Vice President
Steve Fraire, Board Clerk
Peter Matz, Board Member
Larry Alvarado, Board Member

Kurt Madden, Chief Executive Officer

EVALUATION OF PROGRESS AND REVISION OF COMPREHENSIVE SAFETY PLAN

The Comprehensive School Safety Plan (CSSP) was established to ensure the health and safety of pupils and staff, in compliance with California SB 719 and AB 115. The CSSP shall be reviewed and adopted by March 1 of each year to ensure proper implementation. Motivated Youth Academy (MYA or School) CSSP is in compliance with Education Code Sections 32282(2)(a), 44237, and 47605(F)(i)-(ii). An updated file of all safety-related plans and materials is readily available for inspection by the public and is kept in each school's administration office.

The CSSP contains the following elements:

- Assessment of School Crime committed on school campuses and at school-related functions
- Child abuse reporting procedures
- Disaster procedures
- Suspension and expulsion policies
- Procedures to notify teachers of dangerous pupils
- Discrimination and harassment policies
- Schoolwide dress code
- Procedures for safe ingress and egress
- Policies enacted to maintain a safe and orderly environment

CONTENTS

COMPREHENSIVE SCHOOL SAFETY PLAN 2023	1
EVALUATION OF PROGRESS AND REVISION OF COMPREHENSIVE SAFETY PLAN	2
CONTENTS	3
SECTION 1: SCHOOL SAFETY ASSESSMENT	5
Comprehensive School Safety Plan Purpose	5
Suspension and Expulsion Rates	5
Crime Statistics	5
Discipline Statistics	6
SECTION 2: EMPLOYEE CRIMINAL CHECK	6
SECTION 3: CHILD ABUSE REPORTING	6
Definitions	6
Duty to Report	7
Legal Responsibility and Liability	8
Contact Information	8
Child Abuse Training Requirement	9
SECTION 4: DISASTER PROCEDURES	9
Site Specific Disaster Plan	10
Emergency Response Roles and Actions	15
SECTION 5: SUSPENSION/EXPULSION	18
Grounds for Suspension or Expulsion	19
SECTION 6: PROCEDURES TO NOTIFY TEACHERS OF DANGEROUS PUPILS	19
Notification of Suspension History	20
Notification of Current Suspensions	20
Transfers/Mandatory Alternative Placement	20
Student Convictions	21
SECTION 7: DISCRIMINATION AND HARASSMENT	21
Unlawful Harassment Policy	21
What is Harassment?	22
Responsibility	22

Reporting	22
Investigation/Complaint Procedure	22
Informal Procedure	23
Formal Procedure	24
Retaliation	24
Conclusion	25
Cyber-Bullying	25
Hate Crime Reporting Procedures	28
SECTION 8: SCHOOLWIDE DRESS CODE	29
SECTION 9: SAFE INGRESS AND EGRESS	30
SECTION 10: SAFE AND ORDERLY ENVIRONMENT	30
Nondiscrimination and Fair Treatment of Pupils	30
Hazard Assessments	31
APPENDIX A: SUICIDE PREVENTION	31
APPENDIX B: EDUCATIONAL ACTIVITY PERMISSION SLIP AND WAIVER	33
APPENDIX C: SUSPECTED CHILD ABUSE REPORT, FORM SS8572	36
SUSPECTED CHILD ABUSE REPORT	37
APPENDIX D: HAZARDS ASSESSMENT CHECKLIST	38
APPENDIX E: EVACUATION MAP	50
APPENDIX F: EARTHQUAKE DROP PROCEDURES	51
APPENDIX G: Bomb Threat	53

SECTION 1: SCHOOL SAFETY ASSESSMENT

Comprehensive School Safety Plan Purpose

The purpose of the CSSP is to provide specific guidelines and procedures:

- For all school personnel to use in responding to emergency situations and to ensure that school personnel will be prepared to respond to any disaster or emergency in an orderly and effective manner.
- For developing supplementary plans.
- For emergency response training for all employees and students.
- For the equipment and supplies to have available prior to a disaster as applicable.

Suspension and Expulsion Rates

MYA has a 0% suspension and expulsion rates. MY Academy is a NonClassroom Based Charter School implementing an Enriched Virtual Model of Blended Learning. Students meet primarily with their Teacher of record in one on one settings. Due to the online, independent study nature of the school, very few disciplinary situations arise. Most issues can be handled with a warning and/or a phone call to the parent/legal guardian. In the event that a student is suspended or expelled, the procedures outlined in the student handbook will be followed.

Crime Statistics

MYA students reside anywhere within the following counties: Imperial, Orange, Riverside, and San Diego. Crime statistics vary greatly in this vast area of coverage. Because no students attend school in person (outside of scheduled events and state testing), crime statistics are not available.

Discipline Statistics

Cause for student discipline on behalf of MYA are primarily the result of plagiarism, virtual meeting conduct, and occasionally, cyber-bullying. The student handbook outlines the guidelines for these infractions as well as the consequences.

SECTION 2: EMPLOYEE CRIMINAL CHECK

All candidates for employment will complete a criminal background check through the California Department of Justice as part of the onboarding process. No person with a violent or serious felony conviction outlined in Education Code Sections 44830.1, 45122.1, 45123, and 45124 will be employed by MYA. Additionally, employment with MYA will be subject to subsequent arrest notifications provided by the Department of Justice (Education Code Section 45125(2)(j)).

SECTION 3: CHILD ABUSE REPORTING

Definitions

1. Child abuse and neglect includes the following:
 - a) A physical injury inflicted by other than accidental means on a child by another person.
 - b) Sexual abuse, assault or exploitation of a child.
 - c) the negligent treatment or the maltreatment of a child by a person responsible for the child's welfare under circumstances indicating harm or threatened harm to the child's health or welfare
 - d) The willful harming or injuring of a child or the endangerment of the person or health of a child, which means a situation in which any person willfully causes or permits any child to suffer, or inflicts thereon, unjustifiable physical pain or mental suffering, or having the care or custody of any child, willfully causes or permits the person or health of the child to be placed in a situation in which his or her person or health is endangered.
 - e) Unlawful corporal punishment or injury resulting in a traumatic condition.

f) Neglect of a child or abuse in out-of-home care.

2. "Mandated Reporters" are defined in Penal Code Section 11165.7 and include virtually all school employees, including teachers, administrators, supervisors of child welfare and attendance, certificated pupil personnel employees, school psychologists, licensed nurses, counselors, instructional aides, and all classified employees.
3. "Child Protective Agencies" are those law enforcement and child protective services responsible for investigating child abuse reports, including the local police or sheriff department, county welfare or juvenile probation.

Duty to Report

In conformance with the requirements of the Penal Code, any school employee who has knowledge of or observes a child in their professional capacity or within the scope of their employment whom they know or reasonably suspects has been a victim of child abuse or neglect shall report the known or suspected instance of child abuse or neglect to the local law enforcement agency, county welfare department and/or child protective agency immediately or as soon as practically possible by telephone, and shall prepare and send a written report thereof within 36 hours of receiving the information concerning the incident. The reporting duties are individual and cannot be delegated to another individual except under circumstances set forth in Penal Code 11166.

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

Employees reporting child abuse or neglect to a child protective agency are encouraged, but not required, to notify the Executive Director or designee as soon as possible after the initial verbal report by telephone. When so notified, the Executive Director shall inform the Chief Executive Officer or designee. Administrators so notified shall provide the mandated reporter with any assistance necessary to ensure that reporting procedures are carried out in accordance with law and school regulations. At the mandated reporter's request, the Executive Director may assist in the completion but not filing of these forms.

Legal Responsibility and Liability

School employees required to report are not civilly or criminally liable for filing a required or authorized report of known or suspected child abuse or neglect. If a mandated reporter fails to report an instance of known or reasonably suspected child abuse or neglect, then they are guilty of a misdemeanor punishable by confinement in jail for up to six months, a fine of up to \$1,000, or both.

When two or more persons who are required to report have joint knowledge of a suspected instance of child abuse, and when they so agree, the telephone report may be made by either of them, and a single report made and signed by that person. However, if any person who knows or should know that the designated person failed to make the report, that person then has a duty to do so.

Contact Information

[Report Suspected Child Abuse or Neglect to the California Department of Social Services](#)

Imperial County

[Imperial County Department of Social Services](#)

Orange County

[County of Orange Social Services Agency](#)

[Orange County Sheriffs Office](#)

Riverside County

County of Riverside Department of Public Social Services
Riverside County Sheriffs Department

San Diego County

1. San Diego County Department of Children and Family Services (DCFS)

(858) 616-5990 (24 hours per day-7 days per week)

https://www.sandiegocounty.gov/content/sdc/hhsa/facilities/north_central/north_central_region_administration_balboa.html

2. San Diego County Sheriff's Department

9621 Ridgehaven Court, San Diego, CA 92123

Non-Emergency (858) 974-2110

<https://www.sdsheriff.gov/i-want-to/contact-us>

Child Abuse Training Requirement

All school employees must annually complete the mandated reporter training requirement as determined by the school administration. The training must be completed no later than October 15th every year. Newly hired employees are required to complete the training course within six (6) weeks of employment. Proof of completion of the training will be kept on file by Human Resources.

SECTION 4: DISASTER PROCEDURES

MYA is a Non-Classroom Based Charter School implementing an Enriched Virtual Model of Blended Learning. Students meet primarily with their teacher of record in one on one settings. By mutual arrangement school staff may meet with students and trusted adults at public libraries, community centers, YMCA's etc. MYA staff have been trained to introduce themselves to adult(s) in charge at the meeting site (librarians, center directors, facility managers, etc), present their MYA staff ID badge, and speak with the person in charge to become familiar with emergency procedures and evacuation routes before meeting with a student or family. In the event that students are in direct care of the school during any disaster (including earthquakes, fire, natural

disaster, harmful threat, etc.), school personnel will follow the safety protocol and procedures of the rented or visiting facility. Special consideration will be taken for students with disabilities in all cases.

In addition, all school employees are required to participate in yearly training. Training and information on the following incidents is provided:

- Active Shooter/Armed Intruder/Lockdown
- Bomb threat (See Appendix G)
- Chemical Spills
- Earthquake (See Appendix F)
- Fire and Explosion Hazards

If any of the above situations occurs during a MYA field trip event or on location (rented space) for state testing, all staff will take action to ensure student safety in accordance with the building/facility staff's established policies and procedures.

Site Specific Safety Plan

The Executive Director or their designee will maintain a School Safety Plan in compliance with Education Code and board policy. The staff of the school will be familiar with the emergency response procedures of the school and the partnering agencies as applicable. All staff members will be trained in emergency response and to provide students with the instruction and practice they need in order to respond appropriately during emergencies and disasters.

The Executive Director will activate the School's Safety Plan in a major disaster or when an emergency exists or threatens to exist that may impact the safety and well-being of students, employees and surrounding community. When the School Safety Plan is activated, or a disaster plan is implemented at a site where school staff, students, or stakeholders are present, all staff will follow an Incident Command System (ICS). ICS is

an organizational structure used by all emergency responders in the State of California when responding to an incident, which ensures centralized direction and coordination. Under ICS, one person (the Incident Commander) is in charge of the emergency at the school site. The Incident Commander has full authority to command and direct resources. The Executive Director is typically the Incident Commander and will coordinate response and services with the CEO and the administration of the partnering agencies as appropriate.

Depending on the nature and scope of the emergency, the Executive Director may appoint Section Chiefs to oversee the four other functions: Planning, Operations, Logistics and Finance and Administration. If the situation warrants, the Executive Director can perform any or all five functions. The CEO will provide support to the Executive Director and may act as the Incident Commander in their absence.

Incident/School Commander

The Management/Command Section is responsible for overall policy, direction and coordination of the emergency response effort during the incident. This Command Section is also responsible for interacting with responding agencies.

Responsibilities:

1. Assess emergency or threat and impact to students, staff, school property and surrounding community.
2. Activate School Disaster Plan and Incident Command System.
3. Establish an Incident Command Post.
4. Develop and communicate a plan of action.
5. Provide school with site specific status report.
6. Authorize any release of public information.
7. Release teachers as appropriate.
8. Declare end of emergency-initiate recovery if appropriate.
9. Remain in charge of the campus until redirected/released by superintendent of

schools, or relieved by fire or law enforcement incident commander.

Operations Section

The Operations Section is responsible for coordinating all operations in support of the emergency response and for implementing action plans. This section includes response teams that work toward reduction of the immediate hazard, mitigating damage, and establishing control and restoration of normal operations.

Responsibilities:

1. Coordinate Staff Buddy Assignments
2. Coordinate Student Messengers
3. Coordinate Search and Rescue
4. Coordinate Campus Check and Security
5. Coordinate Medical Aid
6. Coordinate Student Care
7. Coordinate Student Release
8. Coordinate Mental Health Counseling
9. Make sure teams have enough supplies
10. Reassign staff as needed
11. Schedule breaks and back-ups for staff
12. Coordinate mental health response activities

Planning/Intelligence Section

The Planning and Intelligence Section is responsible for collecting, evaluating, and disseminating information; maintaining documentation; and evaluating incoming information to determine the potential situation in the future.

Responsibilities:

1. Collect all information pertinent to incident (internal and external)
2. Analyze information for potential impacts or changes

3. Prepare and update status reports
4. Manage and update status board

Logistics Section

The Logistics Section is responsible for providing all types of support for the emergency response operation. This section orders all resources from off-site locations and provides facilities, services, personnel, equipment, transportation, and materials.

Responsibilities:

1. Open disaster container
2. Distribute supplies, kits, etc.
3. Set-up various staging area (s) for sanitation, feeding, etc.
4. Sign-in volunteers and assign to various sections needing assistance
5. Determine whether additional equipment, supplies, or personnel is needed
6. Make arrangements for transport of supplies and lodging of personnel

Finance and Administration Section

The Finance and Administration Section is responsible for accounting and financial activities such as establishing contracts with vendors, keeping pay records, and accounting for expenditures. This section is also responsible for all other administrative requirements and acts as the clearinghouse for documentation during the recovery phase.

Responsibilities:

1. Document all supplies redirected to emergency
2. Document all personnel time redirected to emergency (number of hours with description of activities performed)
3. Check with Section Chiefs to determine whether additional supplies, etc. will need to be purchased.
4. Purchase needed items.

5. Document all activities.

Each School Site Safety Plan must include the following:

1. An evacuation route map (for the administrative office) (See Appendix E).
2. Student and employee accounting system and forms
3. Student check-out procedure.

As the school operates an independent study program, staff will adhere to the emergency plan of the facility or location when attending a field trip or conducting state testing.

Preparedness

Emergency preparedness at schools starts with school staff emergency preparedness at home. To ensure school staff are able to adequately respond to an emergency, disaster, or event, the following personal preparedness measures are recommended to be taken by staff:

1. Create a 72-hour emergency supply kit for the home.
2. Create an emergency car/office kit.
3. Develop a plan to reunite with family members.
4. Pack emergency supplies in the trunk of a personal vehicle including:
 - Warm clothing
 - Non-perishable food and water.
 - Needed medication and first aid supplies.
 - Personal hygiene supplies.
 - Never let a personal vehicle become too low on fuel.

Disaster Service Workers

The School will comply with Section 3100 of the California Government Code, which states that public employees are disaster service workers who are subject to the disaster service activities assigned to them by their superiors or by law. The term *public employees* includes all personnel employed by State of California agencies, California county and city agencies, and public districts. MYA employees are designated as disaster service workers. Section 3100 of the California Government Code applies to public school

employees for cases in which:

1. A local emergency has been proclaimed.
2. A State of Emergency has been proclaimed.
3. A Federal disaster declaration has been made.

Emergency Response Roles and Actions

If any of the following situations occurs during a MYA event or on location (rented space) for state testing, all staff will take action to ensure student safety.

- Active Shooter/Armed intruder
- Bomb Threat
- Chemical Accident
- Earthquake
- Explosion
- Fire
- Flood
- Windstorm
- Lockdown

Response

Response is the process of implementing appropriate actions while an emergency situation is unfolding. In this phase, schools mobilize resources needed to address the emergency at hand. In any emergency situation, get help right away. Alert someone immediately—a school administrator, school nurse, the 911 Dispatcher, local fire department or police department, as appropriate.

School Responsibilities

If a disaster were to strike while students and staff are together at a location, or at a school event, the primary

responsibility is to ensure the safety and security of students and staff. Students will look to staff for their safety and proper actions in a disaster. School personnel will remain with students until:

1. It is considered safe by the Executive Director;
2. A trusted adult identified on the students record in the MYA student information system arrives to pick up the student.

The Executive Director will:

1. Ensure that all personnel are familiar with the School Safety Plan and procedures.
2. Provide information to parents annually about the guidelines and procedures of the School Safety Plan as well as the trusted adults' responsibilities under the plan.
3. Work in coordination with the teachers, staff, and representatives from rented locations in the event of a disaster or emergency.
4. Coordinate the implementation of the School Disaster Plan in an actual event.
5. Designate a person who will assist in a disaster situation in their absence.
6. Inform Trusted adults of the procedures for checking out students after a disaster.
7. Coordinate all emergency response efforts remotely, working with the teachers at the scene, trusted adults of students participating in the school event or at state testing, and with representatives on location.

The Administrative Assistant will:

1. Assist the Executive Director with notification of parents/guardians.
2. Manage incoming calls, questions, and concerns to the main office.
3. Remain on duty until dismissed by the Executive Director.

The Teacher will:

1. Become familiar with the School Safety Plan.
2. Provide annual instruction to students in the drills and procedures.
3. Maintain a current roll sheet for each testing location; check roll during each disaster; report any missing students to Executive Director or designee.
4. Carry out other duties assigned by the Executive Director or designee.
5. Supervise and remain with their students unless they are assigned to other specific duties.
6. Keep student attendance sheet in their possession during drills and alerts. The attendance sheet will include information about special needs students or those with special medical issues.
7. Remain on site and carry out their assignments until officially dismissed by the Executive Director or administrative designee.

Procedure:

The supervising teacher on location will have emergency contact information on their person at all times. The lead proctor on site at state testing locations will have contact information of emergency contacts identified in the Student Information System on site. Teachers will follow the direction of officials, location personnel, and authorities to follow evacuation or lock down procedures of the facility. All staff will participate in annual training relative to active shooter response.

It is the responsibility of the teacher to keep students calm and follow the instructions as given on site. As soon as possible, teachers should contact the Executive Director to notify him/her of the situation. The Executive Director will remain in contact with the teacher, relaying information to the parents/guardians as needed. Teachers will remain on site until all students have been released to the parent/guardian listed on the permission slip or in the Student Information System.

Trusted Adult Responsibilities

The trusted adults of students identified in the schools Student Information System will be provided with a Student Permission Slip for each field trip. In case of a declared emergency, students will be released only to persons designated on this slip. Trusted adults are responsible for ensuring that information on the form is current at all times.

Trusted adults are asked to share in the School's responsibility of informing students what they should do in case of an emergency, disaster, or other dangerous event. Trusted adults need to give specific directions to each student to follow the school policy and directions of school personnel. It is critical that students do not receive directions from trusted adults that are contrary to the School's stated policy on retention at school and authorized release in case of a real or perceived emergency.

Earthquakes

In accordance with Education Code Section 32282 (II)-(IV), a drop procedure flier has been made available in Appendix F of this document and will be distributed to staff and students annually.

SECTION 5: SUSPENSION/EXPULSION

The school reserves the right to suspend or expel students pursuant to the school's policy and procedures established by the Board of Directors, and pursuant to federal and state law. Frequent interaction among students, and between students and faculty, will occur in MYA's Enriched Virtual Model of Blended learning via one-to-one and collaborative communication tools, or weekly Learning Period (LP) meetings. These participants may also interact from time to time during scheduled school events and proctored testing events. The school has disciplinary procedures pertaining to a student's academic, interpersonal, and internet conduct. Discipline follows a process of Positive Behavior Interventions to each subsequent violation, with proper notifications at each step.

Interpersonal communication and conduct, in whatever form or arena it occurs, will be subject to MYA's policies that establish:

- expectations for civil and courteous student behavior.
- a process for investigating violations or alleged violations of same.
- any lawful penalties or interventions to be imposed as a result.

Penalties are increased for each subsequent offense until the student becomes a candidate for expulsion.

Grounds for Suspension or Expulsion

For MYA students, the applicable suspension and expulsion policy and procedure is set forth in the terms of the charter between the School and the authorizing School District, and in board policy. Copies of the charter petition and policy will be supplied upon request. In addition MYA has a board approved Expulsion Plan that documents the schools role to assist the students continued successful access to education.

As to students with special education needs, discipline will be taken, where appropriate, in conformance with applicable law.

SECTION 6: PROCEDURES TO NOTIFY TEACHERS OF DANGEROUS PUPILS

The Charter School will comply with Education Code Section 49079 and shall inform the teacher of each pupil who has engaged in, or is reasonably suspected to have engaged in, any of the acts described in any of the subdivisions, except subdivision (h), of Section 48900 or in Section 48900.2, 48900.3, 48900.4, or 48900.7 that the pupil engaged in, or is reasonably suspected to have engaged in, those acts. The School shall provide the information to the teacher based upon any records that the School maintains in its ordinary course of business, or receives from a law enforcement agency, regarding a pupil described in this section.

Notification of Suspension History

Each September and February, teachers will be provided with a list via email of their enrolled students who have one or more suspensions of a serious or violent nature. This list includes student suspensions for the current year plus the previous three years. The following procedure is used in notifying teachers of the suspension history:

1. Suspension lists are emailed and hand-delivered to each teacher using a routing sheet. All teachers sign the routing slip indicating their review of the data.
2. The hard copies will have a cover sheet marked “confidential” and teachers will be reminded via email and on the routing sheet about the confidential nature of the data.
3. All routing sheets and suspension reports are to be returned after 5 days and filed in the school office.

Notification of Current Suspensions

To notify teachers of suspensions as they occur during the school year, the following process is used:

1. Teachers will be sent an email advising them of the nature of the serious act and the dates of the suspension as well as any other pertinent information regarding the suspension.
2. Teachers will be reminded in the email about the confidential nature of the data.

Transfers/Mandatory Alternative Placement

When students are administratively transferred from one school to another for disciplinary reasons, teachers (to whom the student is assigned) at the new school will be notified by the school administration and will be provided with written information regarding the reason(s) for the student's transfer as well as a copy of the student's behavior contract (if applicable). Copies of this written notice are maintained in the school office.

Student Convictions

When the school receives information from the juvenile court system that a student has been convicted of a serious or violent crime requiring teacher notification, the Executive Director will provide written notice to the teacher using the procedures outlined in “Current Suspensions.” Copies of this notice will be maintained in the school office.

SECTION 7: DISCRIMINATION AND HARASSMENT

Unlawful Harassment Policy

It is the policy of MYA to ensure equal employment opportunity without discrimination or harassment on the basis of race, color, religion, sex, sexual orientation, age, disability, marital status, citizenship or any other characteristic protected by law. MYA prohibits any such discrimination or harassment. It is MYA’s mission to provide a professional work and learning environment free of harassment, that maintains equality, dignity, and respect for all. It is a violation of this policy for any student, teacher, administrator or other employee of MYA to harass a student, teacher, administrator, or other employee through conduct or communication. This policy applies to all applicants and employees, whether related to conduct engaged in by fellow employees or someone not directly connected to MYA (e.g., an outside vendor, consultant or customer). Conduct prohibited by these policies is unacceptable in the workplace and in any work-related setting outside the workplace, such as during business trips, business meetings and business-related social events.

What is Harassment?

Harassment can take many forms. As used in the CSSP, the term “harassment” includes

1. Offensive remarks, comments, jokes, or slurs pertaining to an individual’s race, religion, sex, age, national origin or ancestry, disability, citizenship, veteran status, or any other protected status defined by law.

2. Offensive sexual remarks, sexual advances, flirtations, or requests for sexual favors, regardless of the gender of the individuals involved.
3. Offensive physical conduct, including touching, regardless of the gender of the individuals involved, including threats of harm, violence or assault.
4. Offensive pictures, drawings, photographs, or other communications, including email.
5. Threatening reprisals of an employee's refusal to respond to requests for sexual favors or for reporting a violation of this policy.
6. Unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature, regardless of gender, when:
 - a. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment.
 - b. Submission to, or rejection of, such conduct by an individual is used as a basis of employment decisions affecting such individuals.
 - c. Such conduct has the purpose or effect of substantially interfering with the individual's work performance or creating an intimidating, hostile or offensive working environment.

Responsibility

All MYA students, staff, and administrators have a responsibility for keeping their work and educational environment free of harassment.

Reporting

MYA encourages reporting of all actual or perceived incidents of discrimination, harassment or retaliation, regardless of the offender's identity or position. However, MYA cannot resolve a harassment claim that has not been reported. Employees are responsible for reporting claims to the school, and the school in turn will take any and all necessary steps to address the employee's concerns. Individuals who believe that they have been the victim of such conduct should discuss their concerns with their immediate supervisor, and/or the school administration. In addition, MYA encourages individuals

who believe they are being subjected to such conduct promptly to advise the offender that their behavior is unwelcome and request that it be discontinued. Often this action alone will resolve the problem. MYA recognizes, however, that an individual may prefer to pursue the matter through informal or formal complaint procedures. Every effort will be made to keep such reports as confidential as possible, although it is understood that an investigation will normally require the involvement of third parties.

Investigation/Complaint Procedure

All complaints of harassment will be promptly investigated. If the investigation substantiates the accusations, the appropriate corrective action will be taken. This may include, but is not limited to, reprimand, suspension, or dismissal, depending on the nature and severity of the offense. Additionally, appropriate action will also be taken in the event the accusations are intentionally false or malicious in intent.

Informal Procedure

If for any reason an individual does not wish to address their offender directly, or if such action does not successfully end the offensive conduct, the individual should notify their immediate supervisor and/or the Office Manager who may, if the individual so requests, talk to the alleged offender on the individual's behalf. In addition, there may be instances in which an individual seeks only to discuss matters with one of the school's designated representatives, and such discussion is encouraged. An individual reporting harassment, discrimination or retaliation should be aware; however, that MYA may decide it is necessary to take action to address such conduct beyond an informal discussion. This decision will be discussed with the individual. The best course of action in any case will depend on many factors and, therefore, the informal procedure will remain flexible. Moreover, the informal procedure is not a required first step for the reporting individual.

Formal Procedure

As noted above, individuals who believe they have been the victims of conduct prohibited by this policy statement, or believe they have witnessed such conduct, should discuss their concerns with their supervisor, school administrator or the Director of Human Resources. MYA encourages the prompt reporting of complaints or concerns so that rapid and constructive action can be taken before relationships become irreparably strained. Therefore, while no fixed reporting period has been established, early reporting and intervention have proven to be the most effective method of resolving actual or perceived incidents of harassment. Any reported allegations of harassment, discrimination or retaliation will be investigated promptly. The investigation may include individual interviews with the parties involved and, where necessary, with individuals who may have observed the alleged conduct or may have other relevant knowledge. Confidentiality and discretion will be maintained throughout the investigation process to the extent consistent with adequate investigation and appropriate corrective action. Misconduct constituting harassment, discrimination or retaliation will be dealt with appropriately. Responsive action may include, training, referral to counseling and/or disciplinary action such as warning, reprimand, withholding of a promotion or pay increase, reassignment, temporary suspension without pay, or termination as MYA believes appropriate under the circumstances. If a party to a complaint does not agree with the school's resolution, that party may appeal to the MYA Executive Director or Director of Human Resources. False and malicious complaints of harassment, discrimination or retaliation as opposed to complaints which, even if erroneous are made in good faith, may be the subject of appropriate disciplinary action.

Retaliation

Retaliation against an individual for reporting harassment or discrimination or for participating in the investigation into a claim of harassment or discrimination is a serious violation of this policy and, like harassment or discrimination itself, will be subject to disciplinary action. Acts of retaliation should be reported immediately and will be promptly investigated and addressed.

Conclusion

This policy was developed to ensure that all employees can work in an environment free from harassment, discrimination and retaliation. MYA will make every reasonable effort to ensure that all concerned are familiar with these policies and aware that any complaint in violation of such policies will be investigated and resolved appropriately. Any employee who has any questions or concerns about these policies may speak with their supervisor, the Executive Director, or the Director of Human Resources. Finally, these policies should not, and may not, be used as a basis for excluding or separating individuals of a particular gender, or any other protected characteristic, from participating in business or work-related social activities or discussions. In other words, no one should make the mistake of engaging in discrimination or exclusion in order to avoid allegations of harassment. The law and the policies of MYA prohibit disparate treatment on the basis of sex or any other protected characteristic, with regard to terms, conditions, privileges, and prerequisites of employment. The prohibitions against harassment, discrimination, and retaliation are intended to complement and further those policies, not to form the basis of an exception to them.

Cyber-Bullying

MYA expects its students to use all electronic communication methods in a responsible, ethical, and legal manner in order to ensure that offensive, harassing, or other communication jeopardizing the integrity of MYA has not been made available to other students. By accepting the invitation to Instant Message (IM) with others, students are agreeing that they will use IM properly for school-related purposes only, will communicate with faculty and students appropriately, and will not take part in cyber-bullying or any other forms of harassment.

While communicating via any method, including electronic, or in person meetings, students are agreeing that they will use communication tools properly for school, will communicate with faculty and students appropriately, and will not take part in cyber-bullying or any other form of harassment.

Harassment and cyber-bullying of or by students or teachers will not be tolerated in any environment. Harassment is defined as unwanted conduct based on protected class (e.g., race, color, national origin, religion, gender, age, disability, or sexual orientation). Cyber-bullying, otherwise known as electronic bullying, is defined as the use of electronic communications to bully others (via email, chat rooms, instant messaging, cell phones, threaded discussions, websites, or through other forms of electronic communication). “Unwanted conduct” includes but is not limited to: threats, insults, verbal abuse, racial slurs, or any other hostile communications designed to cause harm to others.

“Offensive content” includes, but is not limited to: sexual comments or images, racial slurs, gender-specific comments, or any comments that would offend someone on the basis of age, race, sex, color, religion, national origin, handicap, disability, or veteran status. Harassment and cyber-bullying are actions that interfere with school success and/or create a hostile environment and will not be permitted.

The use of offensive content motivated by unwanted conduct will hereafter be referred to as “abusive communication.”

Steps for Students to Follow

Students who believe that they are victims of cyber-bullying or harassment should follow the steps below:

1. Do not respond to the person engaging in the alleged harassment or cyber-bullying.
2. Document specific instances of alleged cyber-bullying or harassment (i.e., keep a record of abusive correspondences and save the documents or communications).
3. If the abusive communication is from another student and occurs as part of coursework (i.e., as part of any class activity such as a threaded discussion, in person or virtual meeting, or group assignment), report the situation to the teacher and send the Teacher of Record the documentation.

4. If the abusive communication is from another student and occurs in any other school setting (i.e., not as part of a specific class), report the situation to the Teacher of Record and send the Guidance Counselor the documentation.
5. If the abusive communication is from a staff member, report the situation to the Executive Director.
6. If the abusive communication is from a school administrator, report the situation to the Teacher of Record who will report it to the Chief Executive Officer.

Administrative Action Plan

When a student reports an incident of cyber-bullying or harassment to a teacher:

1. The teacher will collect and review documentation if the abusive communication occurs as part of coursework.
2. The teacher will discuss the incident with the accused student and decide if the incident warrants a referral to a school administrator. This will depend on the severity of the incident and if this is a first time or repeat offense. Records of the actions taken will be appended to the student's electronic file.
3. The teacher will warn the student about progressive interventions that may include a referral for suspension or expulsion for repeated offenses.
4. The teacher will arrange a conference with the trusted adults listed as part of the students record in the schools Student Information System to discuss the matter.
5. If the student is referred to a school administrator, the student may be a candidate for MTSS/PBIS plan..

When a student reports an incident of cyber-bullying or harassment to a Teacher of record:

1. The Teacher of Record will collect and receive documentation if the abusive communication occurs in any other school setting (i.e., not as part of a specific class).
2. The Teacher of Record will discuss the incident with the accused student and

decide if the incident warrants referral to the Executive Director. This will depend on the severity of the incident and if this is a first time or repeat offense. Records of the actions taken will be appended to the student's electronic file.

When a student reports an incident of cyber-bullying or harassment by a staff member to the Executive Director or Chief Executive Officer that person will discuss the incident with the accused and will take necessary actions to address the complaint.

Disciplinary Action

Students engaging in harassment or cyber-bullying:

- will have a conference with a trusted adult scheduled to discuss the matter.
- will receive a warning about progressive interventions that may include a referral for suspension or expulsion for a repeated offense.
- will be candidates for MYA's MTSS/PBIS plan that may lead to suspension or expulsion depending on the severity or frequency of the offense.

Staff Member Responsibilities Regarding Harassment or Cyber-Bullying:

- Staff members collect and review documentation and discuss the incident(s) with the student.
- Staff members record the documentation in the student's electronic file.
- Teacher of Record arranges a conference with the student's trusted adult to discuss the matter.
- Teacher of Record informs student of MYA's MTSS/PBIS plan that may lead to suspension or expulsion Executive Director initiates administrative expulsions as described above.

Hate Crime Reporting Procedures

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

Hate crimes can take many forms. Incidents may involve physical assault, damage to property, bullying, harassment, verbal abuse or insults, or offensive graffiti or letters.

Reporting procedures:

1. Any student who believes that they are a victim of hate-motivated behavior shall immediately contact the Executive Director or designee. If the student believes that the situation has not been remedied by the Executive Director or designee, they may file a complaint in accordance with the school's complaint procedures.
2. Staff who are informed of hate-motivated behavior or personally observe such behavior shall notify the Executive Director or designee. The Executive Director or designee shall notify law enforcement if it is determined that a hate-motivated crime occurred.
3. The Executive Director or designee shall ensure that staff receives appropriate training to recognize hate-motivated behavior and methods of handling such behavior in appropriate ways.

SECTION 8: SCHOOLWIDE DRESS CODE

The purpose of the MYA dress code is to advocate a successful, respectful, and safe learning environment for all students and staff. Dress may not interfere with or distract from learning and must be appropriate for the school activity. Inappropriate dress will be reported to a school administrator. If the school administrator finds the clothing is in violation of the dress code, individuals may be asked to change clothes when possible or be prohibited from participating in a school-sponsored activity.

Examples of Inappropriate Dress

- Clothing, jewelry, book covers, backpacks or binders that contain sexual connotations, mentions tobacco, alcohol, drugs, profanity, obscenity, weapons, violence, or gangs

- Clothing that is revealing, strapless, see-through, low-cut, or exposes the midriff
- Clothing that is not the appropriate length to meet the tips of the fingers when arms are down at the side with fingers extended
- Pants and shorts must fit at the waist without sagging to reveal undergarments
- Shoes must be worn at all times
- Clothing which may be intimidating to others such as metal studs, spikes, gang affiliation/attire, or puts the wearer in danger

School administration retains the sole discretion to make the final determination whether clothing, jewelry and accessories, and/or appearance meet acceptable standards.

SECTION 9: SAFE INGRESS AND EGRESS

MYA is an independent study program. By nature, students do not come to a campus, and the school is only in custody of students when the student is present at organized school activities, or annual state test proctoring. In the event that students will be in the direct care of the school, personnel will provide all relevant ingress and egress information specific to the location as applicable in order to ensure the safety of pupils, trusted adults, and school employees in route to and from school events or activities.

SECTION 10: SAFE AND ORDERLY ENVIRONMENT

It is the priority of MYA to provide students, families, and staff a safe environment free from harm, so they can pursue and support the education goals of the students.

Nondiscrimination and Fair Treatment of Pupils

MYA is non-sectarian in its programs, admissions policies, employment practices, and all other operations. MYA does not charge tuition and does not discriminate on the basis of race, ethnicity, national origin, gender, or disability as required by Title VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Education 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and Title II of the Americans with Disabilities Act of 1990.

Hazard Assessments

On a monthly basis the school will conduct an assessment of any hazards and complete the Hazard Assessment Checklist. Checklists will be kept on file in Human Resources.

APPENDIX A: SUICIDE PREVENTION

The publications of many organizations and governmental agencies contain advice for people who are engaged with suicidal people. That advice is summarized below.

Do's

Listen to what the person is saying and take her/his suicidal threat seriously. Many times a person may be looking for just that assurance.

Observe the person's nonverbal behavior. In children and adolescents, facial expressions, body language, and other concrete signs often are more telling than what the person says.

Ask whether the person is really thinking about suicide. If the answer is "YES," ask how she/he plans to do it and what steps have already been taken. This will convince the person of your attention and let you know how serious the threat is.

Get Help by contacting an appropriate Crisis Response Team member. Never attempt to handle a potential suicide by yourself.

Stay with the person. Take the person to a CRT member and stay with that person for a while. The person has placed trust in you, so you must help transfer that trust to the other person.

Don'ts

Don't leave the person alone for even a minute.

Don't act shocked or be sworn to secrecy.

Don't underestimate or brush aside a suicide threat ("You won't really do it; you're not the type"), or to shock or challenge the person ("Go ahead. Do it"). The person may

already feel rejected and unnoticed, and you should not add to the burden.

Don't let the person convince you that the crisis is over. The most dangerous time is precisely when the person seems to be feeling better. Sometimes, after a suicide method has been selected, the person may appear happy and relaxed. You should, therefore, stay involved until you get help.

Don't take too much upon yourself. Your responsibility to the person in a crisis is limited to listening, being supportive, and getting her/him to a trained professional. Under no circumstances should you attempt to counsel the person.

APPENDIX B: EDUCATIONAL ACTIVITY PERMISSION SLIP AND WAIVER

For use by a trusted adult of a student participating in a group or parent guided educational activity

Group Activity: _____

Activity Location: _____

Activity Date: _____ Leave By: _____ Return By: _____

Teacher/Supervising Charter Employee Name _____

Information: Education code Section 35330 authorizes the governing board of any school district to conduct events or excursions for students in connection with courses of instruction or school related social, educational, cultural, athletic or school band activities to and from places in the state, any other state, the District of Columbia, or a foreign country. Scheduled events or excursions may be connected with such courses of instruction or such school activities that further the student's education and participation is voluntary.

Student # _____ Student Name _____

Grade _____ Cost _____

Student # _____ Student Name _____

Grade _____ Cost _____

Parent Guardian Name _____

_____ Address _____

City _____ Zip _____

Home# _____ Cell# _____ Work # _____

Email _____

PLEASE INITIAL #1 OR #2 BELOW TO INDICATE DESIRED ACTION IN THE EVENT OF ACCIDENT OR EMERGENCY:

1. _____ In the event of an accident or emergency, when a parent/guardian is unavailable, I hereby authorize a representative of the school to make such

arrangements as they consider necessary for my child to receive medical/hospital care, including necessary transportation.

Under such circumstances, I further authorize the physician named below to undertake such care and treatment of my child as they consider necessary. In the event that said physician is not available at any time, I authorize such care and treatment to be performed by a licensed physician or surgeon. **THE UNDESIGNED PARENT/GUARDIAN FULLY UNDERSTANDS HE/SHE IS RESPONSIBLE TO PAY ALL COSTS INCURRED AS A RESULT OF THE FOREGOING.**

If your child is injured at a group educational activity, contact the school at _____

2. _____ I do not choose the above statement and desire the following action to be taken:

WAIVER: "California law provides as follows: „All persons making the field trip or excursion shall be deemed to have waived all claims against the district, a charter school, or the State of California for injury, accident, illness, or death occurring during or by reason of the field trip or excursion. All adults taking out-of-state events or excursions and all parents or guardians of pupils taking out-of-state events or excursions shall sign a statement waiving all claims"". (Ed. Code Sec. 35330)

Motivated Youth Academy/ MYA Charter School (Hereinafter referred to as "The Charter School")

I/We, _____ intend to participate in the above-described educational activity. I acknowledge that my participation in this activity is not required by "The Charter School", or any teacher or employee of "The Charter School and is voluntary. I understand that in determining that participation in this Activity has educational value, "The Charter School" has not investigated or approved its safety, the qualifications or financial responsibility of any person or firm involved in the Activity, or the facilities or equipment to be used. In addition, the charter school has not provided or approved transportation to or from this Activity. All participants are expected to secure their own transportation to and from the Activity. In consideration for being permitted to participate in this Activity I may be entitled to education credit. I hereby waive, release and discharge "The Charter School" from any and all claims for damages or personal

injury, death, or property damage which I may have, or which may hereafter occur as a result of my participation in the Activity. It is understood that the Activity may involve an element of risk and danger of accidents and knowing those risks, I hereby assume those risks. It is further agreed that this waiver, release and assumption of risk is to be binding on my heirs and assigns.

I HAVE CAREFULLY READ THIS AGREEMENT, WAIVER, AND RELEASE AND FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT THIS RELEASE OF LIABILITY IS A CONTRACT BETWEEN MYSELF AND THE CHARTER SCHOOL

My signature below authorizes my student to participate in this group education activity. By signing below I represent that I have the authority to sign this form on behalf of any minor(s) listed above.

Trusted Adult Name (PRINTED)_____

Trusted Adult Signature_____

Relationship to Minor_____ **Date:**_____

I give permission for my child/children to have any photos taken on this school scheduled event to be used on the school's website or social media pages. Yes _____ No _____

Return Form By: _____

OFFICE USE: Number of students attending #_____

Number of other family members attending #_____

Amount Enclosed \$____**(CHECK ONLY)**

APPENDIX C: SUSPECTED CHILD ABUSE REPORT, FORM SS8572



STATE OF CALIFORNIA
BCIA 8572
(Rev. 04/2017)

DEPARTMENT OF JUSTICE
Page 1 of 2

SUSPECTED CHILD ABUSE REPORT (Pursuant to Penal Code section 11166)

[Print Form](#)
[Clear Form](#)

To Be Completed by Mandated Child Abuse Reporters
PLEASE PRINT OR TYPE

CASE NAME: _____

CASE NUMBER: _____

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

DO NOT submit a copy of this form to the Department of Justice (DOJ). The investigating agency is required under Penal Code section 11169 to submit to DOJ a Child Abuse or Severe Neglect Indexing Form BCIA 8583 if (1) an active investigation was conducted and (2) the incident was determined to be substantiated.



STATE OF CALIFORNIA
BCIA 8572
(Rev. 04/2017)

DEPARTMENT OF JUSTICE
Page 2 of 2

SUSPECTED CHILD ABUSE REPORT (Pursuant to Penal Code section 11166)

DEFINITIONS AND GENERAL INSTRUCTIONS FOR COMPLETION OF FORM BCIA 8572

All Penal Code (PC) references are located in Article 2.5 of the California PC. This article is known as the Child Abuse and Neglect Reporting Act (CANRA). The provisions of CANRA may be viewed at: <http://leginfo.ca.gov/faces/codes.xhtml> (specify "Penal Code" and search for sections 11164-11174.3). A mandated reporter must complete and submit form BCIA 8572 even if some of the requested information is not known. (PC section 11167(a).)

I. MANDATED CHILD ABUSE REPORTERS

Mandated child abuse reporters include all those individuals and entities listed in PC section 11165.7.

II. TO WHOM REPORTS ARE TO BE MADE ("DESIGNATED AGENCIES")

Reports of suspected child abuse or neglect shall be made by mandated reporters to any police department or sheriff's department (not including a school district police or security department), the county probation department (if designated by the county to receive mandated reports), or the county welfare department. (PC section 11165.9.)

III. REPORTING RESPONSIBILITIES

Any mandated reporter who has knowledge of or observes a child, in his or her professional capacity or within the scope of his or her employment, whom he or she knows or reasonably suspects has been the victim of child abuse or neglect shall report such suspected incident of abuse or neglect to a designated agency immediately or as soon as practically possible by telephone and shall prepare and send a written report thereof **within 36 hours** of receiving the information concerning the incident. (PC section 11166(a).)

No mandated reporter who reports a suspected incident of child abuse or neglect shall be held civilly or criminally liable for any report required or authorized by CANRA. Any other person reporting a known or suspected incident of child abuse or neglect shall not incur civil or criminal liability as a result of any report authorized by CANRA unless it can be proven the report was false and the person knew it was false or made the report with reckless disregard of its truth or falsity. (PC section 11172(a).)

IV. INSTRUCTIONS

SECTION A – REPORTING PARTY: Enter the mandated reporter's name, title, category (from PC section 11165.7), business/agency name and address, daytime telephone number, and today's date. Check yes/no whether the mandated reporter witnessed the incident. The signature area is for either the mandated reporter or, if the report is telephoned in by the mandated reporter, the person taking the telephoned report.

IV. INSTRUCTIONS (continued)

SECTION B – REPORT NOTIFICATION: Complete the name and address of the designated agency notified, the date/time of the phone call, and the name, title, and telephone number of the official contacted.

SECTION C – VICTIM (One Report per Victim): Enter the victim's name, birthdate or approximate age, sex, ethnicity, address, telephone number, present location, and, where applicable, enter the school, class (indicate the teacher's name or room number), and grade. List the primary language spoken in the victim's home. Check the appropriate yes/no box to indicate whether the victim may have a developmental disability or physical disability and specify any other apparent disability. Check the appropriate yes/no box to indicate whether the victim is in foster care, and check the appropriate box to indicate the type of care if the victim was in out-of-home care. Check the appropriate box to indicate the type of abuse. List the victim's relationship to the suspect. Check the appropriate yes/no box to indicate whether photos of the injuries were taken. Check the appropriate box to indicate whether the incident resulted in the victim's death.

SECTION D – INVOLVED PARTIES: Enter the requested information for Victim's Siblings, Victim's Parents/Guardians, and Suspect. Attach extra sheet(s) if needed (provide the requested information for each individual on the attached sheet(s)).

SECTION E – INCIDENT INFORMATION: If multiple victims, indicate the number and submit a form for each victim. Enter date/time and place of the incident. Provide a narrative of the incident. Attach extra sheet(s) if needed.

V. DISTRIBUTION

Reporting Party: After completing form BCIA 8572, retain a copy for your records and submit copies to the designated agency.

Designated Agency: **Within 36 hours** of receipt of form BCIA 8572, the initial designated agency will send a copy of the completed form to the district attorney and any additional designated agencies in compliance with PC sections 11166(j) and 11166(k).

ETHNICITY CODES

1 Alaskan Native	6 Caribbean	11 Guamanian	16 Korean	22 Polynesian	27 White-Armenian
2 American Indian	7 Central American	12 Hawaiian	17 Laotian	23 Samoan	28 White-Central American
3 Asian Indian	8 Chinese	13 Hispanic	18 Mexican	24 South American	29 White-European
4 Black	9 Ethiopian	14 Hmong	19 Other Asian	25 Vietnamese	30 White-Middle Eastern
5 Cambodian	10 Filipino	15 Japanese	21 Other Pacific Islander	26 White	31 White-Romanian

APPENDIX D: HAZARDS ASSESSMENT CHECKLIST

HAZARD ASSESSMENT CHECKLIST

The following checklist can be used to identify and evaluate hazards in your workplace. This checklist covers a wide variety of workplace safety and health hazards. All of the topics covered in this checklist may not apply to your particular workplace. When evaluating your workplace use the sections of the checklist that apply to your workplace and work activities.

GENERAL WORK ENVIRONMENT

- Are all worksites clean and orderly?
- Are work surfaces kept dry or appropriate means taken to assure the surfaces are slip-resistant?
- Are all spilled materials or liquids cleaned up immediately?
- Is combustible scrap, debris and waste stored safely and removed from the worksite promptly?
- Is accumulated combustible dust routinely removed from elevated surfaces, including the overhead structure of buildings?
- Is combustible dust cleaned up with a vacuum system to prevent the dust going into suspension?
- Is metallic or conductive dust prevented from entering or accumulation on or around electrical enclosures or equipment?
- Are covered metal waste cans used for oily and paint-soaked waste?
- Are all oil and gas fired devices equipped with flame failure controls that will prevent flow of fuel if pilots or main burners are not working?
- Are paint spray booths, dip tanks and the like cleaned regularly?
- Are the minimum number of toilets and washing facilities provided?
- Are all toilets and washing facilities clean and sanitary?
- Are all work areas adequately illuminated?
- Are pits and floor openings covered or otherwise guarded?

WALKWAYS

- Are aisles and passageways kept clear?
- Are aisles and walkways marked as appropriate?
- Are wet surfaces covered with non-slip materials?
- Are holes in the floor, sidewalk or other walking surface repaired properly, covered or otherwise made safe?
- Is there safe clearance for walking in aisles where motorized or mechanical handling equipment is operating.
- Are spilled materials cleaned up immediately?
- Are materials or equipment stored in such a way that sharp projectiles will not interfere with the walkway?
- Are changes of direction or elevations readily identifiable?
- Are aisles or walkways that pass near moving or operating machinery, welding operations or similar operations arranged so employees will not be subjected to potential hazards?
- Is adequate headroom provided for the entire length of any aisle or walkway?
- Are standard guardrails provided wherever aisle or walkway surfaces are elevated more than 30 inches above any adjacent floor or the ground?
- Are bridges provided over conveyors and similar hazards?

FLOOR AND WALL STAIRWAYS

- Are floor openings guarded by a cover, guardrail, or equivalent on all sides (except at entrance to stairways or ladders)?
- Are toeboards installed around the edges of a permanent floor opening (where persons may pass below the opening)?
- Are skylight screens of such construction and mounting that they will withstand a load of at least 200 pounds?
- Is the glass in windows, doors, glass walls that are subject to human impact, of sufficient thickness and type for the condition of use?

- Are grates or similar type covers over floor openings such as floor drains, of such design that foot traffic or rolling equipment will not be affected by the grate spacing?
- Are unused portions of service pits and pits not actually in use either covered or protected by guardrails or equivalent?
- Are manhole covers, trench covers and similar covers, plus their supports, designed to carry a truck rear axle load of at least 20,000 pounds when located in roadways and subject to vehicle traffic?
- Are floor or wall openings in fire resistive construction provided with doors or covers compatible with the fire rating of the structure and provided with self-closing feature when appropriate?

STAIRS & STAIRWAYS

- Are standard stair rails or handrails on all stairways having four or more risers?
- Are all stairways at least 22 inches wide?
- Do stairs have at least a 6'6" overhead clearance?
- Do stairs angle no more than 50 and no less than 30 degrees?
- Are stairs of hollow-pan type treads and landings filled to noising level with solid material?
- Are step risers on stairs uniform from top to bottom, with no riser spacing greater than 7-1/2 inches?
- Are steps on stairs and stairways designed or provided with a surface that renders them slip resistant?
- Are stairway handrails located between 30 and 34 inches above the leading edge of stair treads?
- Do stairway handrails have a least 1-1/2 inches of clearance between the handrails and the wall or surface they are mounted on?
- Are stairway handrails capable of withstanding a load of 200 pounds, applied in any direction?
- Where stairs or stairwell exit directly into any area where vehicles may be operated, are adequate barriers and warnings provided to prevent employees stepping into the path of traffic?

- Do stairway landings have a dimension measured in the direction of travel, at least equal to width of the stairway?
- Is the vertical distance between stairway landings limited to 12 feet or less?

EXITING OR EGRESS

- Are all exits marked with an exit sign and illuminated by a reliable light source?
- Are the directions to exits, when not immediately apparent, marked with visible signs?
- Are doors, passageways or stairways, that are neither exits nor access to exits and which could be mistaken for exits, appropriately marked "NOT AN EXIT", "TO BASEMENT", "STOREROOM", and the like?
- Are exit signs provided with the word "EXIT" in lettering at least 5 inches high and the stroke of the lettering at least 1/2 inch wide?
- Are exit doors side-hinged?
- Are all exits kept free of obstructions?
- Are at least two means of egress provided from elevated platforms, pits or rooms where the absence of a second exit would increase the risk of injury from hot, poisonous, corrosive, suffocating, flammable, or explosive substances?
- Are there sufficient exits to permit prompt escape in case of emergency?
- Are special precautions taken to protect employees during construction and repair operations?
- Is the number of exits from each floor of a building, and the number of exits from the building itself, appropriate for the building occupancy load?
- Are exit stairways which are required to be separated from other parts of a building enclosed by at least two hour fire-resistive construction in buildings more than four stories in height, and not less than one-hour fire resistive construction elsewhere?
- When ramps are used as part of required exiting from a building, is the ramp slope limited to 1- foot vertical and 12 feet horizontal?
- Where exiting will be through frameless glass doors, glass exit doors, storm doors, and such are the doors fully tempered and meet the safety requirements for human

impact?

EXIT DOORS

- Are doors that are required to serve as exits designed and constructed so that the way of exit travel is obvious and direct?
- Are windows that could be mistaken for exit doors, made inaccessible by means of barriers or railings?
- Are exit doors openable from the direction of exit travel without the use of a key or any special knowledge or effort, when the building is occupied?
- Is a revolving, sliding or overhead door prohibited from serving as a required exit door?
- Where panic hardware is installed on a required exit door, will it allow the door to open by applying a force of 15 pounds or less in the direction of the exit traffic?
- Are doors on cold storage rooms provided with an inside release mechanism that will release the latch and open the door even if it's padlocked or otherwise locked on the outside?
- Where exit doors open directly onto any street, alley or other area where vehicles may be operated, are adequate barriers and warnings provided to prevent employees stepping into the path of traffic?
- Are doors that swing in both directions and are located between rooms where there is frequent traffic, provided with viewing panels in each door?

ENVIRONMENTAL CONTROLS

- Are all work areas properly illuminated?
- Are employees instructed in proper first aid and other emergency procedures?
- Are hazardous substances identified which may cause harm by inhalation, ingestion, skin absorption or contact?
- Are employees aware of the hazards involved with the various chemicals they may be exposed to in their work environment, such as ammonia, chlorine, epoxies, and caustics?
- Is employee exposure to chemicals in the workplace kept within acceptable levels?
- Can a less harmful method or product be used?
- Is the work area's ventilation system appropriate for the work being performed?
- Are spray painting operations done in spray rooms or booths equipped with an

appropriate exhaust system?

- Is employee exposure to welding fumes controlled by ventilation, use of respirators, exposure time, or other means?
- Are welders and other workers nearby provided with flash shields during welding operations?
- If forklifts and other vehicles are used in buildings or other enclosed areas, are the carbon monoxide levels kept below maximum acceptable concentration?
- Has there been a determination that noise levels in the facilities are within acceptable levels?
- Are steps being taken to use engineering controls to reduce excessive noise levels?
- Are proper precautions being taken when handling asbestos and other fibrous materials?
- Are caution labels and signs used to warn of asbestos?
- Are wet methods used, when practicable, to prevent the emission of airborne asbestos fibers, silica dust and similar hazardous materials?
- Is vacuuming with appropriate equipment used whenever possible rather than blowing or sweeping dust?
- Are grinders, saws, and other machines that produce respirable dusts vented to an industrial collector or central exhaust system?
- Are all local exhaust ventilation systems designed and operating properly such as airflow and volume necessary for the application? Are the ducts free of obstructions or the belts slipping?
- Is personal protective equipment provided, used and maintained wherever required?
- Are there written standard operating procedures for the selection and use of respirators where needed?
- Are restrooms and washrooms kept clean and sanitary?
- Is all water provided for drinking, washing, and cooking potable?
- Are all outlets for water not suitable for drinking clearly identified?
- Are employees' physical capacities assessed before being assigned to jobs

requiring heavy work?

- Are employees instructed in the proper manner of lifting heavy objects?
- Where heat is a problem, have all fixed work areas been provided with spot cooling or air conditioning?
- Are employees screened before assignment to areas of high heat to determine if their health condition might make them more susceptible to having an adverse reaction?
- Are employees working on streets and roadways where they are exposed to the hazards of traffic, required to wear bright colored (traffic orange) warning vests?
- Are exhaust stacks and air intakes located so that contaminated air will not be recirculated within a building or other enclosed area?
- Is equipment producing ultra-violet radiation properly shielded?

FLAMMABLE & COMBUSTIBLE MATERIALS

- Are combustible scrap, debris and waste materials (i.e. oily rags) stored in covered metal receptacles and removed from the worksite promptly?
- Is proper storage practiced to minimize the risk of fire including spontaneous combustion?
- Are approved containers and tanks used for the storage and handling of flammable and combustible liquids?
- Are all connections on drums and combustible liquid piping, vapor and liquid tight?
- Are all flammable liquids kept in closed containers when not in use (e.g. parts cleaning tanks, pans)?
- Are bulk drums of flammable liquids grounded and bonded to containers during dispensing?
- Do storage rooms for flammable and combustible liquids have explosion-proof lights?
- Do storage rooms for flammable and combustible liquids have mechanical or gravity ventilation?
- Is liquefied petroleum gas stored, handled, and used in accordance with safe practices and standards?
- Are liquefied petroleum storage tanks guarded to prevent damage from vehicles?
- Are all solvent wastes and flammable liquids kept in fire-resistant covered containers until they are removed from the worksite?

- Is vacuuming used whenever possible rather than blowing or sweeping combustible dust?
- Are fire separators placed between containers of combustibles or flammables, when stacked one upon another, to assure their support and stability?
- Are fuel gas cylinders and oxygen cylinders separated by distance, fire resistant barriers or other means while in storage?
- Are fire extinguishers selected and provided for the types of materials in areas where they are to be used?
- Class A: Ordinary combustible material fires.
- Class B: Flammable liquid, gas or grease fires.
- Class C: Energized-electrical equipment fires.
- If a Halon 1301 fire extinguisher is used, can employees evacuate within the specified time for that extinguisher?
- Are appropriate fire extinguishers mounted within 75 feet of outside areas containing flammable liquids, and within 10 feet of any inside storage area for such materials?
- Is the transfer/withdrawal of flammable or combustible liquids performed by trained personnel?
- Are fire extinguishers mounted so that employees do not have to travel more than 75 feet for a class "A" fire or 50 feet for a class "B" fire?
- Are employees trained in the use of fire extinguishers?
- Are extinguishers free from obstructions or blockage?
- Are all extinguishers serviced, maintained and tagged at intervals not to exceed one year?
- Are all extinguishers fully charged and in their designated places?
- Is a record maintained of required monthly checks of extinguishers?
- Where sprinkler systems are permanently installed, are the nozzle heads directed or arranged so that water will not be sprayed into operating electrical switchboards and equipment?
- Are "NO SMOKING" signs posted where appropriate in areas where flammable or combustible materials are used or stored?
- Are "NO SMOKING" signs posted on liquefied petroleum gas tanks?
- Are "NO SMOKING" rules enforced in areas involving storage and use of flammable

materials?

- Are safety cans used for dispensing flammable or combustible liquids at a point of use?
- Are all spills of flammable or combustible liquids cleaned up promptly?
- Are storage tanks adequately vented to prevent the development of excessive vacuum or pressure as a result of filling, emptying, or atmosphere temperature changes?
- Are storage tanks equipped with emergency venting that will relieve excessive internal pressure caused by fire exposure?
- Are spare portable or butane tanks, which are used by industrial trucks stored in accord with regulations?

FIRE PROTECTION

- Do you have a fire prevention plan?
- Does your plan describe the type of fire protection equipment and/or systems?
- Have you established practices and procedures to control potential fire hazards and ignition sources?
- Are employees aware of the fire hazards of the material and processes to which they are exposed?
- Is your local fire department well acquainted with your facilities, location and specific hazards?
- If you have a fire alarm system, is it tested at least annually?
- If you have a fire alarm system, is it certified as required?
- If you have interior standpipes and valves, are they inspected regularly?
- If you have outside private fire hydrants, are they flushed at least once a year and on a routine preventive maintenance schedule?

- Are fire doors and shutters in good operating condition?
- Are fire doors and shutters unobstructed and protected against obstructions, including their counterweights?
- Are fire door and shutter fusible links in place?
- Are automatic sprinkler system water control valves, air and water pressures checked weekly/periodically as required?
- Is maintenance of the automatic sprinkler system assigned to responsible persons or to a sprinkler contractor?
- Are sprinkler heads protected by metal guards, when exposed to physical damage?
- Is proper clearance maintained below sprinkler heads?
- Are portable fire extinguishers provided in adequate numbers and types?
- Are fire extinguishers mounted in readily accessible locations?
- Are fire extinguishers recharged regularly and noted on the inspection tag?
- Are employees periodically instructed in the use of extinguishers and fire protection procedures?

EMERGENCY ACTION PLAN

- Are you required to have an emergency action plan?
- Does the emergency action plan comply with requirements of T8CCR 3220(a)?
- Have emergency escape procedures and routes been developed and communicated to all employees?
- Do employees, who remain to operate critical plant operations before they evacuate, know the proper procedures?
- Is the employee alarm system that provides a warning for emergency action recognizable and perceptible above ambient conditions?
- Are alarm systems properly maintained and tested regularly?
- Is the emergency action plan reviewed and revised periodically?
- Do employees know their responsibilities:
 - For reporting emergencies?
 - For conducting rescue and medical duties?

INFECTION CONTROL

- Are employees potentially exposed to infectious agents in body fluids?
- Have occasions of potential occupational exposure been identified and documented?
- Has a training and information program been provided for employees exposed to or potentially exposed to blood and/or body fluids?
- Have infection control procedures been instituted where appropriate, such as ventilation, universal precautions, workplace practices, and personal protective equipment?
- Are employees aware of specific workplace practices to follow when appropriate? (Hand washing, handling sharp instruments, handling of laundry, disposal of contaminated materials, reusable equipment.)
- Is personal protective equipment provided to employees, and in all appropriate locations?
- Is the necessary equipment (i.e. mouthpieces, resuscitation bags, and other ventilation devices) provided for administering mouth-to-mouth resuscitation on potentially infected patients?
- Are facilities/equipment to comply with workplace practices available, such as hand-washing sinks, biohazard tags and labels, needle containers, detergents/disinfectants to clean up spills?
- Are all equipment and environmental and working surfaces cleaned and disinfected after contact with blood or potentially infectious materials?
- Is infectious waste placed in closable, leak proof containers, bags or puncture-resistant holders with proper labels?
- Has medical surveillance including HBV evaluation, antibody testing and vaccination been made available to potentially exposed employees?
- Training on universal precautions?
- Training on personal protective equipment?
- Has medical surveillance including HBV evaluation, antibody testing and vaccination been made available to potentially exposed employees?
- Training on universal precautions?

- Training on personal protective equipment?
- Has medical surveillance including HBV evaluation, antibody testing and vaccination been made available to potentially exposed employees?
- Training on universal precautions?
- Training on personal protective equipment?
- Training on needlestick exposure/management?
- Hepatitis B vaccinations?


ERGONOMICS

- Can the work be performed without eye strain or glare to the employees?
- Does the task require prolonged raising of the arms?
- Do the neck and shoulders have to be stooped to view the task?
- Are there pressure points on any parts of the body (wrists, forearms, back of thighs)?
- Can the work be done using the larger muscles of the body?
- Can the work be done without twisting or overly bending the lower back?
- Are there sufficient rest breaks, in addition to the regular rest breaks, to relieve stress from repetitive-motion tasks?
- Are tools, instruments and machinery shaped, positioned and handled so that tasks can be performed comfortably?
- Are all pieces of furniture adjusted, positioned and arranged to minimize strain on all parts of the body?

APPENDIX E: SCHOOL OFFICE EVACUATION MAP



APPENDIX F: EARTHQUAKE DROP PROCEDURES





BE PREPARED FOR AN EARTHQUAKE

Earthquakes can collapse buildings and cause heavy items to fall, resulting in injuries and property damage.


 **FEMA**
FEMA V-1003/May 2018

Earthquakes are the sudden, rapid shaking of the earth, caused by the breaking and shifting of underground rock.



Can happen anywhere. Higher risk areas are California, Alaska, and the Mississippi Valley


Give no warning



Cause fires and damage roads


Cause tsunamis, landslides, and avalanches


IF AN EARTHQUAKE HAPPENS, PROTECT YOURSELF RIGHT AWAY



DROP



COVER




HOLD ON



If in a vehicle, pull over and stop.




If in bed, stay there.



If outdoors, stay outdoors.



Do not get in a doorway.



Do not run outside.

HOW TO STAY SAFE WHEN AN EARTHQUAKE THREATENS



Secure items such as televisions and objects that hang on walls. Store heavy and breakable objects on low shelves.

Practice Drop, Cover, and Hold On with family and coworkers. Drop to your hands and knees. Cover your head and neck with your arms. Crawl only as far as needed to reach cover from falling materials. Hold on to any sturdy furniture until the shaking stops.

Create a family emergency communication plan that has an out-of-state contact. Plan where to meet if you get separated.

Make a supply kit that includes enough food and water for at least three days, a flashlight, a fire extinguisher, and a whistle. Consider each person's specific needs, including medication. Do not forget the needs of pets. Have extra batteries and charging devices for phones and other critical equipment.

Consider earthquake insurance policies. Standard homeowner's insurance does not cover earthquake damage.

Consider a retrofit of your building if it has structural issues that make it vulnerable to collapse during an earthquake.



Drop, Cover, and Hold On like you practiced. Drop to your hands and knees. Cover your head and neck with your arms. Hold on to any sturdy furniture until the shaking stops. Crawl only if you can reach better cover without going through an area with more debris.

If in bed, stay there and cover your head and neck with a pillow.

If inside, stay there until the shaking stops. DO NOT run outside.

If in a vehicle, stop in a clear area that is away from buildings, trees, overpasses, underpasses, or utility wires.

If you are in a high-rise building, expect fire alarms and sprinklers to go off. Do not use elevators.

If near slopes, cliffs, or mountains, be alert for falling rocks and landslides.



Expect aftershocks to follow the largest shock of an earthquake sequence.

Check yourself for injury.

If in a damaged building, go outside and quickly move away from the building.

Do not enter damaged buildings.

If you are trapped, send a text or bang on a pipe or wall. Cover your mouth for protection and instead of shouting, use a whistle.

If you are in an area that may experience tsunamis, go inland or to higher ground immediately after the shaking stops.

Save phone calls for emergencies.

Wear sturdy shoes and work gloves.

Take an Active Role in Your Safety

Go to **Ready.gov** and search for **earthquake**. Download the **FEMA app** to get more information about preparing for an **earthquake**.



APPENDIX G Bomb Threat

Department of Homeland Security

<https://www.cisa.gov/what-to-do-bomb-threat>

Bomb Threat Guidance

<https://www.cisa.gov/sites/default/files/publications/dhs-doj-bomb-threat-guidance-brochure-2016-508.pdf>

Bomb Threat Checklist

<https://www.cisa.gov/what-to-do-bomb-threat>

4893-0443-5773, v. 1

2023/2024 Track E Instructional Calendar

Month	Su	Mo	Tu	We	Th	Fr	Sa	Federal holidays / notes		
	25	26	27	28	29	30	1			
Jul 2023	2	3	4	5	6	7	8	LP 1 Track E July 3 - July 28 (19/19) // Start of Track E Semester 1 Independence Day		
	9	10	11	12	13	14	15			
	16	17	18	19	20	21	22			
	23	24	25	26	27	28	29			
	30	31	1	2	3	4	5	LP 2 Track E July 31 - August 25 (20/39)		
Aug	6	7	8	9	10	11	12			
	13	14	15	16	17	18	19			
	20	21	22	23	24	25	26			
	27	28	29	30	31	1	2	LP 3 Track E August 28 - September 22 (19/58)		
Sep	3	4	5	6	7	8	9	Labor Day		
	10	11	12	13	14	15	16			
	17	18	19	20	21	22	23			
	24	25	26	27	28	29	30	LP 4 Track E September 25 - October 20 (20/78)		
Oct	1	2	3	4	5	6	7			
	8	9	10	11	12	13	14	Columbus Day		
	15	16	17	18	19	20	21			
	22	23	24	25	26	27	28	LP 5 Track E October 23 - November 17 (19/97)		
	29	30	31	1	2	3	4			
Nov	5	6	7	8	9	10	11	Veterans Day (observed), Veterans Day		
	12	13	14	15	16	17	18	End of Track E Semester 1 November 17		
	19	20	21	22	23	24	25	Thanksgiving Break Thanksgiving Day		
	26	27	28	29	30	1	2	LP 6 Track November 27- December 15 (15/112) // Start of Track E Semester 2		
Dec	3	4	5	6	7	8	9		Melissa check P-1	
	10	11	12	13	14	15	16			
	17	18	19	20	21	22	23	Winter Break		
	24	25	26	27	28	29	30	Winter Break Christmas Day		
	31	1	2	3	4	5	6	LP 7 Track E January 2 - January 19 (13/125) // New Year's Day		
Jan 2024	7	8	9	10	11	12	13			
	14	15	16	17	18	19	20	Martin Luther King Day		
	21	22	23	24	25	26	27	LP 8 Track E January 22 - February 16 (20/145)		
	28	29	30	31	1	2	3			
Feb	4	5	6	7	8	9	10			
	11	12	13	14	15	16	17			
	18	19	20	21	22	23	24	LP 9 Track E February 20 - March 15 (19/164) // Presidents' Day		
Mar	25	26	27	28	29	1	2			
	3	4	5	6	7	8	9			
	10	11	12	13	14	15	16			
	17	18	19	20	21	22	23	LP 10 Track F March 18 - April 8 (11/175)		
	24	25	26	27	28	29	30			
	31	1	2	3	4	5	6	Spring Break // Easter		

Apr	7	8	9	10	11	12	13	End of Track E Semester 2	Melissa check P-2	
	14	15	16	17	18	19	20			
	21	22	23	24	25	26	27			
	28	29	30	1	2	3	4			
May	5	6	7	8	9	10	11			
	12	13	14	15	16	17	18			
	19	20	21	22	23	24	25			
	26	27	28	29	30	31	1	Memorial Day		
Jun	2	3	4	5	6	7	8			
	9	10	11	12	13	14	15			
	16	17	18	19	20	21	22	Juneteenth		
	23	24	25	26	27	28	29			
	30	1	2	3	4	5	6	Independence Day		
© Calendarpedia® www.calendarpedia.com								Data provided 'as is' without warranty		

2023/2024 Track F Instructional Calendar

Month	Su	Mo	Tu	We	Th	Fr	Sa	Federal holidays / notes		
	25	26	27	28	29	30	1			
Jul 2023	2	3	4	5	6	7	8	Independence Day		
	9	10	11	12	13	14	15			
	16	17	18	19	20	21	22			
	23	24	25	26	27	28	29			
	30	31	1	2	3	4	5			
Aug	6	7	8	9	10	11	12			
	13	14	15	16	17	18	19			
	20	21	22	23	24	25	26			
	27	28	29	30	31	1	2	LP 1 Track F August 28 - September 22 (19/19) // Start of Track F Semester 1		
Sep	3	4	5	6	7	8	9	Labor Day		
	10	11	12	13	14	15	16			
	17	18	19	20	21	22	23			
	24	25	26	27	28	29	30	LP 2 Track F September 25 - October 20 (20/39)		
Oct	1	2	3	4	5	6	7			
	8	9	10	11	12	13	14	Columbus Day		
	15	16	17	18	19	20	21			
	22	23	24	25	26	27	28	LP 3 Track F October 23 - November 17 (19/58)		
	29	30	31	1	2	3	4			
Nov	5	6	7	8	9	10	11	Veterans Day (observed), Veterans Day		
	12	13	14	15	16	17	18			
	19	20	21	22	23	24	25	Thanksgiving Break Thanksgiving Day		
	26	27	28	29	30	1	2	LP 4 Track F November 27 - December 15 (15/73)		
	3	4	5	6	7	8	9		Melissa check P-1	
Dec	10	11	12	13	14	15	16			
	17	18	19	20	21	22	23			
	24	25	26	27	28	29	30	Winter Break Christmas Day		
	31	1	2	3	4	5	6	LP 5 Track F January 2 - January 19 (13/86) New Year's Day		
	7	8	9	10	11	12	13			
Jan 2024	14	15	16	17	18	19	20	End of Track F Semester 1 - January 19 // Martin Luther King Day		
	21	22	23	24	25	26	27	LP 6 Track F January 22 - February 16 (20/106) // Start of Track F Semester 2 // Martin Luther King Day		
	28	29	30	31	1	2	3			
	4	5	6	7	8	9	10			
Feb	11	12	13	14	15	16	17			
	18	19	20	21	22	23	24	LP 7 Track F February 20 - March 15 (19/125) // Presidents' Day		
	25	26	27	28	29	1	2			
	3	4	5	6	7	8	9			
Mar	10	11	12	13	14	15	16			
	17	18	19	20	21	22	23	LP 8 Track F March 18 - April 12 (15/140)		
	24	25	26	27	28	29	30			
	31	1	2	3	4	5	6	Spring Break // Easter	Melissa check P-2	
	7	8	9	10	11	12	13			
Apr	14	15	16	17	18	19	20	LP 9 Track F April 15 - May 10 (20/160)		
	21	22	23	24	25	26	27			
	28	29	30	1	2	3	4			
	5	6	7	8	9	10	11			
May	12	13	14	15	16	17	18	LP 10 Track F May 13 - June 3 (15/175)		
	19	20	21	22	23	24	25			
	26	27	28	29	30	31	1	Memorial Day		
	2	3	4	5	6	7	8	End of Track F Semester 2 - June 3		
Jun	9	10	11	12	13	14	15			
	16	17	18	19	20	21	22	Juneteenth		
	23	24	25	26	27	28	29			
	30	1	2	3	4	5	6	Independence Day		

Coversheet

Approval of 2021-22 School Accountability Report Card (SARC)

Section: IX. Education/Student Services
Item: A. Approval of 2021-22 School Accountability Report Card
(SARC)
Purpose: Vote
Submitted by:
Related Material:
MYA Operations and Accountability
2022_School_Accountability_Report_Card_(SARC)_2023.01.20.pdf
MYA SARC - Board Meeting - Feb 2023.pdf

BACKGROUND:

The School Accountability Report Card (SARC) has been created to provide required information about Motivated Youth Academy to the community. The SARC also allows the community to compare schools regarding student achievement, environment, resources and demographics. Upon board approval, the SARC is posted on the website and shared with all stakeholders.

RECOMMENDATION:

It is recommended the Board approve the 2021-22 School Accountability Report Card as presented.

Motivated Youth Academy

2021-2022 School Accountability Report Card

(Published During the 2022-2023 School Year)



General Information about the School Accountability Report Card (SARC)

SARC Overview



By February 1 of each year, every school in California is required by state law to publish a School Accountability Report Card (SARC). The SARC contains information about the condition and performance of each California public school. Under the Local Control Funding Formula (LCFF) all local educational agencies (LEAs) are required to prepare a Local Control and Accountability Plan (LCAP), which describes how they intend to meet annual school-specific goals for all pupils, with specific activities to address state and local priorities. Additionally, data reported in an LCAP is to be consistent with data reported in the SARC.

For more information about SARC requirements and access to prior year reports, see the California Department of Education (CDE) SARC web page at <https://www.cde.ca.gov/ta/ac/sa/>

For more information about the LCFF or the LCAP, see the CDE LCFF web page at <https://www.cde.ca.gov/fg/aa/lc/>

For additional information about the school, parents/guardians and community members should contact the school principal or the district office.

DataQuest



DataQuest is an online data tool located on the CDE DataQuest web page at <https://dq.cde.ca.gov/dataquest/> that contains additional information about this school and comparisons of the school to the district and the county. Specifically, DataQuest is a dynamic system that provides reports for accountability (e.g., test data, enrollment, high school graduates, dropouts, course enrollments, staffing, and data regarding English learners).

California School Dashboard



The California School Dashboard (Dashboard) <https://www.caschooldashboard.org/> reflects California's new accountability and continuous improvement system and provides information about how LEAs and schools are meeting the needs of California's diverse student population. The Dashboard contains reports that display the performance of LEAs, schools, and student groups on a set of state and local measures to assist in identifying strengths, challenges, and areas in need of improvement.

Internet Access

Internet access is available at public libraries and other locations that are publicly accessible (e.g., the California State Library). Access to the Internet at libraries and public locations is generally provided on a first-come, first-served basis. Other use restrictions may include the hours of operation, the length of time that a workstation may be used (depending on availability), the types of software programs available on a workstation, and the ability to print documents.

2022-23 School Contact Information

School Name	Motivated Youth Academy
Street	500 La Terraza Blvd, Suite 150
City, State, Zip	Escondido, CA 92025
Phone Number	(619) 343-2048
Principal	William B. Dobson
Email Address	bdobson@myacademy.org
School Website	https://www.myacademy.org/
County-District-School (CDS) Code	37-68213-0129668

2022-23 District Contact Information

District Name	Motivated Youth Academy
Phone Number	(619) 343-2048
Superintendent	William B. Dobson
Email Address	bdobson@myacademy.org
District Website Address	https://www.myacademy.org/

2022-23 School Overview

Mission Statement

MY Academy believes in equity, inclusivity, academic excellence, hope, service, feedback, and gratitude. MYA's mission is to create an equitable and individualized learning environment that supports every student and strengthens relationships between all MY Academy Educational Partners.

Vision Statement

MYA's vision is to be able to pivot and adapt to meet student needs and interests as they evolve and emerge in the 21st century.

The Core Values at MY Academy are:

All Are Welcome.

Everyone has a seat at our school. You belong here. We want to learn from as many diverse backgrounds as possible. Come learn alongside us, and be a part of our school family.

We Celebrate The Small Things.

We love the journey. We honor all growth and development, big and small. We believe in academic excellence for all students, and the many paths that excellence can take. We commit to celebrating with you!

We Choose Hope.

We choose to believe the best in each student. Hope is a state of confident expectation. We want to come alongside each family and plan with them for what is to come.

We Are Servant Leaders.

We care about who you are and what you value. We are here for you. We commit to serving our students and our families.

Feedback Is Critical.

We want to hear your thoughts. We want to be better for you. In fact, we want to be the best for you. We believe that to be the best we need feedback and to hear the voices of our students, families, and the community.

2022-23 School Overview

We Pursue Gratitude.

We believe that if you look for reasons to be grateful you will find them. Finding gratefulness will lead to more JOY and student success. We commit to choosing gratitude daily. We are grateful you are here and grateful for the opportunity to partner in your educational journey.

About this School

2021-22 Student Enrollment by Grade Level

Grade Level	Number of Students
Grade 1	1
Grade 4	1
Grade 5	5
Grade 6	10
Grade 7	12
Grade 8	10
Grade 9	17
Grade 10	25
Grade 11	25
Grade 12	45
Total Enrollment	151

2021-22 Student Enrollment by Student Group

Student Group	Percent of Total Enrollment
Female	47.0
Male	52.3
American Indian or Alaska Native	7.9
Asian	0.7
Black or African American	2.0
Filipino	1.3
Hispanic or Latino	58.9
Native Hawaiian or Pacific Islander	0.0
Two or More Races	9.9
White	19.2
English Learners	11.9
Foster Youth	0.0
Homeless	2.6
Migrant	0.0
Socioeconomically Disadvantaged	71.5
Students with Disabilities	21.2

A. Conditions of Learning **State Priority: Basic**

The SARC provides the following information relevant to the State priority: Basic (Priority 1):

- Degree to which teachers are appropriately assigned and fully credentialed in the subject area and for the pupils they are teaching;
- Pupils have access to standards-aligned instructional materials; and
- School facilities are maintained in good repair

2020-21 Teacher Preparation and Placement

Authorization/Assignment	School Number	School Percent	District Number	District Percent	State Number	State Percent
Fully (Preliminary or Clear) Credentialed for Subject and Student Placement (properly assigned)	1.20	17.77	131.90	60.46	228366.10	83.12
Intern Credential Holders Properly Assigned	0.00	0.00	0.70	0.34	4205.90	1.53
Teachers Without Credentials and Misassignments ("ineffective" under ESSA)	0.00	0.00	11.50	5.27	11216.70	4.08
Credentialed Teachers Assigned Out-of-Field ("out-of-field" under ESSA)	5.70	82.09	54.10	24.82	12115.80	4.41
Unknown	0.00	0.00	19.80	9.10	18854.30	6.86
Total Teaching Positions	6.90	100.00	218.20	100.00	274759.10	100.00

2021-22 data was not included as part of the initial release of data on 1/13/23. The CDE has indicated that the data will be available after the 2/1/23 SARC deadline. The data will be populated when it is published by the CDE.

Note: The data in this table is based on Full Time Equivalent (FTE) status. One FTE equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time. Additionally, an assignment is defined as a position that an educator is assigned based on setting, subject, and grade level. An authorization is defined as the services that an educator is authorized to provide to students.

2021-22 Teacher Preparation and Placement

Authorization/Assignment	School Number	School Percent	District Number	District Percent	State Number	State Percent
Fully (Preliminary or Clear) Credentialed for Subject and Student Placement (properly assigned)						
Intern Credential Holders Properly Assigned						
Teachers Without Credentials and Misassignments ("ineffective" under ESSA)						
Credentialed Teachers Assigned Out-of-Field ("out-of-field" under ESSA)						
Unknown						
Total Teaching Positions						

2021-22 data was not included as part of the initial release of data on 1/13/23. The CDE has indicated that the data will be available after the 2/1/23 SARC deadline. The data will be populated when it is published by the CDE.

Note: The data in this table is based on Full-Time Equivalent (FTE) status. One FTE equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time. Additionally, an assignment is defined as a position that an educator is assigned based on setting, subject, and grade level. An authorization is defined as the services that an educator is authorized to provide to students.

Teachers Without Credentials and Misassignments (considered “ineffective” under ESSA)

Authorization/Assignment	2020-21	2021-22
Permits and Waivers	0.00	
Misassignments	0.00	
Vacant Positions	0.00	
Total Teachers Without Credentials and Misassignments	0.00	

2021-22 data was not included as part of the initial release of data on 1/13/23. The CDE has indicated that the data will be available after the 2/1/23 SARC deadline. The data will be populated when it is published by the CDE.

Credentialed Teachers Assigned Out-of-Field (considered “out-of-field” under ESSA)

Indicator	2020-21	2021-22
Credentialed Teachers Authorized on a Permit or Waiver	0.00	
Local Assignment Options	5.70	
Total Out-of-Field Teachers	5.70	

2021-22 data was not included as part of the initial release of data on 1/13/23. The CDE has indicated that the data will be available after the 2/1/23 SARC deadline. The data will be populated when it is published by the CDE.

2021-22 Class Assignments

Indicator	2020-21	2021-22
Misassignments for English Learners (a percentage of all the classes with English learners taught by teachers that are misassigned)	0.00	
No credential, permit or authorization to teach (a percentage of all the classes taught by teachers with no record of an authorization to teach)	0.00	

2021-22 data was not included as part of the initial release of data on 1/13/23. The CDE has indicated that the data will be available after the 2/1/23 SARC deadline. The data will be populated when it is published by the CDE.

Note: For more information refer to the Updated Teacher Equity Definitions web page at <https://www.cde.ca.gov/pd/ee/teacherequitydefinitions.asp>.

2022-23 Quality, Currency, Availability of Textbooks and Other Instructional Materials

Motivated Youth Academy is a Non-Classroom Based Charter School offering traditional Independent Study. MYA learning environment is an Enriched Virtual Model of Blended Learning in which students get the flexibility of virtual learning combined with personalized 1:1 support from a credentialed teacher. MYA utilizes a blend of online textbooks and teacher-created curricula to ensure students' individual needs are met.

The base curriculum at Motivated Youth Academy is provided through Edmentum Courseware for students in grades 6-12. Edmentum Courseware is A-G approved and aligned with Common Core Standards. Additional curriculum resources include Ed Options Academy, Exact Path, Thrively, and Pathful Connect. All curricula resources are board approved.

Year and month in which the data were collected

November 2022

Subject	Textbooks and Other Instructional Materials/year of Adoption	From Most Recent Adoption ?	Percent Students Lacking Own Assigned Copy
Reading/Language Arts	Edmentum Courseware, Ed Options Academy, Exact Path, Thrively, Pathful Connect	Yes	0%
Mathematics	Edmentum Courseware, Ed Options Academy, Exact Path, Thrively, Pathful Connect	Yes	0%
Science	Edmentum Courseware, Ed Options Academy, Exact Path, Thrively, Pathful Connect	Yes	0%
History-Social Science	Edmentum Courseware, Ed Options Academy, Exact Path, Thrively, Pathful Connect	Yes	0%
Foreign Language	Edmentum Courseware, Ed Options Academy, Exact Path, Thrively, Pathful Connect	Yes	0%
Health	Edmentum Courseware, Ed Options Academy, Exact Path, Thrively, Pathful Connect	Yes	0%
Visual and Performing Arts	Edmentum Courseware, Ed Options Academy, Exact Path, Thrively, Pathful Connect	Yes	0%
Science Laboratory Equipment (grades 9-12)	Edmentum Courseware, Ed Options Academy, Exact Path, Thrively, Pathful Connect	Yes	0%

School Facility Conditions and Planned Improvements

Motivated Youth Academy Charter School is a Non-Classroom Based Charter School. Therefore, the administrative office is the only facility. No student meetings occur at the schools administrative office.

Year and month of the most recent FIT report

N/A

System Inspected	Rate Good	Rate Fair	Rate Poor	Repair Needed and Action Taken or Planned
Systems: Gas Leaks, Mechanical/HVAC, Sewer				N/A
Interior: Interior Surfaces				N/A
Cleanliness: Overall Cleanliness, Pest/Vermin Infestation				N/A
Electrical				N/A
Restrooms/Fountains:				N/A

School Facility Conditions and Planned Improvements

Restrooms, Sinks/ Fountains				
Safety: Fire Safety, Hazardous Materials				N/A
Structural: Structural Damage, Roofs				N/A
External: Playground/School Grounds, Windows/ Doors/Gates/Fences				N/A

Overall Facility Rate

Exemplary	Good	Fair	Poor
-----------	------	------	------

B. Pupil Outcomes

State Priority: Pupil Achievement

The SARC provides the following information relevant to the State priority: Pupil Achievement (Priority 4):

Statewide Assessments

(i.e., California Assessment of Student Performance and Progress [CAASPP] System includes the Smarter Balanced Summative Assessments for students in the general education population and the California Alternate Assessments [CAAs] for English language arts/literacy [ELA] and mathematics given in grades three through eight and grade eleven. Only eligible students may participate in the administration of the CAAs. CAAs items are aligned with alternate achievement standards, which are linked with the Common Core State Standards [CCSS] for students with the most significant cognitive disabilities).

The CAASPP System encompasses the following assessments and student participation requirements:

1. **Smarter Balanced Summative Assessments and CAAs for ELA** in grades three through eight and grade eleven.
2. **Smarter Balanced Summative Assessments and CAAs for mathematics** in grades three through eight and grade eleven.
3. **California Science Test (CAST) and CAAs for Science** in grades five, eight, and once in high school (i.e., grade ten, eleven, or twelve).
4. **College and Career Ready**
The percentage of students who have successfully completed courses that satisfy the requirements for entrance to the University of California and the California State University, or career technical education sequences or programs of study.

SARC Reporting in the 2020-2021 School Year Only

Where the most viable option, LEAs were required to administer the statewide summative assessment in ELA and mathematics. Where a statewide summative assessment was not the most viable option for the LEA (or for one or more grade-level[s] within the LEA) due to the pandemic, LEAs were allowed to report results from a different assessment that met the criteria established by the State Board of Education (SBE) on March 16, 2021. The assessments were required to be:

- Aligned with CA CCSS for ELA and mathematics;
- Available to students in grades 3 through 8, and grade 11; and
- Uniformly administered across a grade, grade span, school, or district to all eligible students.

Options

Note that the CAAs could only be administered in-person following health and safety requirements. If it was not viable for the LEA to administer the CAAs in person with health and safety guidelines in place, the LEA was directed to not administer the tests. There were no other assessment options available for the CAAs. Schools administered the Smarter Balanced Summative Assessments for ELA and mathematics, other assessments that meet the SBE criteria, or a combination of both, and they could only choose one of the following:

- Smarter Balanced ELA and mathematics summative assessments;
- Other assessments meeting the SBE criteria; or
- Combination of Smarter Balanced ELA and mathematics summative assessments and other assessments.

The percentage of students who have successfully completed courses that satisfy the requirements for entrance to the University of California and the California State University, or career technical education sequences or programs of study.

Percentage of Students Meeting or Exceeding the State Standard on CAASPP

This table displays CAASPP test results in ELA and mathematics for all students grades three through eight and grade eleven taking and completing a state-administered assessment.

The 2020-21 data cells have N/A values because these data are not comparable to other year data due to the COVID-19 pandemic during the 2020-21 school year. Where the CAASPP assessments in ELA and/or mathematics is not the most viable option, the LEAs were allowed to administer local assessments. Therefore, the 2020-21 data between school years for the school, district, state are not an accurate comparison. As such, it is inappropriate to compare results of the 2020-21 school year to other school years.

Percentages are not calculated when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

ELA and mathematics test results include the Smarter Balanced Summative Assessment and the CAA. The “Percent Met or Exceeded” is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3-Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Subject	School 2020-21	School 2021-22	District 2020-21	District 2021-22	State 2020-21	State 2021-22
English Language Arts/Literacy (grades 3-8 and 11)	N/A	31	N/A	40	N/A	47
Mathematics (grades 3-8 and 11)	N/A	16	N/A	25	N/A	33

2021-22 CAASPP Test Results in ELA by Student Group

This table displays CAASPP test results in ELA by student group for students grades three through eight and grade eleven taking and completing a state-administered assessment.

ELA test results include the Smarter Balanced Summative Assessment and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3-Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Double dashes (--) appear in the table when the number of students is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

The number of students tested includes all students who participated in the test whether they received a score or not; however, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

CAASPP Student Groups	CAASPP Total Enrollment	CAASPP Number Tested	CAASPP Percent Tested	CAASPP Percent Not Tested	CAASPP Percent Met or Exceeded
All Students	121	91	75.21	24.79	30.77
Female	54	43	79.63	20.37	32.56
Male	67	48	71.64	28.36	29.17
American Indian or Alaska Native	--	--	--	--	--
Asian	--	--	--	--	--
Black or African American	--	--	--	--	--
Filipino	--	--	--	--	--
Hispanic or Latino	73	53	72.60	27.40	22.64
Native Hawaiian or Pacific Islander	0	0	0.00	0.00	0.00
Two or More Races	--	--	--	--	--
White	31	25	80.65	19.35	44.00
English Learners	--	--	--	--	--
Foster Youth	0	0	0.00	0.00	0.00
Homeless	14	7	50.00	50.00	--
Military	--	--	--	--	--
Socioeconomically Disadvantaged	88	63	71.59	28.41	28.57
Students Receiving Migrant Education Services	0	0	0.00	0.00	0.00
Students with Disabilities	20	15	75.00	25.00	6.67

2021-22 CAASPP Test Results in Math by Student Group

This table displays CAASPP test results in Math by student group for students grades three through eight and grade eleven taking and completing a state-administered assessment.

Mathematics test results include the Smarter Balanced Summative Assessment and the CAA. The “Percent Met or Exceeded” is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3-Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Double dashes (--) appear in the table when the number of students is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

The number of students tested includes all students who participated in the test whether they received a score or not; however, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

CAASPP Student Groups	CAASPP Total Enrollment	CAASPP Number Tested	CAASPP Percent Tested	CAASPP Percent Not Tested	CAASPP Percent Met or Exceeded
All Students	121	91	75.21	24.79	16.48
Female	54	43	79.63	20.37	18.60
Male	67	48	71.64	28.36	14.58
American Indian or Alaska Native	--	--	--	--	--
Asian	--	--	--	--	--
Black or African American	--	--	--	--	--
Filipino	--	--	--	--	--
Hispanic or Latino	73	54	73.97	26.03	11.11
Native Hawaiian or Pacific Islander	0	0	0.00	0.00	0.00
Two or More Races	--	--	--	--	--
White	31	24	77.42	22.58	20.83
English Learners	--	--	--	--	--
Foster Youth	0	0	0.00	0.00	0.00
Homeless	14	8	57.14	42.86	--
Military	--	--	--	--	--
Socioeconomically Disadvantaged	87	63	72.41	27.59	12.70
Students Receiving Migrant Education Services	0	0	0.00	0.00	0.00
Students with Disabilities	20	15	75.00	25.00	6.67

CAASPP Test Results in Science for All Students

This table displays the percentage of all students grades five, eight, and High School meeting or exceeding the State Standard.

For any 2020–21 data cells with N/T values indicate that this school did not test students using the CAASPP for Science.

Subject	School 2020-21	School 2021-22	District 2020-21	District 2021-22	State 2020-21	State 2021-22
Science (grades 5, 8 and high school)	NT	20.48	14.43	16.48	28.5	29.47

2021-22 CAASPP Test Results in Science by Student Group

This table displays CAASPP test results in Science by student group for students grades five, eight, and High School. Double dashes (--) appear in the table when the number of students is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Student Group	Total Enrollment	Number Tested	Percent Tested	Percent Not Tested	Percent Met or Exceeded
All Students	119	83	69.75	30.25	20.48
Female	56	38	67.86	32.14	13.16
Male	63	45	71.43	28.57	26.67
American Indian or Alaska Native	--	--	--	--	--
Asian	--	--	--	--	--
Black or African American	--	--	--	--	--
Filipino	--	--	--	--	--
Hispanic or Latino	61	43	70.49	29.51	11.63
Native Hawaiian or Pacific Islander	0	0	0	0	0
Two or More Races	--	--	--	--	--
White	34	24	70.59	29.41	29.17
English Learners	--	--	--	--	--
Foster Youth	0	0	0	0	0
Homeless	16	8	50	50	--
Military	--	--	--	--	--
Socioeconomically Disadvantaged	84	55	65.48	34.52	20
Students Receiving Migrant Education Services	0	0	0	0	0
Students with Disabilities	17	13	76.47	23.53	0

2021-22 Career Technical Education Programs

Career Technical Education opportunities are available to prepare students for the 21st-century workforce and global competencies; and, opportunities for high school/young adults to connect with community resources and agencies. Courses are delivered using Edmentum Courseware, Thrively, and Pathful Connect curricula.

Motivated Youth Academy Charter School offers introductory and accelerator courses. Capstone courses are available through dual enrollment at community colleges.

2021-22 Career Technical Education (CTE) Participation

Measure	CTE Program Participation
Number of Pupils Participating in CTE	
Percent of Pupils that Complete a CTE Program and Earn a High School Diploma	
Percent of CTE Courses that are Sequenced or Articulated Between the School and Institutions of Postsecondary Education	

Course Enrollment/Completion

This table displays the course enrollment/completion of University of California (UC) and/or California State University (CSU) admission requirements.

UC/CSU Course Measure	Percent
2021-22 Pupils Enrolled in Courses Required for UC/CSU Admission	19.64
2020-21 Graduates Who Completed All Courses Required for UC/CSU Admission	3.23

B. Pupil Outcomes

State Priority: Other Pupil Outcomes

The SARC provides the following information relevant to the State priority: Other Pupil Outcomes (Priority 8): Pupil outcomes in the subject area of physical education.

2021-22 California Physical Fitness Test Results

This table displays the percentage of students participating in each of the five fitness components of the California Physical Fitness Test Results. Due to changes to the 2021-22 PFT administration, only participation results are required for these five fitness areas. Percentages are not calculated and double dashes (--) appear in the table when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Grade Level	Component 1: Aerobic Capacity	Component 2: Abdominal Strength and Endurance	Component 3: Trunk Extensor and Strength and Flexibility	Component 4: Upper Body Strength and Endurance	Component 5: Flexibility
Grade 5	53.85%	53.85%	46.15%	53.85%	46.15%
Grade 7	36.00%	56.00%	44.00%	48.00%	44.00%
Grade 9	27.27%	21.82%	18.18%	20.00%	18.18%

C. Engagement**State Priority: Parental Involvement**

The SARC provides the following information relevant to the State priority: Parental Involvement (Priority 3): Efforts the school district makes to seek parent input in making decisions regarding the school district and at each school site.

2022-23 Opportunities for Parental Involvement

Motivated Youth Academy encourages all parents to participate actively in their child's education. MYA provides multiple community input opportunities through surveys, Board of Directors meetings, School Site Council (SSC) meetings, Educational Partner Advisory Committee (EPAC) meetings, and weekly teacher/parent meetings. These meetings occur virtually and in person at various locations throughout San Diego, Riverside, Orange, and Imperial counties. Parents and educational partners help with tutoring or providing in-person support in the Education Center at the Campo Kumeyaay Nation. For more information on becoming involved at the school, please email info@myacademy.org or call (619) 343-2048.

LCAP Input Survey: 11/28/22 - 12/12/22

Staff Meeting SPSA input: 11/02/22

Educational Partner Advisory Committee (EPAC) SPSA input: 12/01/22

SSC input, review, and approval of SPSA: 11/17/22

School Board Meeting to review and approve SPSA: 12/08/22

WASC Mid-Cycle Review work during Staff, SSC and EPAC meetings: Monthly

Weekly Teacher/Student/Parent meetings August 2022 - May 2023

Governing Board Meeting for SARC approval: 1/12/23

C. Engagement**State Priority: Pupil Engagement**

The SARC provides the following information relevant to the State priority: Pupil Engagement (Priority 5):

- High school dropout rates;
- High school graduation rates; and
- Chronic Absenteeism

Dropout Rate and Graduation Rate (Four-Year Cohort Rate)

Indicator	School 2019-20	School 2020-21	School 2021-22	District 2019-20	District 2020-21	District 2021-22	State 2019-20	State 2020-21	State 2021-22
Dropout Rate		17.1	42.2		16.5	17.8		8.9	7.8
Graduation Rate		40	39.1		68	76.7		84.2	87

2021-22 Graduation Rate by Student Group (Four-Year Cohort Rate)

This table displays the 2021-22 graduation rate by student group. For information on the Four-Year Adjusted Cohort Graduation Rate (ACGR), visit the CDE Adjusted Cohort Graduation Rate web page at www.cde.ca.gov/ds/ad/acgrinfo.asp.

Student Group	Number of Students in Cohort	Number of Cohort Graduates	Cohort Graduation Rate
All Students	64	25	39.1
Female	30	10	33.3
Male	33	14	42.4
American Indian or Alaska Native	--	--	--
Asian	0	0	0.0
Black or African American	--	--	--
Filipino	0	0	0.0
Hispanic or Latino	29	10	34.5
Native Hawaiian or Pacific Islander	0	0	0.0
Two or More Races	--	--	--
White	17	8	47.1
English Learners	--	--	--
Foster Youth	0	0	0.0
Homeless	--	--	--
Socioeconomically Disadvantaged	51	19	37.3
Students Receiving Migrant Education Services	0	0	0.0
Students with Disabilities	11	0	0.0

2021-22 Chronic Absenteeism by Student Group

Student Group	Cumulative Enrollment	Chronic Absenteeism Eligible Enrollment	Chronic Absenteeism Count	Chronic Absenteeism Rate
All Students	309	292	54	18.5
Female	147	141	29	20.6
Male	161	150	25	16.7
American Indian or Alaska Native	20	20	4	20.0
Asian	1	1	0	0.0
Black or African American	9	9	2	22.2
Filipino	5	5	1	20.0
Hispanic or Latino	168	156	28	17.9
Native Hawaiian or Pacific Islander	1	1	0	0.0
Two or More Races	25	24	6	25.0
White	80	76	13	17.1
English Learners	32	30	9	30.0
Foster Youth	1	1	0	0.0
Homeless	28	28	9	32.1
Socioeconomically Disadvantaged	225	213	43	20.2
Students Receiving Migrant Education Services	0	0	0	0.0
Students with Disabilities	64	59	12	20.3

C. Engagement

State Priority: School Climate

The SARC provides the following information relevant to the State priority: School Climate (Priority 6):

- Pupil suspension rates;
- Pupil expulsion rates; and
- Other local measures on the sense of safety

Suspensions and Expulsions

This table displays suspensions and expulsions data collected between July through February, partial school year due to the COVID-19 pandemic. The 2019-20 suspensions and expulsions rate data are not comparable to other year data because the 2019-20 school year is a partial school year due to the COVID-19 crisis. As such, it would be inappropriate to make any comparisons in rates of suspensions and expulsions in the 2019-20 school year compared to other school years.

Subject	School 2019-20	District 2019-20	State 2019-20
Suspensions	0.00	0.43	2.45
Expulsions	0.00	0.00	0.05

This table displays suspensions and expulsions data collected between July through June, each full school year respectively. Data collected during the 2020-21 school year may not be comparable to earlier years of this collection due to differences in learning mode instruction in response to the COVID-19 pandemic.

Subject	School 2020-21	School 2021-22	District 2020-21	District 2021-22	State 2020-21	State 2021-22
Suspensions	0.00	0.00	0.13	1.37	0.20	3.17
Expulsions	0.00	0.00	0.00	0.00	0.00	0.07

2021-22 Suspensions and Expulsions by Student Group

Student Group	Suspensions Rate	Expulsions Rate
All Students	0.00	0.00
Female	0.00	0.00
Male	0.00	0.00
American Indian or Alaska Native	0.00	0.00
Asian	0.00	0.00
Black or African American	0.00	0.00
Filipino	0.00	0.00
Hispanic or Latino	0.00	0.00
Native Hawaiian or Pacific Islander	0.00	0.00
Two or More Races	0.00	0.00
White	0.00	0.00
English Learners	0.00	0.00
Foster Youth	0.00	0.00
Homeless	0.00	0.00
Socioeconomically Disadvantaged	0.00	0.00
Students Receiving Migrant Education Services	0.00	0.00
Students with Disabilities	0.00	0.00

2022-23 School Safety Plan

The purpose of the CSSP is to provide specific guidelines and procedures:

For all school personnel to use in responding to emergency situations and to ensure that school personnel will be prepared to respond to any disaster or emergency in an orderly and effective manner.

For developing supplementary plans.

For emergency response training for all employees and students.

For the equipment and supplies to have available prior to a disaster as applicable.

MYA is a Non-Classroom Based Independent Study program. MYA does not own or lease facilities. Organized school activities occur at mutually agreed upon public locations. In the event that students are in the care of MYA staff in an official school activity during any disaster (including earthquakes, fire, natural disaster, harmful threat, etc.), school personnel will follow the established safety protocol and procedures of the facility in use.

If an MYA staff member becomes involved in an emergency, after ensuring their own safety and the safety of others, including MYA students in their charge, the MYA staff member will contact the Interim Director, or their designee to inform them of the situation. This information should include the following:

The name(s) of MYA staff involved

The name(s) of MYA students involved

The location of the incident

The agency and name of the person in charge

Provide a brief description of the event.

*All MYA staff will be trained annually on disaster procedures.

The MYA disaster plan has been prepared in compliance with California Administrative Code Title 5, Education Code Section 32282 and the California Government Code 8607 California Standardized Emergency Management System (SEMS). Section 8607 of the California Government Code requires that state and local governments including special districts (i.e., schools) be prepared to respond to emergencies using the SEMS. SEMS must also be used for school planning and training.

Reviewed

MYA Staff September 8, 2022

SSC September 15, 2022

D. Other SARC Information Information Required in the SARC

The information in this section is required to be in the SARC but is not included in the state priorities for LCFF.

2019-20 Elementary Average Class Size and Class Size Distribution

This table displays the 2019-20 average class size and class size distribution. The columns titled "Number of Classes" indicates how many classes fall into each size category (a range of total students per class). The "Other" category is for multi-grade level classes.

Grade Level	Average Class Size	Number of Classes with 1-20 Students	Number of Classes with 21-32 Students	Number of Classes with 33+ Students
K				
1				
2				
3				
4				
5				
6	1	15		

2020-21 Elementary Average Class Size and Class Size Distribution

This table displays the 2020-21 average class size and class size distribution. The columns titled "Number of Classes" indicates how many classes fall into each size category (a range of total students per class). The "Other" category is for multi-grade level classes.

Grade Level	Average Class Size	Number of Classes with 1-20 Students	Number of Classes with 21-32 Students	Number of Classes with 33+ Students
K	2	5		
1	3	5		
2	1	5		
3	3	5		
4				
5	4	5		
6	2	22		

2021-22 Elementary Average Class Size and Class Size Distribution

This table displays the 2021-22 average class size and class size distribution. The columns titled "Number of Classes" indicates how many classes fall into each size category (a range of total students per class). The "Other" category is for multi-grade level classes.

Grade Level	Average Class Size	Number of Classes with 1-20 Students	Number of Classes with 21-32 Students	Number of Classes with 33+ Students
K				
1	1	5		
2				
3				
4	1	5		
5	2	16		
6	2	30		

2019-20 Secondary Average Class Size and Class Size Distribution

This table displays the 2019-20 average class size and class size distribution. The columns titled "Number of Classes" indicates how many classes fall into each size category (a range of total students per classroom). At the secondary school level, this information is reported by subject area rather than grade level.

Subject	Average Class Size	Number of Classes with 1-22 Students	Number of Classes with 23-32 Students	Number of Classes with 33+ Students
English Language Arts	2	55		
Mathematics	2	38		
Science	2	36		
Social Science	2	49		

2020-21 Secondary Average Class Size and Class Size Distribution

This table displays the 2020-21 average class size and class size distribution. The columns titled "Number of Classes" indicates how many classes fall into each size category (a range of total students per classroom). At the secondary school level, this information is reported by subject area rather than grade level.

Subject	Average Class Size	Number of Classes with 1-22 Students	Number of Classes with 23-32 Students	Number of Classes with 33+ Students
English Language Arts	2	64		
Mathematics	1	55		
Science	2	38		
Social Science	1	82		

2021-22 Secondary Average Class Size and Class Size Distribution

This table displays the 2021-22 average class size and class size distribution. The columns titled "Number of Classes" indicates how many classes fall into each size category (a range of total students per classroom). At the secondary school level, this information is reported by subject area rather than grade level.

Subject	Average Class Size	Number of Classes with 1-22 Students	Number of Classes with 23-32 Students	Number of Classes with 33+ Students
English Language Arts	2	74		
Mathematics	2	51		
Science	2	46		
Social Science	2	64		

2021-22 Ratio of Pupils to Academic Counselor

This table displays the ratio of pupils to Academic Counselor. One full time equivalent (FTE) equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time.

Title	Ratio
Pupils to Academic Counselor	302

2021-22 Student Support Services Staff

This table displays the number of FTE support staff assigned to this school. One full time equivalent (FTE) equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time.

Title	Number of FTE Assigned to School
Counselor (Academic, Social/Behavioral or Career Development)	0.5
Library Media Teacher (Librarian)	
Library Media Services Staff (Paraprofessional)	
Psychologist	1.0
Social Worker	
Speech/Language/Hearing Specialist	
Resource Specialist (non-teaching)	
Other	2.8

2020-21 Expenditures Per Pupil and School Site Teacher Salaries

This table displays the 2020-21 expenditures per pupil and average teacher salary for this school. Cells with N/A values do not require data.

Level	Total Expenditures Per Pupil	Expenditures Per Pupil (Restricted)	Expenditures Per Pupil (Unrestricted)	Average Teacher Salary
School Site	\$20,937	\$7,388	\$13,548	\$55,006
District	N/A	N/A	\$	\$61,021
Percent Difference - School Site and District	N/A	N/A		-10.4
State	N/A	N/A	\$6,594	\$79,175
Percent Difference - School Site and State	N/A	N/A	69.0	-36.0

2021-22 Types of Services Funded

The school counselor was one of the architects of MYA's efforts to improve the monitoring of at-risk students so early warning indicators would be identified. The process developed was comprehensive and included assigning an administrative professional whose duties included the maintenance of student records, grades, and transfer information and a school counselor to provide an ongoing review of this information and share it with MYA staff supporting individual student success. This process led to a recommendation to purchase Thrively, a strengths-based learning platform that helps develop a thriving student. Thrively has enabled MYA Teachers and Staff to guide students as they embark on a strengths-based journey that develops the whole child. The learner-centered platform offers personalized learning through an interdisciplinary approach that bridges the learning gap, develops student agency, and enables learners to acquire 21st-Century skills for success.

The impact of assigning the school counselor to monitor students was significant. Analyzing student data, identifying students who were struggling in courses, missing school, and exhibiting signs of becoming disengaged allowed the MYA staff to collaborate in creating individualized interventions which resulted in students getting back on track. All student records are reviewed by MY Academy's school counselor. The counselor communicates with students and families and, as applicable, SAI providers, case managers, Teachers of Record, and administration to ensure that support was provided and interventions were put into place.

The expanded role of a full-time school counselor reinforced MY Academy as a critical hub for connecting students and families with their community. Food resources, housing, health services, social-emotional services, and employment services were among the many wrap-around community resources the MY Academy staff, including the Assistant Director, School Counselor and teachers, connected students and families with.

The school counselor began to develop a comprehensive College and Career readiness program including increasing CTE opportunities and connecting students to community resources and agencies. A process for student postgraduate success is being built into each student's personalized Motivated Youth Personal Learning Adventure Now (MY PLAN). Each individual MY PLAN included additional data to ensure all students, including the unduplicated, were progressing toward and on track to graduate. The impact of assigning the school counselor to monitor students was significant. Analyzing student data, identifying students who were struggling in courses, missing school, and exhibiting signs of falling off track, allowed the MYA staff to collaborate in creating individualized interventions which resulted in students getting back on track.

2020-21 Teacher and Administrative Salaries

This table displays the 2020-21 Teacher and Administrative salaries. For detailed information on salaries, see the CDE Certification Salaries & Benefits web page at <http://www.cde.ca.gov/ds/fd/cs/>.

Category	District Amount	State Average for Districts in Same Category
Beginning Teacher Salary	\$45,555	\$48,503
Mid-Range Teacher Salary	\$58,168	\$74,912
Highest Teacher Salary	\$89,579	\$100,321
Average Principal Salary (Elementary)	\$114,690	\$122,160
Average Principal Salary (Middle)	\$120,034	\$127,632
Average Principal Salary (High)	\$130,942	\$137,578
Superintendent Salary	\$160,000	\$198,665
Percent of Budget for Teacher Salaries	29%	31%
Percent of Budget for Administrative Salaries	6%	6%

2021-22 Advanced Placement (AP) Courses

This table displays the percent of student in AP courses at this school.

Percent of Students in AP Courses	0.9
--	-----

This table displays the number of AP courses offered at this school where there are student course enrollments of at least one student.

Subject	Number of AP Courses Offered
Computer Science	0
English	1
Fine and Performing Arts	0
Foreign Language	0
Mathematics	0
Science	0
Social Science	1
Total AP Courses Offered Where there are student course enrollments of at least one student.	2

Professional Development

Teachers are provided with Professional Development growth opportunities throughout the school year. During MYA's annual school year Kickoff Week, all staff participates in twenty hours of professional development. In addition, one hour of professional development is provided at each of the ten monthly staff meetings. Professional Development ensures that all staff are current with research-based best practices and kept up to date on district, county, state, and federal requirements.

Annual virtual trainings required of all employees include Mandated Reporter: Child Abuse and Neglect, Youth Suicide: Awareness, Prevention and Postvention, Bullying Recognition & Prevention Training, Sexual Harassment Prevention, Active Shooter, Bloodborne Pathogen Exposure Prevention, and Medication Administration: Epinephrine Auto-Injectors.

During Kickoff Week, one-hour trainings cover MYA's School Safety Plan, Self Care, Organizing the School Year, MYA's Mission, Vision and Core Values, Edmentum Courseware, Exact Path Assessments, Pathful Curriculum, Thrively Curriculum, Technology Integration, Special Education Best Practices, Equitable Education, WASC Process, Unaccompanied, Homeless and Foster Youth, and Key Elements of A Successful In-Person Student Meeting.

Throughout the school year Professional Development is delivered for one hour at monthly Learning Period meetings. Topics focus on contemporary Social- Emotional-related fields including Re-entry, Human Trafficking, Internet Crimes Against Children, Fentanyl Awareness, Immigration and Refugee Issues, Domestic Violence Awareness, and Racial Understanding.

Additional Professional Development is provided in each of MYA's ten Learning Period Assessment and Accountability meetings and ten bi-weekly core subject area instructional workshops for teachers, case managers, and instructional aides to ensure assessment and accountability are embedded into MYA's work.

This table displays the number of school days dedicated to staff development and continuous improvement.

Subject	2020-21	2021-22	2022-23
Number of school days dedicated to Staff Development and Continuous Improvement	20	20	20

Motivated Youth Academy School Accountability Report Card

January 2023

What is the School Accountability Report Card?

The purpose of the School Accountability Report Card (SARC) is to provide our educational partners with important information about our school. A SARC can be an effective way for a school to report on its progress in achieving goals. The public may also use a SARC to evaluate and compare schools on a variety of indicators.

Overview of the information available to our educational partners in the School Accountability Report Card

- School Description
- Student Enrollment
- Conditions of Learning: Teacher Assignments, Textbooks, Facility Conditions
- Pupil Outcomes: CAASPP
- Pupil Outcomes: CTE and UC/CSU Courses
- Pupil Outcomes: PFT
- Engagement: School Climate & Safety Plan
- Engagement: Parental Involvement
- Engagement: Dropout & Graduation Rates
- Engagement: Chronic Absenteeism
- Other: Class Size for Elementary Schools
- Other: Class Size for Secondary Schools
- Other: Support Staff
- Other: Funding
- Other: Professional Development

The SARC must be published and submitted no later than February 1, 2023

The School Accountability Report Card is required to be submitted to the CDE no later than February 1 of each year, and is considered current through January 31 the following year.

From the CDE:

Please note that the 2021–22 school year data for Tables 6 and 7-Teacher Preparation and Placement, Table 8-Teachers Without Credentials and Misassignments, Table 9-Credentialed Teachers Assigned Out-of-Field, and Table 10-Class Assignments are not available at this time. We anticipate that the 2021–22 school year data for Tables 6, 7, 8, 9 and 10 will be available after the February 1 posting due date and will not be editable.

We encourage all schools/LEAs to post their Board approved 2021–22 SARCs by February 1 without the aforementioned data tables. **A second Board review/approval** of the 2021–22 Teacher data once populated **is not required**.

Please note that the February 1 deadline for posting the SARC is required by California law, and unfortunately, no extensions are allowed.

MYA has reviewed the template and has made updates to information as required; and, we are currently waiting for the remaining fields to be auto populated by the state.

Coversheet

Approval of Provisional Internship Permit - Certificated Staff

Section: X. Personnel Services
Item: A. Approval of Provisional Internship Permit - Certificated Staff
Purpose: Vote
Submitted by: Bill Dobson

BACKGROUND:

MYA has experienced difficulty hiring fully credentialed teachers with the skills necessary to be successful at the Campo Kumeyaay Education Complex located in Campo, CA. Its remote location has presented challenges in recruitment and hiring that are critical to meeting student needs.

Issuing a Provisional Internship Permit allows an employing agency to fill an immediate staffing need by hiring an individual who has not yet met the subject matter competence requirement needed to enter an intern program.

Jolene White currently holds a classified position as an Instructional Assistant with MYA. Ms. White holds a Bachelor's degree and meets Commission on Teacher Credentialing (CTC's) basic skills requirements. She has the required nine-semester units in mathematics and will soon be enrolled in a credential program through George Washington University working towards her single-subject credential in Math. If approved, she would be provided direct oversight by the Assistant Director and another Teacher of Record.

RECOMMENDATION:

It is recommended the Board approve a Provisional Internship Permit and compensation for current employee Jolene White, and direct staff to complete the application process through the Commission on Teacher Credentialing. It is further recommended the Board approve an MOU with George Washington University to provide the teacher intern program for Ms. White

Fiscal Impact: Salary placement \$27.30/hour

Estimated Fiscal Impact: 111 days; \$24,242.40 plus benefits

The proposed rate for Certificated Intern is based on a compensation study for like assignments in San Diego County and internal alignment.

Coversheet

Approval of Amended Conflict of Interest Code (COI)

Section: XI. Policy Development
Item: A. Approval of Amended Conflict of Interest Code (COI)
Purpose: Vote
Submitted by:
Related Material:
MOTIVATED YOUTH ACADEMY COI Code_1.23.23_Final.pdf
MOTIVATED YOUTH ACADEMY COI Code_1.23.23_Red Line.pdf

BACKGROUND:

The Amended Conflict of Interest Code reflects the addition/deletion of title positions that have been added or abolished that no longer make or participate in making governmental decisions. The following positions have been added and deleted to the Designated Positions:

Addition: Director (Interim)

Deleted: Chairman of the Board

The Chief Executive Officer is authorized and directed to notify the Corporation's code-reviewing body of the amendment to the code and to execute any required declaration regarding the same.

RECOMMENDATION:

It is recommended the Board approve the amended Conflict of Interest Code as presented.

MOTIVATED YOUTH ACADEMY

CONFLICT OF INTEREST CODE

(Amended: January 23, 2023)

I. ADOPTION

In compliance with the Political Reform Act of 1974, California Government Code Section 87100, et seq., the Motivated Youth Academy hereby adopts this Conflict of Interest Code (“Code”), which shall apply to all governing board members and all other designated employees of Motivated Youth Academy (“MYA” or the “Charter School”), as specifically required by California Government Code Section 87300.

II. DEFINITION OF TERMS

As applicable to a California public charter school, the definitions contained in the Political Reform Act of 1974, the regulations of the Fair Political Practices Commission, specifically California Code of Regulations Section 18730, and any amendments or modifications to the Act and regulations are incorporated by reference to this Code.

III. DESIGNATED EMPLOYEES

Employees of the Charter School, including governing board members, who hold positions that involve the making or participation in the making, of decisions that may foreseeably have a material effect on any financial interest, shall be “designated employees.” The designated positions are listed in “Exhibit A” attached to this policy and incorporated by reference herein.

IV. STATEMENT OF ECONOMIC INTERESTS: FILING

Each designated employee, including governing board members, shall file a Statement of Economic Interest (“Statement”) at the time and manner prescribed by California Code of Regulations, title 2, section 18730, disclosing reportable investments, interests in real property, business positions, and income required to be reported under the category or categories to which the employee’s position is assigned in “Exhibit A.”

An investment, interest in real property or income shall be reportable, if the business entity in which the investment is held, the interest in real property, the business position, or source of income may foreseeably be affected materially by a decision made or participated in by the designated employee by virtue of his or her position. The specific disclosure responsibilities assigned to each position are set forth in “Exhibit B.”

Statements Filed With the Charter School. All Statements shall be supplied by the Charter School. All Statements shall be filed with the Charter School. The Charter School’s filing official shall make and retain a copy of the Statement and forward the original to the County Board of Supervisors.

V. DISQUALIFICATION

No designated employee shall make, participate in making, or try to use his/her official position to influence any Charter School decision which he/she knows or has reason to know will have a reasonably foreseeable material financial effect, distinguishable from its effect on the public generally, on the official or a member of his or her immediate family.

VI. MANNER OF DISQUALIFICATION

A. Non-Governing Board Member Designated Employees

When a non-Governing Board member designated employee determines that he/she should not make a decision because of a disqualifying interest, he/she should submit a written disclosure of the disqualifying interest to his/her immediate supervisor. The supervisor shall immediately reassign the matter to another employee and shall forward the disclosure notice to the Chief Executive Officer, who shall record the employee's disqualification. In the case of a designated employee who is head of an agency, this determination and disclosure shall be made in writing to his/her appointing authority.

B. Governing Board Member Designated Employees

The Corporation shall not enter into a contract or transaction in which a director directly or indirectly has a material financial interest (nor shall the Corporation enter into any contract or transaction with any other corporation, firm, association, or other entity in which one or more of the Corporation's directors are directors and have a material financial interest).

EXHIBIT A**Designated Positions**

<u>Designated Position</u>	<u>Assigned Disclosure Category</u>
Members of the Governing Board	1, 2
Chief Executive Officer	1, 2
Chief Financial Officer	1, 2
Secretary	1, 2
Executive Director	3
Director (Interim)	3
Consultants/New Positions	*

*Consultants/New Positions shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitation:

The Chief Executive Officer may determine in writing that a particular consultant or new position, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant’s or new position’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Chief Executive Officer determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code (Government Code § 81008).

EXHIBIT B

Disclosure Categories

Category 1

Designated positions assigned to this category must report:

- a) Interests in real property that are located in whole or in part within a two-mile radius:
 - of any school district that has authorized a MYA charter school, or
 - of any facility utilized by MYA charter schools, or
 - of a proposed site for a MYA facility.
- b) Investments and business positions in business entities, and sources of income (including gifts, loans, and travel payments) of the type that engage in the purchase or sale of real property or are engaged in building construction or design.

Category 2

Designated positions assigned to this category must report:

- a. Investments and business positions in business entities and sources of income (including receipt of gifts, loans, and travel payments) that are contractors engaged in the performance of work or services, or sources that manufacture, sell, repair, rent or distribute school supplies, books, materials, school furnishings or equipment of the type to be utilized by MYA.

Category 3

Designated positions assigned to this category must report:

- a. Investments and business positions in business entities and sources of income (including receipt of gifts, loans, and travel payments) that are contractors engaged in the performance of work or services, or sources that manufacture, sell, repair, rent or distribute school supplies, books, materials, school furnishings or equipment of the type to be utilized by the designated position's department.

~~COUNTY COLLABORATIVE CHARTER SCHOOL~~ MOTIVATED YOUTH ACADEMYCONFLICT OF INTEREST CODE(Amended: January 23, 2023 ~~Adopted: June 11, 2020~~)**I. ADOPTION**

In compliance with the Political Reform Act of 1974, California Government Code Section 87100, et seq., the ~~County Collaborative Charter School~~ Motivated Youth Academy hereby adopts this Conflict of Interest Code (“Code”), which shall apply to all governing board members and all other designated employees of ~~County Collaborative Charter School~~ Motivated Youth Academy (“~~CCCS~~MYA” or the “Charter School”), as specifically required by California Government Code Section 87300.

II. DEFINITION OF TERMS

As applicable to a California public charter school, the definitions contained in the Political Reform Act of 1974, the regulations of the Fair Political Practices Commission, specifically California Code of Regulations Section 18730, and any amendments or modifications to the Act and regulations are incorporated by reference to this Code.

III. DESIGNATED EMPLOYEES

Employees of the Charter School, including governing board members, who hold positions that involve the making or participation in the making, of decisions that may foreseeably have a material effect on any financial interest, shall be “designated employees.” The designated positions are listed in “Exhibit A” attached to this policy and incorporated by reference herein.

IV. STATEMENT OF ECONOMIC INTERESTS: FILING

Each designated employee, including governing board members, shall file a Statement of Economic Interest (“Statement”) at the time and manner prescribed by California Code of Regulations, title 2, section 18730, disclosing reportable investments, interests in real property, business positions, and income required to be reported under the category or categories to which the employee’s position is assigned in “Exhibit A.”

An investment, interest in real property or income shall be reportable, if the business entity in which the investment is held, the interest in real property, the business position, or source of income may foreseeably be affected materially by a decision made or participated in by the designated employee by virtue of his or her position. The specific disclosure responsibilities assigned to each position are set forth in “Exhibit B.”

Statements Filed With the Charter School. All Statements shall be supplied by the Charter School. All Statements shall be filed with the Charter School. The Charter School’s filing official shall make and retain a copy of the Statement and forward the original to the County Board of Supervisors.

V. DISQUALIFICATION

No designated employee shall make, participate in making, or try to use his/her official position to influence any Charter School decision which he/she knows or has reason to know will have a reasonably foreseeable material financial effect, distinguishable from its effect on the public generally, on the official or a member of his or her immediate family.

VI. MANNER OF DISQUALIFICATION

A. Non-Governing Board Member Designated Employees

When a non-Governing Board member designated employee determines that he/she should not make a decision because of a disqualifying interest, he/she should submit a written disclosure of the disqualifying interest to his/her immediate supervisor. The supervisor shall immediately reassign the matter to another employee and shall forward the disclosure notice to the Chief Executive Officer, who shall record the employee's disqualification. In the case of a designated employee who is head of an agency, this determination and disclosure shall be made in writing to his/her appointing authority.

B. Governing Board Member Designated Employees

The Corporation shall not enter into a contract or transaction in which a director directly or indirectly has a material financial interest (nor shall the Corporation enter into any contract or transaction with any other corporation, firm, association, or other entity in which one or more of the Corporation's directors are directors and have a material financial interest).

EXHIBIT A**Designated Positions**

<u>Designated Position</u>	<u>Assigned Disclosure Category</u>
Members of the Governing Board	1, 2
Chairman of the Board	1, 2
Chief Executive Officer	1, 2
Chief Financial Officer	1, 2
Secretary	1, 2
Executive Director (s)	3
Director (Interim)	3
Consultants/New Positions	*

*Consultants/New Positions shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitation:

The Chief Executive Officer may determine in writing that a particular consultant or new position, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant’s or new position’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Chief Executive Officer determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code (Government Code § 81008).

EXHIBIT B**Disclosure Categories****Category 1**

Designated positions assigned to this category must report:

- a) Interests in real property that are located in whole or in part within a two-mile radius:
 - of any school district that has authorized a ~~CCCS~~MYA charter school, or
 - of any facility utilized by ~~CCCS~~MYA charter schools, or
 - of a proposed site for a ~~CCCS~~MYA facility.
- b) Investments and business positions in business entities, and sources of income (including gifts, loans, and travel payments) of the type that engage in the purchase or sale of real property or are engaged in building construction or design.

Category 2

Designated positions assigned to this category must report:

- a. Investments and business positions in business entities and sources of income (including receipt of gifts, loans, and travel payments) that are contractors engaged in the performance of work or services, or sources that manufacture, sell, repair, rent or distribute school supplies, books, materials, school furnishings or equipment of the type to be utilized by ~~CCCS~~MYA.

Category 3

Designated positions assigned to this category must report:

- a. Investments and business positions in business entities and sources of income (including receipt of gifts, loans, and travel payments) that are contractors engaged in the performance of work or services, or sources that manufacture, sell, repair, rent or distribute school supplies, books, materials, school furnishings or equipment of the type to be utilized by the designated position's department.