



MY Academy

Regular Meeting of the Board of Directors

Published on March 6, 2026 at 4:29 PM PST

Date and Time

Thursday March 12, 2026 at 9:00 AM PDT

Location

Regus - Gateway Chula Vista
333 H Street, Suite 5000
Chula Vista, CA 91910

Join by telephone or via the Zoom conferencing link below:

Join Zoom Meeting

<https://us06web.zoom.us/j/6224484724>

Dial by your location

+16694449171,,6224484724# US

+12532158782,,6224484724# US (Tacoma)

Meeting ID: 622 448 4724

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			9:00 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			9:02 AM
A. Led by Board President or designee		Board President	1 m
III. Land Acknowledgment			9:03 AM
A. Land Acknowledgment read by Bill Dobson, Interim Director			1 m
IV. Approve/Adopt Agenda			9:04 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 March 12, 2026.			

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

V. Approve Minutes 9:05 AM

A.	Approve Minutes	Approve Minutes	Board President	1 m
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It is recommended that the Board approve the Minutes of the Regular Meeting of the Board of Directors that was held on February 12, 2026.

Roll Call Vote:
 William Hall
 Michael Humphrey
 Steve Fraire
 Peter Matz
 Larry Alvarado
 Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

Approve minutes for Regular Meeting of the Board of Directors on February 12, 2026

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 9:06 AM

A.	School Highlights from February 2026, Presented by Bill Dobson, Interim Director	FYI	Bill Dobson	2 m
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	Purpose	Presenter	Time
VIII. Board Governance			9:08 AM
A. Reappointment of Member to Board of Directors: Steve Fraire	Vote	Board President	2 m
<p>It is recommended the Board approve the reappointment of Steve Fraire for a three-year term. The Fourth Amended Bylaws of Motivated Youth Academy state in Article VI Board of Directors:</p> <p>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.</p> <p>Roll Call Vote: William Hall Michael Humphrey Steve Fraire Peter Matz Larry Alvarado Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____</p>			
IX. Consent			9:10 AM
<p>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.</p>			
A. Consent - Business/Financial Services	Vote	Board President	1 m
<p>1. Approval of Check Register - February 2026 2. Approval of Mobile Device Management System</p>			
B. Consent - Education/Student Services	Vote	Board President	1 m
<p>1. Approval of the 2026-2027 School Year Academic Learning Calendar (Revised) 2. Approval of the Renaissance Subscription (Renewal)</p>			
C. Consent - Personnel Services	Vote	Board President	1 m

	Purpose	Presenter	Time
1. Approval of Classified Personnel Report 2. Approval of Certificated Personnel Report			
D. Consent - Policy Development	Vote	Board President	1 m
1. Approval of existing board policies revised, reviewed, and eliminated by staff.			

Board Policies Revised:

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

3000 Series - Business/Non-Instructional

- 3100 MYA - Vendor Code of Conduct
- 3105 MYA - Vendor Risk Management Policy
- 3115 MYA - General Terms and Conditions of the Purchase Order
- 3130 MYA - Record Retention and Disposal Policy

Board Policies Reviewed:

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

3000 Series - Business/Non-Instructional

- 3000 MYA Fiscal Policy - Overview
- 3015 MYA Fiscal Policy - Accounts Receivable
- 3020 MYA Fiscal Policy - Expenses
- 3025 MYA Fiscal Policy - Finance and Assets
- 3120 MYA Name and Logo Use Policy

Consent items listed under A through D 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 _____

	Purpose	Presenter	Time	
X. Business/Financial Services			9:14 AM	
A.	Approval of Second Interim Financial Report	Vote	Roger Castillo	5 m
	It is recommended the Board approve the Second Interim Financial Report for the 2025-2026 school year 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 _____			
B.	Approval of CliftonLarsonAllen LLP (CLA) Annual Audit Engagement Services and Tax Entity Compliance Statement of Work	Vote	Bill Dobson	1 m
	It is recommended the Board approve the annual Audit Engagement Services and Tax Entity Compliance Statement of Work between CliftonLarsonAllen (CLA) and Motivated Youth Academy (#1628) for the year ending June 30, 2026.			
	Fiscal Impact: \$27,750.00			
	Roll Call Vote:			
	William Hall			
	Michael Humphrey			
	Steve Fraire			
	Peter Matz			
	Larry Alvarado			
	Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____			
C.	Approval of Federal Tax Form 990 Return (Draft) and California Tax Form 199 Return (Draft) - Year Ended June 30, 2025	Vote	Bill Dobson	1 m

Purpose	Presenter	Time
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It is recommended the Board approve the Federal Tax Form 990 Return (Draft) and California Tax Form 199 Return (Draft) - Year Ended June 30, 2025, as prepared by CliftonLarsonAllen (CLA) 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 _____

XI.	Education/Student Services		9:21 AM
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|-----------|---|------|-------------|-----|
| A. | Approval of Memorandum of Understanding (MOU) with Metro Community Ministries Inc. (MCMI) | Vote | Bill Dobson | 1 m |
|-----------|---|------|-------------|-----|

It is recommended the Board approve the Memorandum of Understanding (MOU) between Metro Community Ministries Inc. (MCMI) and 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 _____

XII.	Personnel Services		9:22 AM
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- | | | | | |
|-----------|--|------|-----------|-----|
| A. | Approval of Declarations of Need (DON) for Fully Qualified Educators | Vote | Gigi Lenz | 1 m |
|-----------|--|------|-----------|-----|

It is recommended the Board approve the Declarations of Need (DON) for the 2026-2027 school year, as presented for Motivated Youth Academy (#1628).

	Purpose	Presenter	Time
Fiscal Impact: None.			
Roll Call Vote:			
William Hall			
Michael Humphrey			
Steve Fraire			
Peter Matz			
Larry Alvarado			
Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____			

- B.** Approval of the Certificated Salary Schedule (Revised) Vote Gigi Lenz 2 m

It is recommended the Board approve the Certificated Salary Schedule (Revised) 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 _____

XIII. Policy Development 9:25 AM

- A.** Approval of Revision of 3005 MYA Purchasing Fiscal Policy Vote Bill Dobson 1 m

It is recommended the Board approve the revision of the 3005 Purchasing Fiscal Policy. The policy will allow the Board to address any related complaints or issues that may be raised in the school/work environment for Motivated Youth Academy (#1628).

3000 Series - Business/Non-Instructional
 3005-MYA Purchasing Fiscal Policy

Fiscal Impact: None.

Roll Call Vote:

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

XIV. Calendar

The next scheduled Study Session for the Board of Directors will be held on April 9, 2026.

XV. Comments

9:26 AM

A. Board Comments	Discuss	Board President	5 m
B. Interim Director and CEO Comments	Discuss	Bill Dobson	1 m

XVI. Closing Items

9:32 AM

A. Adjourn Meeting	Vote	Board President	1 m
Roll Call Vote:			
William Hall			
Michael Humphrey			
Steve Fraire			
Peter Matz			
Larry Alvarado			
Moved by _____	Seconded by _____	Ayes _____	Nays _____ Absent _____

FOR MORE INFORMATION

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

Coversheet

Led by Board President or designee

Section: II. Pledge of Allegiance
Item: A. Led by Board President or designee
Purpose:
Submitted by:
Related Material: Flag slide.pdf



Coversheet

Land Acknowledgment read by Bill Dobson, Interim Director

Section: III. Land Acknowledgment
Item: A. Land Acknowledgment read by Bill Dobson, Interim Director
Purpose:
Submitted by:
Related Material: Land Acknowledgment 3.jpg

Land Acknowledgment

It is important that we demonstrate respect for the historic and contemporary presence of Indigenous peoples in California and particularly the San Diego area. It is important for us to recognize that our school resides on what are historically the traditional homelands of Indigenous peoples who were dispossessed of their homelands.

We are grateful and appreciative to the Indigenous peoples, the traditional caretakers of the land, for the use of their lands on which we work, study, and learn. In this spirit, we would like to acknowledge and pay our respects to the Luiseño, Cahuilla, Cupeño, Kumeyaay, Northern Diegueño tribes and all the American Indian and Indigenous peoples and communities who have been and continue to be part of these homelands in California.



Coversheet

Approve Minutes

Section: V. Approve Minutes

Item: A. Approve Minutes

Purpose: Approve Minutes

Submitted by:

Related Material:

Minutes for Regular Meeting of the Board of Directors on February 12, 2026

APPROVED



MY Academy

Minutes

Regular Meeting of the Board of Directors

Date and Time

Thursday February 12, 2026 at 9:00 AM

Location

Regus - Gateway Chula Vista
333 H Street, Suite 5000
Chula Vista, CA 91910

Join by telephone or via the Zoom conferencing link below:

Join Zoom Meeting

<https://us06web.zoom.us/j/6224484724>

Dial by your location

+16694449171,,6224484724# US

+12532158782,,6224484724# US (Tacoma)

Meeting ID: 622 448 4724

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Directors Present

L. Alvarado, M. Humphrey (remote), P. Matz, S. Fraire, W. Hall

Directors Absent

None

Guests Present

Abigail Ganje (remote), B. Dobson, G. Lenz (remote), M. Jones, M. Lato, R. Castillo (remote), T. DeJesus (remote), T. Tautou, Tova Hensley (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 Feb 12, 2026 at 9:01 AM.

B. Record Attendance

C. Approval for Remote Participation of Board Member Mike Humphrey under SB 707

L. Alvarado made a motion to Approve remote participation of a board member due to emergency circumstances.

S. Fraire seconded the motion.

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

Roll Call

L. Alvarado Aye

S. Fraire Aye

W. Hall Aye

P. Matz Aye

M. Humphrey Aye

II. Approve/Adopt Agenda

A. Approve Agenda

S. Fraire made a motion to Approve Agenda.

P. Matz seconded the motion.

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

Roll Call

W. Hall Aye

L. Alvarado Aye

S. Fraire Aye

M. Humphrey Aye

P. Matz Aye

III. Approve Minutes

A. Approve Minutes

S. Fraire made a motion to approve the minutes from Regular Meeting of the Board of Directors on 01-08-26.

L. Alvarado seconded the motion.

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

Roll Call

P. Matz Aye

S. Fraire Aye

W. Hall Aye

M. Humphrey Aye

L. Alvarado Aye

IV. Consent

A. Consent - Business/Financial Services

B. Consent - Education/Student Services

C. Consent - Personnel Services

D. Consent - Policy Development

M. Humphrey made a motion to Approve Consent items A through D in one motion.

S. Fraire seconded the motion.

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

Roll Call

W. Hall Aye

L. Alvarado Aye

P. Matz Aye

S. Fraire Aye

Roll Call

M. Humphrey Aye

V. Business/Financial Services

A. Approval of the Lease Agreement for Regus Premier Offices

S. Fraire made a motion to Approve of the Lease Agreement for Regus Premier Offices.

P. Matz seconded the motion.

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

Roll Call

P. Matz Aye

W. Hall Aye

S. Fraire Aye

M. Humphrey Aye

L. Alvarado Aye

B. Approval of Acacia HR Solutions Contract - MYA Fractional Support (Renewal)

S. Fraire made a motion to Approve of Acacia HR Solutions Contract - MYA Fractional Support (Renewal).

P. Matz seconded the motion.

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

Roll Call

S. Fraire Aye

M. Humphrey Aye

L. Alvarado Aye

P. Matz Aye

W. Hall Aye

VI. Education/Student Services

A. Approval of School Pathways Service Agreement for 2026-2027 (Renewal)

L. Alvarado made a motion to Approve of School Pathways Service Agreement for 2026-2027 (Renewal).

M. Humphrey seconded the motion.

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

Roll Call

P. Matz Aye

W. Hall Aye

S. Fraire Aye

M. Humphrey Aye

L. Alvarado Aye

B.

Approval of Professional Development Proposal by Dr. Jamila Dugan

P. Matz made a motion to Approve of Professional Development Proposal by Dr. Jamila Dugan.

L. Alvarado seconded the motion.

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

Roll Call

W. Hall Aye
S. Fraire Aye
P. Matz Aye
L. Alvarado Aye
M. Humphrey Aye

C. Memorandum of Understanding (MOU) with Southern Indian Health Council

S. Fraire made a motion to Approve the Memorandum of Understanding (MOU) with Southern Indian Health Council.

L. Alvarado seconded the motion.

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

Roll Call

L. Alvarado Aye
S. Fraire Aye
P. Matz Aye
W. Hall Aye
M. Humphrey Aye

VII. Personnel Services

A. Approval of the Comprehensive School Safety Plan (CSSP) (Revised)

P. Matz made a motion to Approve of the Comprehensive School Safety Plan (CSSP) (Revised).

S. Fraire seconded the motion.

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

Roll Call

W. Hall Aye
M. Humphrey Aye
P. Matz Aye
L. Alvarado Aye
S. Fraire Aye

VIII. Policy Development

A. Approval of New Policy

M. Humphrey made a motion to Approve of New Policy.

L. Alvarado seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

P. Matz Aye
L. Alvarado Aye
W. Hall Aye
M. Humphrey Aye
S. Fraire Aye

IX. Personnel Services

A. Approval of 2026 IRS Mileage Reimbursement Rate

S. Fraire made a motion to Approve of 2026 IRS Mileage Reimbursement Rate.
L. Alvarado seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

S. Fraire Aye
M. Humphrey Aye
P. Matz Aye
L. Alvarado Aye
W. Hall Aye

X. Board Governance

A. 2026-2027 Board Meeting Calendar and Schedule

M. Humphrey made a motion to Approve the 2026-2027 Board Meeting Calendar and Schedule.
S. Fraire seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

P. Matz Aye
L. Alvarado Aye
M. Humphrey Aye
W. Hall Aye
S. Fraire Aye

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 10:16 AM.

Respectfully Submitted,

G. Lenz

S. Fraire made a motion to Adjourn Meeting.

L. Alvarado seconded the motion.

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

Roll Call

L. Alvarado Aye

M. Humphrey Aye

W. Hall Aye

S. Fraire Aye

P. Matz Aye

FOR MORE INFORMATION

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

Coversheet

School Highlights from February 2026, Presented by Bill Dobson, Interim Director

Section: VII. Correspondence/Proposals/Reports
Item: A. School Highlights from February 2026, Presented by Bill Dobson,
Interim Director
Purpose: FYI
Submitted by:
Related Material: School Highlights - Feb 2026 (with project links) - 2026.03.06.pdf



MOTIVATED YOUTH

ACADEMY

Enrollment

School Highlights | March 2026

2025-2026 Enrollment (as of 02/28/2026)

Total Enrolled - 366

Track E

July 1, 2025 - February 28, 2026

- 20 Enrolled
 - 2 - Imperial County
 - 0 - Orange County
 - 3 - Riverside County
 - 15 - San Diego County

Track F

August 25, 2025 - February 28, 2026

- 264 Enrolled
 - 17 - Imperial County
 - 11 - Orange County
 - 35 - Riverside County
 - 201 - San Diego County

Track G

September 23, 2025 - February 28, 2026

- 82 Enrolled
 - 5 - Imperial County
 - 3 - Orange County
 - 15 - Riverside County
 - 59 - San Diego County



Important Dates

- Board of Directors Study Session: Thursday, April 09, 2026, from 9:00 – 10:00 am



The Motivated Youth Academy (MY Academy) (MYA) School Highlights are aligned with the ACS WASC/CDE School Criteria. This will guide MYA as the school continues to:

- Develop the engagement of Educational Partners in Continuous School Improvement
- Monitor progress on the implementation of the Schoolwide Action Plan
- Review the action plan frequently during the school year
- Celebrate all that has been accomplished

Organization for Student Learning: Vision, Leadership, Resources and Professional Learning



MY Academy Staff Participated In:



Acacia HR Solutions

- Acacia Insider: Client Connect – What Smart Small Employers Are Doing About Skills in 2026 (Virtual)

California Charter Schools Association (CCSA)

- Capitol Update: Budget Briefing (Virtual)
- First Fridays with Myrna (Virtual)

California Department of Education (CDE)

- Advisory Commission on Charter Schools (ACCS) (Virtual)
- California AI Guidance: Guidance for the Safe and Effective Use of Artificial Intelligence in California Public Schools (Virtual)
- DASS Flexibilities and Resources Meeting (Virtual)
- ESSA CSI LEA Application for Funding Webinar (Virtual)

Charter Authorizer Support Initiative

- Charter Chats (Virtual)

Charter Schools Development Center (CSDC)

- A Charter School Advocate's Playbook: Frameworks for Success (Virtual)
- Advocacy Affinity Group (Virtual)

CBO Training January–May 2026

- DASS Workgroup (Virtual)
- Dashboard Alter DASS Advocacy Group (Virtual)
- Leadership Intensive Mentor Group (Virtual)
- Personalized Learning School Leaders Collaboration Meeting (Virtual)
- 2026 Budget, Policy, and Leadership Update (Virtual)

CliftonLarsonAllen (CLA)

- Understanding CCPA Updates and Cybersecurity Requirements in California (Virtual)

Indian Education Alliance

- Quarterly Meeting (In Person)

Kiwanis

- Kiwanis Meeting at Bonita Vista Library Community Room (In Person)

Making Time to Lead

- InSideOut Leadership (Virtual)

San Diego County Office of Education (SDCOE)

- Community of Alternative Education Leaders (CAEL) (In Person)
- Dashboard and Beyond Workshop (Virtual)
- Differentiated Assistance Kickoff (Virtual)
- Differentiated Assistance Orientation (Virtual)
- Gathering of Alternative Education Leaders Across San Diego and San Bernardino Counties (Virtual)
- State and Federal Monitoring Professional Learning Network (Virtual)

Sonoma County SELPA

- Charter Learning Session (Virtual)

Young Minney & Corr (YMC)

- Navigating the Storm: Strategies to Reduce Risk and Manage Crises (Virtual)

Professional Learning and Capacity Building

// Shared by Assistant Director, Mrs. Lato:

MY Academy recently completed its accreditation visit with the Western Association of Schools and Colleges (WASC). The process included a comprehensive self-study conducted by staff across the organization, examining programs, student outcomes, and opportunities for continued growth. AI tools were used to help gather and analyze large sets of data, allowing teams to focus on deeper reflection and continuous improvement.

Findings were compiled into a detailed report and shared with a visiting committee. The committee conducted a virtual visit to verify and confirm the evidence and practices described in the self-study. Feedback from the visiting team was very positive and affirmed the impact of the work happening across the school community, as noted in the attached LinkedIn post by the Visiting Committee Chair.

The WASC commission will review the report and visiting committee recommendations, with a final accreditation decision expected in April.

Wendy Parcel • 1st
Vice President, Private, Religious, and Affiliations
1mo • 🌐

So blessed that I was able to chair this visit. MY is doing great things for their students.

WASC
3,397 followers
1mo • 🌐 [+ Follow](#)

This week, WASC is conducting visits with seven pilot schools participating in the WASC Reimagined accreditation ...more

Instead of feeling like the coyote waiting for the anvil to drop, the team said they felt like the Road Runner—moving forward and asking, "Where do we go next?"

Powered by BoardTrack

Curriculum, Teaching and Learning, and Assessment



// Shared by Learning Facilitator, Mrs. Shuster:

I designed the art project to help students apply the creative process in a meaningful and structured way. In this assignment, students were asked to brainstorm three sketch ideas, choose one to develop further, and complete a detailed project plan page before creating their final design.

Natalia selected her idea titled “Be Kind, Gang.” Her message was “Be kind like Dino the dinosaur.” She created her final design using her iPad and a digital brush tool that gives a graffiti-style effect. She also outlined her materials, timeline (one work session), and cleanup considerations in her proposal sheet.

This project reflects rigorous and relevant curriculum because students were required to think intentionally about their message, audience, and artistic choices. They practiced planning before creating, which strengthens both organization and creative thinking skills. The focus on kindness also connects the art assignment to real-world values and social-emotional learning. The task aligns with the Creating and Presenting strand of the Visual Arts curriculum, as students move through brainstorming, refining, and producing a final piece that communicates a clear idea.

Overall, Natalia’s project demonstrates how structured planning, creativity, and meaningful themes can come together to support student learning in a thoughtful and engaging way. We both agreed her idea would be a wonderful children’s book. Click below to view more.



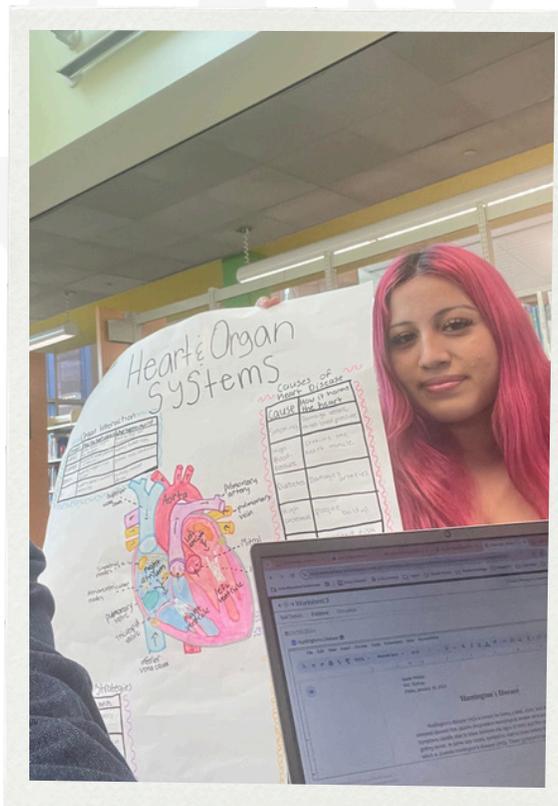
Rigorous and Relevant Curriculum



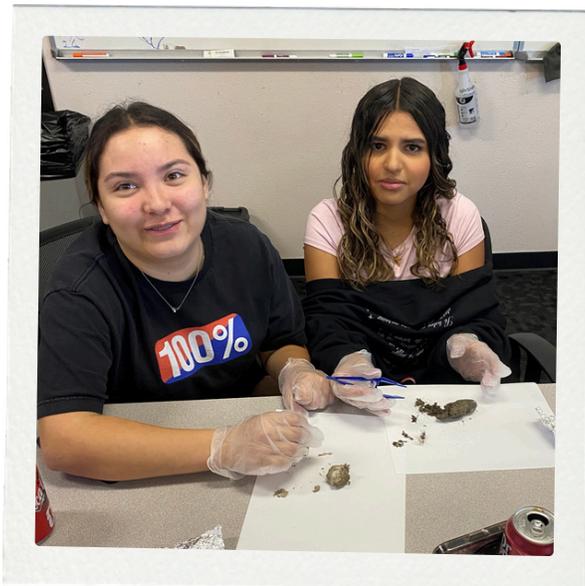
Shared by Learning Facilitator, Mrs. Sullivan:

In February, Isabel chose to focus deeply on the human heart and Huntington's Disease as part of her Project-Based Learning experience. She conducted extensive research, watched medical videos documenting the progression of the disease, and explored current treatment options. While she learned there is no cure yet, she identified several promising new medical advancements.

Because of our Project-Based Learning model, Isabel was able to select topics meaningful to her, dive deeply into complex content, and present her learning in ways that connected to her own life. Her work reflects current research in education that emphasizes depth of knowledge over breadth, encouraging mastery of fewer, more complex concepts through interdisciplinary, real-world problem solving.

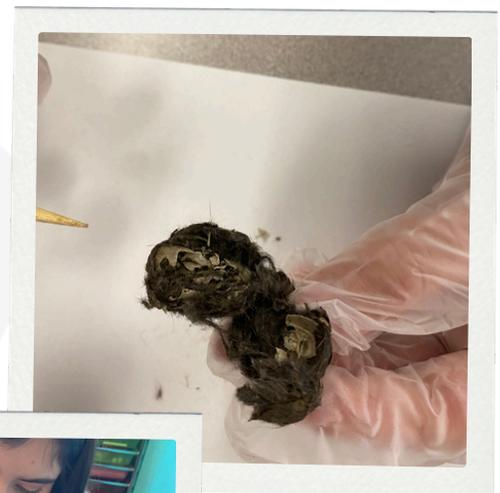
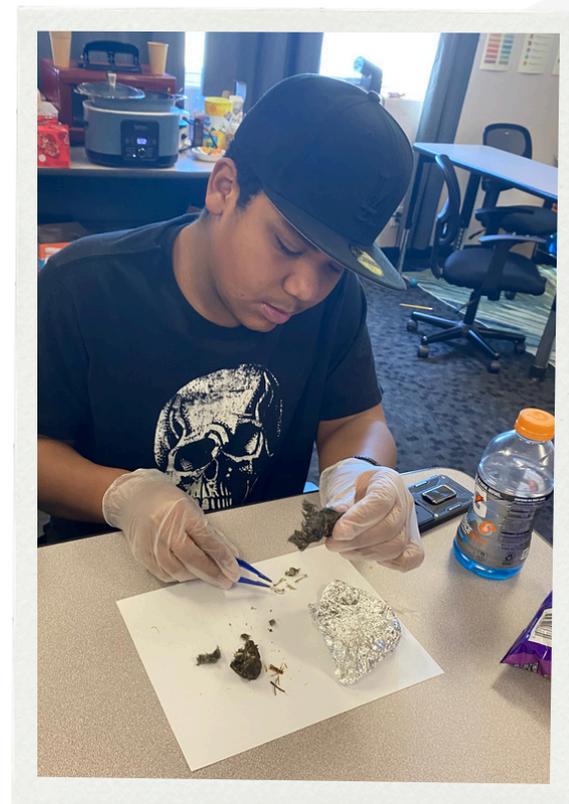


Rigorous and Relevant Curriculum



Shared by Learning Facilitator, Mr. Collins:

Students experimented with dissecting Owl pellets to learn what barn owls eat and why they regurgitate food they can not digest.



Rigorous and Relevant Curriculum



Shared by Learning Facilitator, Mrs. Ganje:

The student completed Rigorous and Relevant Curriculum with this PBL slideshow. The project was challenging, thought-provoking, and relevant (connected to real-world applications and student interests). Details of project overview below.

Driving Question for the project:

How has advancing technology transformed animation—from early hand-drawn methods to modern CGI—and what historical, economic, governmental, and narrative factors contributed to this evolution?

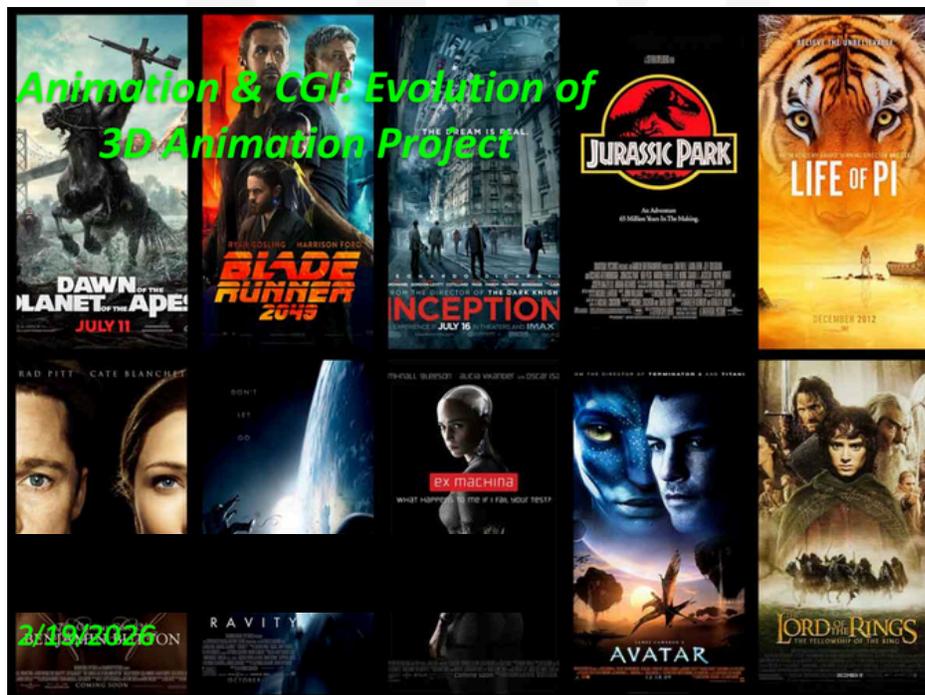
🎯 Competencies (Deeper Competency-Based Learning — #2 & #3)

Competency #2 — Transfer & Application

Students apply skills and knowledge from multiple disciplines to interpret how technological change shapes global storytelling.

Competency #3 — Creation of Real-World Products

Students produce an authentic, multimedia presentation using Google Slides that reflects real-world analytical, historical, civic, and economic perspectives.



Effective Instruction and Student Engagement

MY Academy Staff Participated In:

EdSource

- Degrees of Value: How Changing Attitudes Toward College Challenge Higher Education in California (Virtual)

San Diego County Office of Education (SDCOE)

- LCAP – The Power of Alignment: From Planning to Student Success Conference (In Person)



Shared by Learning Support Specialist, Mrs. Chomicz:

Natalia’s artwork is essential to her whole being. When she verbally describes her creations, the listener is drawn into how she weaves her interpretations of people in her life and her own experiences into her art. The viewer is then immersed in the art and her tale. As we discussed her pieces, we found how geometric transformations play an integral role in her work. She compiled some of her work into the slideshow and explained the geometric transformations that she uses in the drawing process. When she did not find a sketch that demonstrated geometric reflection the way she wanted, she decided to rise early and begin another drawing that would illustrate the math. Natalia’s enthusiasm demonstrates the importance of listening to our students and inviting them to investigate and demonstrate their learning within the framework of what they love to do. While the slideshow is impressive, a next step could be for another student to interview Natalia as she shows her slideshow and verbally describes the inspiration for her work. They are truly stories worth listening to. Click below to view the slideshow.



Hi I'm Natalia and I love to do digital art! In these slides you going to see hours of drawings used to explain transformations that I learned in my Geometry class.

I use my iPad because I don't have to go out and buy materials. It is easy to select different tools. Coloring is so fun because you can mess up and then just undo. I like the process.

This drawing only has 1 degree of rotation (360 degrees), though!



Assessment and Continuous Improvement



MY Academy Staff Participated In:

Charter Authorizer Support Initiative (CASI)

- Charter Chats 2026 (Virtual)

Charter Impact / My Academy

- Fall 2 Kick-Off Meeting (Virtual)

PARSEC Education

- Dashboard Revision Meeting (Virtual)

San Diego County Office of Education (SDCOE)

- Differentiated Assistance Kickoff Meeting (Virtual)
- LCAP Midyear Update and LREBG Implementation Office Hour (Virtual)

Sonoma County Charter SELPA

- Alternative Pathway to a Diploma Community of Practice (CoP) (Virtual)



School Culture and Student Support

MY Academy Staff Participated In:

Access, Inc.

- Youth Drop-In Center Grand Opening (In Person)

County of San Diego

- Human Trafficking Advisory Council Meeting (In Person)

Office of Youth and Community Restoration (OYCR)

- Youth Justice Action Webinar (Virtual)

Prosecutors Alliance

- Prosecutors Alliance Third Thursday Trainings (Virtual)

San Diego County Sheriff's Department

- RESPECT Project Cohort Graduation (In Person)

San Diego County Office of Education (SDCOE)

- Virtual Gathering of Alternative Education Leaders Across San Diego and San Bernardino Counties (Virtual)

San Diego Workforce Partnership (SDWP)

- Board of Directors Quarterly Meeting (In Person)
- Metro Career Center Meet and Greet (In Person)
- Possibility Project Meeting (In Person)
- Request for Proposals (RFP) for Youth Workforce Development (Virtual)
- Youth Employment Opportunity Program (YEOP)

SchoolHouse Connection

- Unlocking Title I Dollars: A Guide for Supporting Students Experiencing Homelessness (Virtual)

South Metro Career Center

- Possibility Project Implementation Meeting (In Person)

academy



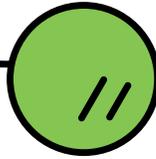
Inclusive School Culture

Shared by Marketing Assistant, Mrs. Phillips:

I had the opportunity to attend a couple Spring Meet-Ups this past week and was grateful for the time spent connecting with Learning Facilitators, students, and Educational Partners. These gatherings provide a meaningful opportunity to check in, strengthen relationships, and see how everyone is progressing. They also offer valuable moments to capture authentic content that can be used to create engaging video reels highlighting our school community and supporting enrollment efforts. Click below to watch the video.



Inclusive School Culture



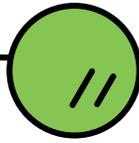
Shared by Director, Mr. Dobson:

On March 4, 2026, Learning Facilitator Susan Clark and Community Programs Assistant Viviana Bravo hosted a meet-up that embraced MYA's 2025-2026 theme to Connect. Create. Commit. A multigenerational group of students, siblings, parents, aunts, and grandparents met at Pizza Hut in El Centro for a few hours of conversation and connection, creating new friendships and committing to further their learning.

In this first ever in-person meet-up hosted by MYA in the Imperial Valley, five continuing students and one new student gathered - with the extended MYA community, offering a strong example of how relationships are built on mutual trust, open communication, and shared responsibility. Students left with an MYA T-shirt from Viviana and an instructional gift bag from Susan, along with excitement for what comes next in each of their personalized learning journeys.

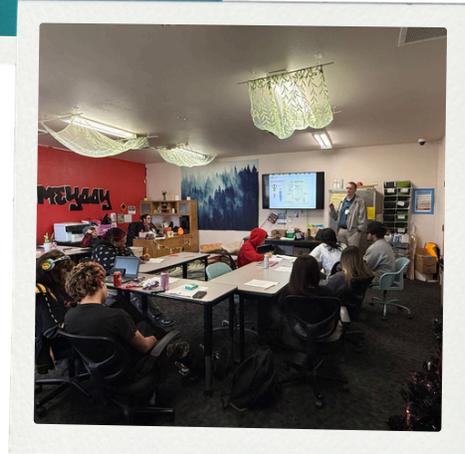
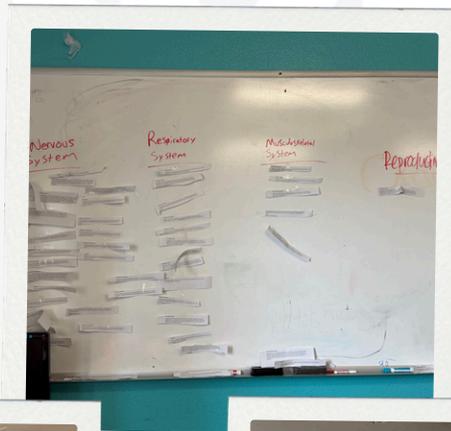


Multi-Tiered System of Supports



Shared by Learning Facilitator, Mrs. Laff:

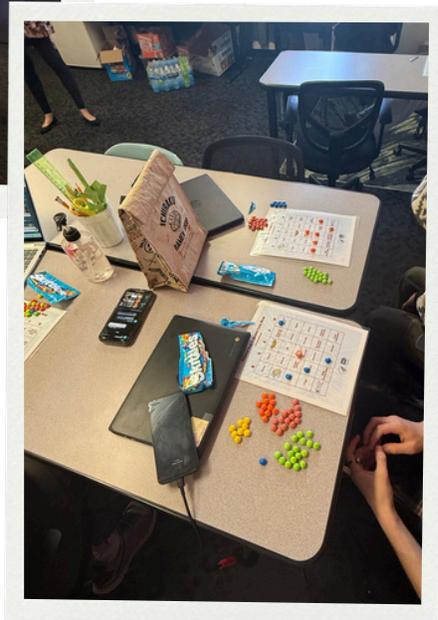
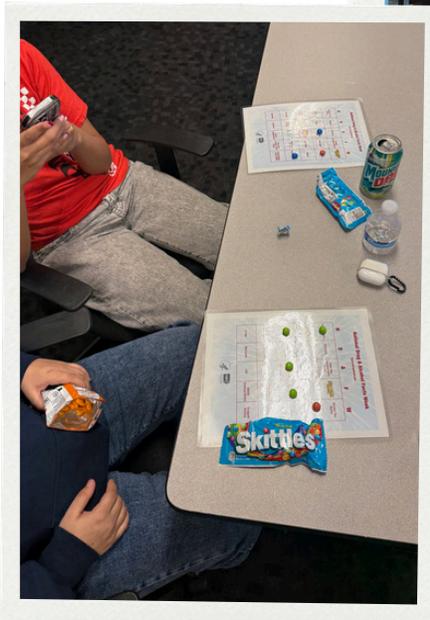
The Director of Social Services for Sycuan Health Center, Aaron Laff, partnered with the Campo Education Center and MYA to bring a terrific two-part presentation about the negative effects of vaping and tobacco addiction. Before and after the presentations, students were asked to complete pre and post tests about this topic. During the first presentation, Mr. Laff shared his PowerPoint with the students, then they all completed a group activity on the whiteboard, where they taped up vocabulary words and definitions. During the second session, Mr. Laff had students create vision boards of what their life would look like without addiction. The students were very engaged and seemed to learn a lot about this important topic.



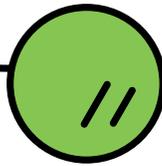
Multi-Tiered System of Supports

Shared by Learning Facilitator, Mrs. Laff:

The MYA East Cluster partnered with Southern Indian Health Council to have Mrs. Julie Wochuk, a Substance Abuse Counselor and Program Coordinator, come do an activity at the Campo Education Center. She played a bingo game with our students, having them name various substances and the harmful effects that they have on the body. The students were each given a pack of skittles to play this bingo game and were excited to keep them once the game was over! It was a very fun and educational time!



Multi-Tiered System of Supports



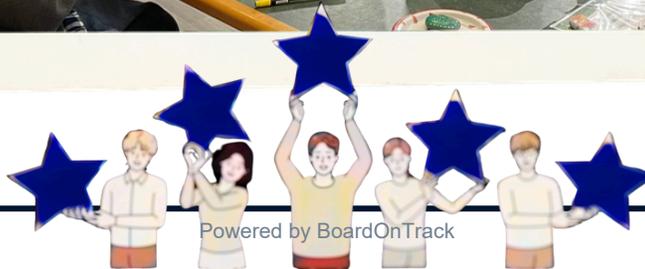
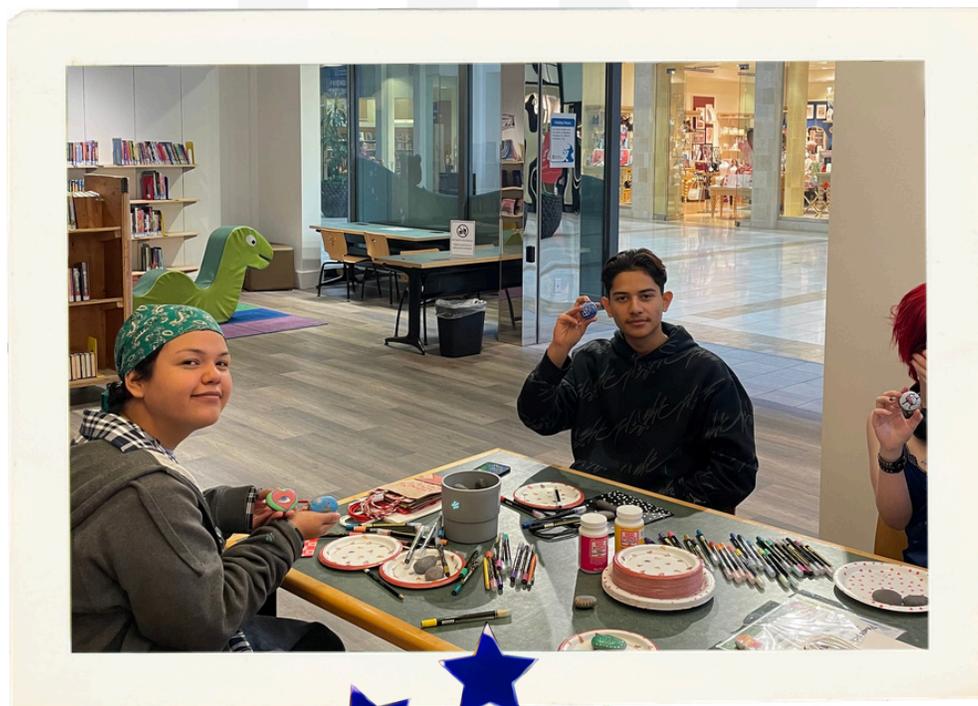
Shared by Learning Facilitator, Mrs. Sullivan:

Students in our West Cluster recently engaged in a co-curricular activity focused on sharing positive messages within their community. Their student-led effort reflects our commitment to building a culture where kindness is part of everyday learning.

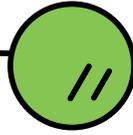
As we prepared for the Great Kindness Challenge, we were reminded that kindness is not something extra — it is a way of doing everything. Whether through collaboration, perseverance, creativity, or empathy, kindness lives in every classroom and conversation.

This opportunity gave students a chance to:

- Develop social skills
- Build confidence
- Discover new interests and talents
- Strengthen their sense of belonging

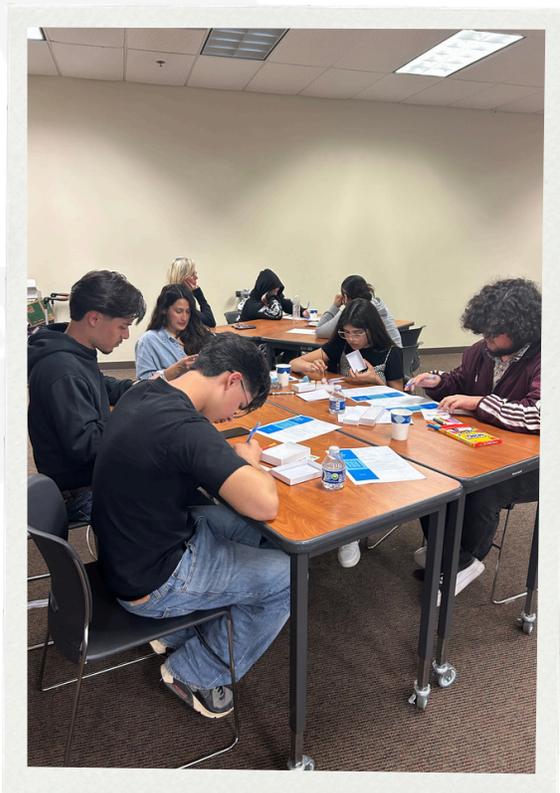


College and Career Readiness



Shared by Learning Facilitator: Mrs. Hensley

Students, families, and staff gathered at the Metro Career Center for an inspiring Spring Meet-Up. The evening opened with a community dinner, providing a space for meaningful connection before transitioning into a featured presentation from the Youth Employment Opportunity Program. Our guest speaker highlighted essential Career Center resources while leading a workshop on critical 'soft skills,' including emotional regulation and goal-setting. It was a successful night that perfectly balanced personal relationship-building with professional career readiness.



College and Career Readiness



Shared by Learning Facilitator: Mrs. Hensley

A student who graduated in June 2025 reached out to his Learning Facilitator recently to thank her for the support that she provided during his time at MY Academy. He went on to describe that he is starting a business and finding success, which he attributes, at least in part, to his work at MY Academy!



hey ms hensley it's esteban i just wanted to say thank you for everything you did for me i greatly appreciate everything !

5:01 PM

Tova Hensley 

Hi! It's good to hear from you! Im so glad I was able to support you in school! How have you been?

5:23 PM

Esteban Zatarain

Loved "Hi! It's good to hear from you! Im so glad I was able to support you in school! How have you been?"

i've been great ! i'm trying to start a new business right now at the moment ! i would say life has been pretty good since graduation !



Coversheet

Reappointment of Member to Board of Directors: Steve Fraire

Section: VIII. Board Governance
Item: A. Reappointment of Member to Board of Directors: Steve Fraire
Purpose: Vote
Submitted by:
Related Material: Oath - Board of Directors - Steve Fraire - Unsigned - 2026.02.20.pdf



OATH OF OFFICE FOR BOARD OF DIRECTORS

State of California

I, STEVE FRAIRE do solemnly swear (or affirm) that I will support and defend the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Signature of Board of Director

Steve Fraire - Clerk

Taken, subscribed, and sworn (or affirmed) to be this _____ day of _____ 202_____.

Signature of Authorized Official

Bill Dobson - Interim Director/CEO

Oath of Office Reviewed February 20, 2026

Coversheet

Consent - Business/Financial Services

Section: IX. Consent
Item: A. Consent - Business/Financial Services
Purpose: Vote
Submitted by: Gigi Lenz
Related Material: Check Register- February 2026.pdf
Mobile Device Management (MDM) Proposal 2026.3.12.pdf

BACKGROUND:

Approval of the Mobile Device Management (MDM) implementation proposal will allow Motivated Youth Academy to strengthen its technology security and management capabilities across school-issued devices. An MDM platform provides centralized management of laptops and other devices, allowing IT administrators to remotely configure devices, enforce security policies, manage applications, monitor compliance, and respond to lost or stolen devices through remote lock or wipe functions. This solution will support the school's distributed workforce by improving cybersecurity protections, streamlining device onboarding and off-boarding processes, and providing enhanced visibility into device inventory and compliance status.

RECOMMENDATION:

It is recommended the Board approve the Mobile Device Management (MDM) for Motivated Youth Academy (#1628).

Fiscal Impact: Estimated annual cost of \$2,250 (\$187.50 per month), based on \$2.50 per device per month for approximately 75 devices.

MY Academy Charter

Check Register

For the period ended February 28, 2026



Check Number	Vendor	Transaction Description	Check Date	Check Amount
21262	SchoolsFirst Plan Administration LLC	MYA 403b 01/26/26	2/4/2026	\$ 400.00
21263	SchoolsFirst Plan Administration LLC	MYA 457b 01/26/26	2/4/2026	3,279.56
21264	California Schools VEBA	Insurance Svcs - Employee Benefits - 02/26	2/5/2026	39,344.92
21265	Campo Cafe	Meals - 01/26	2/5/2026	1,283.84
21266	Department of General Services	Immigrant and Refugee Welcome Center Fees	2/5/2026	30.00
21267	PAR	Digital Administration Kit with Interpretive - SpEd	2/5/2026	781.00
21268	SchoolsFirst Plan Administration LLC	MYA 457b 02/10/26	2/13/2026	888.15
21269	KRA Corporation	Consulting Svcs - 01/26	2/19/2026	5,447.74
21270	Acacia HR Solutions	Consulting Svcs - 03/26	2/25/2026	5,100.00
21271	Department of General Services	Immigrant and Refugee Welcome Center Fees	2/25/2026	30.00
21272	Gallagher Healthinvest HRA	FSA - 01/26	2/25/2026	30.00
21273	SchoolStatus, LLC	License (1) - 03/03/26 - 03/07/27	2/25/2026	1,400.00
21274	SchoolsFirst Plan Administration LLC	MYA 457b 02/26/26	2/27/2026	3,278.29
21275	SchoolsFirst Plan Administration LLC	MYA 403b 02/26/26	2/27/2026	700.00
322271620000367	GHA Technologies, Inc.	Lenovo Laptop (2)	2/5/2026	2,358.00
322271620000368	Forth and Sons	Web Svcs - 01/26	2/5/2026	50.00
322271620000369	Charter Impact LLC	Business Mgmt Svcs - 02/26	2/5/2026	11,762.00
322271620000370	SchoolsFirst Plan Administration LLC	MYA 457b 07/25/25	2/11/2026	3,102.71
322271620000371	SchoolsFirst Plan Administration LLC	MYA 403b 07/25/25	2/11/2026	300.00
322271620000372	Procopio General	Legal Svcs - 05/25	2/12/2026	186.00
322271620000373	Charter Impact LLC	Rush Processing Fee - 01/26	2/12/2026	75.00
322271620000374	Larry Albert Alvarado	Stipend	2/12/2026	650.00
322271620000375	William W. Hall	Stipend - Additional	2/12/2026	1,100.00
322271620000376	Steve Fraire	Stipend	2/12/2026	650.00
322271620000377	Peter Matz	Stipend	2/12/2026	650.00
322271620000378	Michael P. Humphrey	Stipend - Additional	2/12/2026	1,100.00
322271620000379	R&B Communications	Communications Svcs - 01/26	2/12/2026	709.00
322271620000380	Specialized Therapy Services, Inc.	SpEd Svcs - 12/25	2/12/2026	5,784.18
322271620000381	Alpha Vision Computers, Inc.	Backupify G-Suite - 02/26	2/12/2026	70.00
322271620000382	Amazon Capital Services	Office Supplies	2/12/2026	289.07
322271620000383	Keyn Group, LLC	Office Supplies	2/19/2026	390.25
322271620000384	Keyn Group, LLC	IT Support	2/25/2026	7,571.91
322271620000385	Amazon Capital Services	Office Supplies	2/25/2026	232.85
E020326-01	AT&T	Communication Svcs - 01/26	2/3/2026	86.75
E020426-01	Chase	Service Charges	2/4/2026	25.15
E020926-01	Inova	Direct Deposit for Pay Date 021026	2/9/2026	30,105.10
E020926-02	Inova	Federal & State Tax Payments for Pay Date 021026	2/9/2026	9,066.60
E021726-01	Verizon Wireless	Communication Svcs - 01/02/26 - 02/01/26	2/17/2026	2,882.84
Voided - 21149	SchoolsFirst Plan Administration LLC	MYA 457b 07/25/25	2/11/2026	(3,102.71)
Voided - 21150	SchoolsFirst Plan Administration LLC	MYA 403b 07/25/25	2/11/2026	(300.00)
Voided - 21266	Department of General Services	Immigrant and Refugee Welcome Center Fees	2/25/2026	(30.00)
Total Disbursements in January				\$ 137,758.20

Mobile Device Management (MDM) Proposal

Executive Summary

As your organization continues to support a distributed and remote workforce, maintaining security, compliance, and operational efficiency across company devices becomes increasingly critical. Implementing a Mobile Device Management (MDM) solution will allow centralized control, monitoring, and protection of all company-managed devices while reducing risk and support overhead.

What is Mobile Device Management (MDM)?

Mobile Device Management (MDM) is a centralized platform that allows IT administrators to securely manage smartphones, **tablets, and laptops** across an organization—regardless of physical location. An MDM solution provides policy enforcement, device configuration, application control, remote security management, and compliance reporting from a single administrative console.

Benefits for a Remote Workforce

1. Centralized Device Control

MDM enables IT to **enforce security policies**, standardize device configurations, deploy Wi-Fi, VPN, and email settings remotely, and manage applications across all devices.

2. Enhanced Security & Risk Mitigation

MDM allows remote device lock and wipe, encryption enforcement, multi-factor authentication integration, real-time compliance monitoring, and automated patch management—significantly reducing data breach risk.

3. Faster Onboarding & Offboarding

Zero-touch deployment and pre-configured security policies streamline onboarding, while immediate access revocation protects organizational data during offboarding.

4. Device Location Tracking & Asset Recovery

MDM solutions provide GPS-based device location tracking, enabling IT administrators to locate lost or stolen devices in real time. This capability improves asset recovery, reduces hardware replacement costs, and enhances security by allowing rapid response actions such as remote lock or wipe if a device is determined to be compromised.

5. Compliance & Audit Readiness

MDM provides reporting dashboards, policy compliance logs, and device inventory tracking to support regulatory and security framework requirements.

Investment

Cost: \$2.50 per device per month

Device Count: 75 devices

Monthly Investment: $75 \times \$2.50 = \187.50 per month

Annual Investment: $\$187.50 \times 12 = \$2,250$ per year

Conclusion

Implementing an MDM solution provides centralized control, improved cybersecurity posture, streamlined device management, and operational scalability—especially critical for a remote workforce. At \$2.50 per device, this represents a low-cost, high-impact investment in protecting company assets and ensuring business continuity.

Coversheet

Consent - Education/Student Services

Section: IX. Consent
Item: B. Consent - Education/Student Services
Purpose: Vote
Submitted by: Gigi Lenz
Related Material:
2026-2027 School Year Academic Learning Calendar - Revised 2026.2.19.pdf
Renaissance Subscription 2026-2027 (Renewal).pdf

BACKGROUND:

1. Approval of the 2026-2027 Academic Learning Calendar (Revised)

The 2026–2027 Academic Learning Calendar was previously approved; however, a revision was necessary after an error was identified in Track G. The second-to-last week of Track G was incorrectly calculated as four learning days instead of five, which resulted in 176 academic days rather than the intended 175 days for that track. To correct this error, the start date of Track G has been adjusted from September 23 to September 24, 2026.

With this revision, Track G maintains the required 175 academic learning days. Track G will include 11 Learning Periods (LPs), with the first LP consisting of two instructional days (September 24 and September 25) before transitioning into the standard weekly schedule. The attached revised calendar reflects these corrections while maintaining alignment with the instructional schedule for Tracks E and F.

2. Approval of the Renaissance Subscription (Renewal)

Approval of the Renaissance Learning Subscription Renewal for the 2026–2027 school year will allow Motivated Youth Academy to continue providing students with access to Renaissance’s Freckle instructional platform, which supports individualized skills practice in mathematics and other core academic areas. The Freckle program provides adaptive learning tools that help Learning Facilitators monitor student progress and deliver targeted instruction based on student performance data.

The proposed renewal includes 100 student licenses for the Individualized Skills Practice Bundle and Freckle Math Student Subscription for the period July 1, 2026 through June 30, 2027.

RECOMMENDATION:

It is recommended the Board approve the 2026–2027 Academic Learning Calendar for Motivated Youth Academy (#1628).

Fiscal Impact: None.

It is recommended the Board approve the Renaissance Learning subscription renewal for Motivated Youth Academy (#1628).

Fiscal Impact: \$3,244.00

2026-2027 School Year Academic Learning Calendar

Month	Track E								Track F								Track G							Federal holidays / notes
	Su	Mo	Tu	We	Th	Fr	Sa		Su	Mo	Tu	We	Th	Fr	Sa		Su	Mo	Tu	We	Th	Fr	Sa	
Jun 2026	28	29	30	1	2	3	4	28	29	30	1	2	3	4	28	29	30	1	2	3	4	Independence Day (observed), Independence Day		
	5	6	7	8	9	10	11	5	6	7	8	9	10	11	5	6	7	8	9	10	11			
Jul 2026	12	13	14	15	16	17	18	12	13	14	15	16	17	18	12	13	14	15	16	17	18			
	19	20	21	22	23	24	25	19	20	21	22	23	24	25	19	20	21	22	23	24	25			
	26	27	28	29	30	31	1	26	27	28	29	30	31	1	26	27	28	29	30	31	1			
	2	3	4	5	6	7	8	2	3	4	5	6	7	8	2	3	4	5	6	7	8			
Aug	9	10	11	12	13	14	15	9	10	11	12	13	14	15	9	10	11	12	13	14	15			
	16	17	18	19	20	21	22	16	17	18	19	20	21	22	16	17	18	19	20	21	22			
	23	24	25	26	27	28	29	23	24	25	26	27	28	29	23	24	25	26	27	28	29			
	30	31	1	2	3	4	5	30	31	1	2	3	4	5	30	31	1	2	3	4	5			
Sep	6	7	8	9	10	11	12	6	7	8	9	10	11	12	6	7	8	9	10	11	12	Labor Day		
	13	14	15	16	17	18	19	13	14	15	16	17	18	19	13	14	15	16	17	18	19			
	20	21	22	23	24	25	26	20	21	22	23	24	25	26	20	21	22	23	24	25	26			
	27	28	29	30	1	2	3	27	28	29	30	1	2	3	27	28	29	30	1	2	3			
Oct	4	5	6	7	8	9	10	4	5	6	7	8	9	10	4	5	6	7	8	9	10			
	11	12	13	14	15	16	17	11	12	13	14	15	16	17	11	12	13	14	15	16	17	Columbus Day (Not a school holiday)		
	18	19	20	21	22	23	24	18	19	20	21	22	23	24	18	19	20	21	22	23	24			
	25	26	27	28	29	30	31	25	26	27	28	29	30	31	25	26	27	28	29	30	31			
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7				
Nov	8	9	10	11	12	13	14	8	9	10	11	12	13	14	8	9	10	11	12	13	14	Veterans Day		
	15	16	17	18	19	20	21	15	16	17	18	19	20	21	15	16	17	18	19	20	21			
	22	23	24	25	26	27	28	22	23	24	25	26	27	28	22	23	24	25	26	27	28			
	29	30	1	2	3	4	5	29	30	1	2	3	4	5	29	30	1	2	3	4	5			
Dec	6	7	8	9	10	11	12	6	7	8	9	10	11	12	6	7	8	9	10	11	12			
	13	14	15	16	17	18	19	13	14	15	16	17	18	19	13	14	15	16	17	18	19	Christmas Day (Green Date Numbers are Work days for Non 185 Calendar) New Year's Day (Green Date Numbers are Work days for Non 185 Calendar)		
	20	21	22	23	24	25	26	20	21	22	23	24	25	26	20	21	22	23	24	25	26			
	27	28	29	30	31	1	2	27	28	29	30	31	1	2	27	28	29	30	31	1	2			
3	4	5	6	7	8	9	3	4	5	6	7	8	9	3	4	5	6	7	8	9				
Jan 2027	10	11	12	13	14	15	16	10	11	12	13	14	15	16	10	11	12	13	14	15	16			
	17	18	19	20	21	22	23	17	18	19	20	21	22	23	17	18	19	20	21	22	23	Martin Luther King Day		
	24	25	26	27	28	29	30	24	25	26	27	28	29	30	24	25	26	27	28	29	30			
	31	1	2	3	4	5	6	31	1	2	3	4	5	6	31	1	2	3	4	5	6			
7	8	9	10	11	12	13	7	8	9	10	11	12	13	7	8	9	10	11	12	13				
Feb	14	15	16	17	18	19	20	14	15	16	17	18	19	20	14	15	16	17	18	19	20	Presidents' Day		
	21	22	23	24	25	26	27	21	22	23	24	25	26	27	21	22	23	24	25	26	27			
	28	1	2	3	4	5	6	28	1	2	3	4	5	6	28	1	2	3	4	5	6			
	7	8	9	10	11	12	13	7	8	9	10	11	12	13	7	8	9	10	11	12	13			
Mar	14	15	16	17	18	19	20	14	15	16	17	18	19	20	14	15	16	17	18	19	20	(Green Date Numbers are Work days for Non 185 Calendar)		
	21	22	23	24	25	26	27	21	22	23	24	25	26	27	21	22	23	24	25	26	27			
	28	29	30	31	1	2	3	28	29	30	31	1	2	3	28	29	30	31	1	2	3			
	4	5	6	7	8	9	10	4	5	6	7	8	9	10	4	5	6	7	8	9	10			
Apr	11	12	13	14	15	16	17	11	12	13	14	15	16	17	11	12	13	14	15	16	17			
	18	19	20	21	22	23	24	18	19	20	21	22	23	24	18	19	20	21	22	23	24			
	25	26	27	28	29	30	1	25	26	27	28	29	30	1	25	26	27	28	29	30	1			
	2	3	4	5	6	7	8	2	3	4	5	6	7	8	2	3	4	5	6	7	8			
May	9	10	11	12	13	14	15	9	10	11	12	13	14	15	9	10	11	12	13	14	15			
	16	17	18	19	20	21	22	16	17	18	19	20	21	22	16	17	18	19	20	21	22			
	23	24	25	26	27	28	29	23	24	25	26	27	28	29	23	24	25	26	27	28	29			
	30	31	1	2	3	4	5	30	31	1	2	3	4	5	30	31	1	2	3	4	5			
Jun	6	7	8	9	10	11	12	6	7	8	9	10	11	12	6	7	8	9	10	11	12	Memorial Day		
	13	14	15	16	17	18	19	13	14	15	16	17	18	19	13	14	15	16	17	18	19			
	20	21	22	23	24	25	26	20	21	22	23	24	25	26	20	21	22	23	24	25	26			
	27	28	29	30	1	2	3	27	28	29	30	1	2	3	27	28	29	30	1	2	3			
Jun 2027	13	14	15	16	17	18	19	13	14	15	16	17	18	19	13	14	15	16	17	18	19	Juneteenth (observed), Juneteenth		
	20	21	22	23	24	25	26	20	21	22	23	24	25	26	20	21	22	23	24	25	26			
	27	28	29	30	1	2	3	27	28	29	30	1	2	3	27	28	29	30	1	2	3			
	4	5	6	7	8	9	10	4	5	6	7	8	9	10	4	5	6	7	8	9	10			

Renaissance

2911 Peach Street, Wisconsin Rapids, WI 54494-1905
 PO Box 8036, Wisconsin Rapids, WI 54495
 Phone: (800) 338-4204 | Fax: (877) 280-7642
 Federal I.D. 39-1559474
www.renaissance.com

Quote
 # Q-407753 v1

Motivated Youth Academy (My Academy) - 8089401

Primary Contact

Melissa Blitzstein
 Email - mblitzstein@myacademy.org
 500 La Terraza Blvd Ste 150
 Escondido, CA 92025-3876

Billing Contact

Gigi Lenz
 Email - glenz@myacademy.org
 500 La Terraza Blvd Ste 150
 Escondido, CA 92025-3876

Quote Summary	
School Count: 1	
Renaissance Products & Services	\$3,244.00
Total	
Estimated Sales Tax	\$0.00
Shipping Cost	\$0.00
Grand Total	USD \$3,244.00

This quote includes: Freckle.

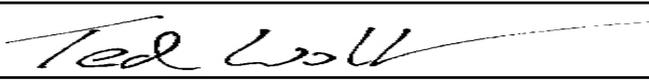
By signing below, Customer:

- Acknowledges that the Person signing this Quote is authorized to do so on behalf of Customer.
- Agrees Customer's access to and use of the Products and Services referenced in the Quote (and any other quote issued to Customer during the Subscription Period) are subject to compliance with the Renaissance Terms of Service and License located at <https://doc.renlearn.com/KMNet/R62416.pdf>, incorporated herein by reference.
- Acknowledges and agrees that the applicable Data Protection Addendum and Privacy Notices located at <https://docs.renaissance.com/R62068> are incorporated into this Agreement. Additional information about Renaissance's privacy and security is available at <https://www.renaissance.com/privacy/>.

To accept this offer and place an order, please sign and return this Quote.

Renaissance will issue an Invoice for this Quote promptly after the date the Order is processed at Renaissance. If Customer requires a purchase order, Customer agrees to provide the purchase order to Renaissance as an attachment to this signed quote. Customer agrees to pay the invoice within 30 days after the Invoice Date.

Customer indicates that no Purchase Order is required, and that Billing Contact information is correct.

Renaissance Learning, Inc.	Motivated Youth Academy (My Academy)
	By:
Name: Ted Wolf	Name:
Title: Chief Financial Officer	Title:
Date: 04-Mar-2026	Date:

Please e-sign OR print, sign, and return this Quote to your Account Representative Rachel O'Malley at rachel.omalley@renaissance.com. For any changes or additional information, please reach out by email or phone at (619) 613-5518. Thank you.

Renaissance

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PO Box 8036, Wisconsin Rapids, WI 54495

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Federal I.D. 39-1559474

www.renaissance.com

Quote

Q-407753 v1

be honored without Renaissance approval. Please note: Any pricing or discount indicated is subject to change with alterations to the quote. Tax has been estimated and is subject to change without notice. Unless you provide Renaissance with a valid and correct tax exemption certificate applicable to your purchase of product and the product ship-to location, you are responsible for sales and other taxes associated with this order.

United States government and agency transactions into Arizona: The Tax or AZ-TPT item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the Arizona Transaction Privilege Tax ('TPT'). The incidence of the TPT is on Renaissance Learning for the privilege of conducting business in the State of Arizona. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply.

Hawaii residents only: Orders shipped to Hawaii residents will be subject to the 4.166% (4.712% O'ahu Is.) Hawaii General Excise tax. United States government and agency transactions into Hawaii: The Tax or General Excise Tax item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the Hawaii General Excise Tax. The incidence of the General Excise Tax is on Renaissance Learning for the privilege of conducting business in the State of Hawaii. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply.

New Mexico residents only: Orders shipped to New Mexico residents will be subject to the 5.125% (Location Code: 88-888) Gross Receipts tax. United States government and agency transactions into New Mexico: The Tax or Gross Receipts Tax item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the New Mexico Gross Receipts Tax. The incidence of the Gross Receipts Tax is on Renaissance Learning for the privilege of conducting business in the State of New Mexico. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply. Starting July 1, 2021 New Mexico requires sellers to collect tax on the state and local rate. This varies depending on the city and county.

Students can become their most amazing selves — only when teachers truly shine. Renaissance amplifies teachers' effectiveness in the classroom — transforming data into actionable insights to improve learning outcomes. Remember, we're here to ensure your successful implementation. Please allow 30-90 days for installation and set-up.

Renaissance

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Quote
 # Q-407753 v1

Quote Details

Motivated Youth Academy (My Academy) – 8089401

Products & Services	Quantity	Unit Price	Total
Bundle			
Quote Year 1 01-Jul-2026 – 30-Jun-2027			
Individualized Skills Practice Bundle (ISP)	100	\$16.22	\$1,622.00
Quote Year 1 Subtotal			\$1,622.00
Freckle			
Quote Year 1 01-Jul-2026 – 30-Jun-2027			
Freckle Math Student Subscription	100	\$16.22	\$1,622.00
Quote Year 1 Subtotal			\$1,622.00
Motivated Youth Academy (My Academy) Total			\$3,244.00

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Coversheet

Consent - Policy Development

Section: IX. Consent
Item: D. Consent - Policy Development
Purpose: Vote

Submitted by:

Related Material:

MYA 3000 - Fiscal Policy - Overview - Redlined (Reviewed) - 2026.02.10.pdf
MYA 3000 - Fiscal Policy - Overview - For Board Approval (Reviewed) - 2026.02.10.pdf
MYA 3015 - Fiscal Policy Accounts Receivable - Redlined (Reviewed) - 2026.02.11.pdf
MYA 3015 - Fiscal Policy Accounts Receivable - For Board Approval (Reviewed) - 2026.02.11.pdf
MYA 3020 - Fiscal Policy Expenses - Redlined (Reviewed) - 2026.02.11.pdf
MYA 3020 - Fiscal Policy Expenses - For Board Approval (Reviewed) - 2026.02.11.pdf
MYA 3025 - Fiscal Policy Finance and Assets - Redlined (Reviewed) - 2026.02.11 - Google Docs.pdf
MYA 3025 - Fiscal Policy Finance and Assets - For Board Approval (Reviewed) - 2026.02.11.pdf
MYA 3100 - Vendor Code of Conduct - Redlined (Revised) - 2026.02.11.pdf
MYA 3100 - Vendor Code of Conduct - For Board Approval (Revised) - 2026.02.11.pdf
MYA 3105 - Vendor Risk Management Policy - Redlined (Revised) - 2026.02.11.pdf
MYA 3105 - Vendor Risk Management Policy - For Board Approval (Revised) - 2026.02.11.pdf
MYA 3115 - General Terms and Conditions of the Purchase Order - Redlined (Revised) - 2026.02.11.pdf
MYA 3115 - General Terms and Conditions of the Purchase Order - For Board Approval (Revised) - 2026.02.11.pdf
MYA 3120 - Name and Logo Use Policy - Redlined (Reviewed) - 2026.02.11.pdf
MYA 3120 - Name and Logo Use Policy - For Board Approval (Reviewed) - 2026.02.11.pdf
MYA 3130 - Record Retention and Disposal Policy - Redlined (Revised) - 2026.02.11.pdf
MYA 3130 - Record Retention and Disposal Policy - For Board Approval (Revised) - 2026.02.11.pdf

OVERVIEW FISCAL POLICY

OVERVIEW

The Board of Directors of Motivated Youth Academy (“School”) has reviewed and adopted the following procedures to ensure the most effective use of the School’s funds to support the mission of the School and to ensure that the funds are budgeted, accounted for, expended, and maintained appropriately.

1. The Board of Directors formulates financial policies and procedures, delegates administration of the policies and procedures to the Chief Executive Officer (CEO) and/or Executive Director, and reviews operations and activities on a regular basis.
2. The CEO/Executive Director has responsibility for all operations and activities related to financial management.
3. Financial duties and responsibilities shall be separated so that no one employee has sole control over cash receipts, disbursements, and reconciliation of bank accounts.
4. The Board of Directors shall commission an annual financial audit by an independent third-party auditor who will report directly to it. The Board of Directors shall approve the final audit report, and a copy will be provided to the chartering authorities and other legally required entities. Any audit exceptions and/or deficiencies shall be resolved to the satisfaction of the Board of Directors and the chartering authorities.

Annual Financial Audit

1. By January 1, annually, the Board of Directors shall appoint an audit committee to select an auditor.
2. Every six years, the committee shall solicit and review bids and select an independent certified public accountant to perform an annual fiscal audit pursuant to the provisions in the School’s charter. A waiver of this process may be requested of the Board of Directors.
3. The audit shall include, but not be limited to:
 - a. An audit of the accuracy of the financial statements
 - b. An audit of the attendance accounting and revenue accuracy practices
 - c. An audit of the internal control practices
4. The School will review any audit exceptions or deficiencies and determine the means for resolving any such exceptions or deficiencies. Audit exceptions must be resolved to the satisfaction of the school district Governing Board and in accordance with the procedures detailed in the Charter and Education Code Section 47605(b)(5)(1).
5. The School shall complete its audit within ninety (90) days of the close of the fiscal year. A copy of the audit report shall be submitted to the District within thirty (30) days of completion, and no

Motivated Youth Academy
Policy Approved: August 19, 2021
Policy Reviewed: month, day, year ~~Policy Reviewed: May 12, 2022~~
~~Policy Reviewed: May 9, 2024~~
~~Policy Reviewed: March 9, 2025~~
Page 1 of 2

OVERVIEW FISCAL POLICY

later than December 15 of the fiscal year following the fiscal year for which the audit was performed, a copy of the School's annual, independent financial audit report for the preceding fiscal year shall be delivered to the District, State Controller, California Department of Education and County Superintendent of Schools.

Motivated Youth Academy

Page 2 of 2

Policy Approved: August 19, 2021

Policy Reviewed: month, day, year ~~*Policy Reviewed: May 12, 2022*~~

~~*Policy Reviewed: May 9, 2024*~~

~~*Policy Reviewed: March 9, 2025*~~

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OVERVIEW FISCAL POLICY

performed, a copy of the School’s annual, independent financial audit report for the preceding fiscal year shall be delivered to the District, State Controller, California Department of Education and County Superintendent of Schools.

ACCOUNTS RECEIVABLE FISCAL POLICY**ACCOUNTS RECEIVABLE****Cash**

The School will not accept cash for any reason. All forms of payment or reimbursement must be provided to the school in the form of a check, cashier's check, or through electronic payment and made payable to the School.

Check Receipts

The School, as a public institution and steward of public funds, is responsible for ensuring that all check receipts for the School's activities are deposited into the appropriate School bank account in a timely manner.

All procedures established for the deposit of funds shall include the stipulations of this policy and shall include any guidelines established by the Director of Fiscal Services for implementation of the policy.

"Check receipts" include all negotiable instruments, which result in a direct increase in the bank accounts of the School. Specifically, the term includes, but is not limited to, checks and electronic transactions.

All checks received by the back office provider on behalf of the School shall be endorsed immediately with "Motivated Youth Academy; For Deposit Only; bank account number."

The depository procedures used by the School and the back office provider are subject to review and approval by the Board of Directors.

1. Refunds from vendors will follow School's refund check deposit procedures.
2. The School will not do transactions in cash.
3. Deposits will be made within five days of receipt of the check(s).
4. The duplicate deposit slip and deposit receipt will be attached to the deposit documentation and forwarded to the Director of Fiscal Services to be recorded weekly.

Returned Check Policy

Motivated Youth Academy

Page 1 of 2

Policy Approved: August 19, 2021

Policy Reviewed/Revised: month, day, year ~~March 9, 2025~~

ACCOUNTS RECEIVABLE FISCAL POLICY

1. A returned-check processing fee will be charged for checks returned as non-sufficient funds (NSF). Unless otherwise pre-approved by the Executive Director, payment of the NSF check and processing fee must be made by money order or certified check.
2. In the event that a second NSF check is received for any individual, in addition to the processing fee, the individual will lose check-writing privileges. Payment of the NSF check, the processing fee and any subsequent payment(s) by that individual must be made by money order or certified check.
3. In the case of NSF checks written by parents of students, failure to pay may result in the withholding of report cards/transcripts at the end of the semester and/or school year until payment is received, unless other mutually agreeable arrangements are approved by the Executive Director and/or Board of Directors.
4. If unsuccessful in collecting funds owed, the school may initiate appropriate collection and/or legal action at the discretion of the CEO, Executive Director and/or Board of Directors.

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Motivated Youth Academy

Page 1 of 2

*Policy Approved: August 19, 2021**Policy Reviewed: month, day, year*

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EXPENSES FISCAL POLICY**EXPENSES****Expense Reimbursement**

1. Due to the virtual nature of this business, it may sometimes be most practical for employees to initiate purchases locally and be reimbursed for those expenses. Reasonable, actual business expenses incurred by employees for the purpose of conducting business on behalf of the School shall be reimbursed upon approval. Employees receiving a stipend for supplies are expected not to exceed the stipend amount. Pre-approval by a supervisor is required in the event the employee will incur out of pocket expenses that exceed the amount of the stipend.
2. Expense reimbursement requests must be submitted within thirty (30) days of the date of the expense.
3. The mileage reimbursement rate is based on the rate established by the Internal Revenue Service. Employees must include verification of miles driven either using a platform adopted by the School, or by attaching a Mapquest/Google map or the like, with the request for reimbursement.

Travel

1. The School will only reimburse actual and necessary expenditures for staff. Attendees shall be held accountable for good judgment regarding expenditure of tax dollars. All expenditures must have scanned copies of itemized original receipts, regardless of the amount.
2. The School shall not reimburse personal travel expenses including, but not limited to, alcohol, entertainment, laundry, expenses of any family member who is accompanying the employee on school-related business, personal use of an automobile, and personal losses or traffic violation fees incurred while on school business. Factors such as variances in regional costs, travel duration and extenuating circumstances will be considered when approving travel reimbursement.
3. Associated travel fees such as parking fees, taxis/shuttles, and luggage handling are reimbursable expenses for employees on approved travel.
4. Employees are pre-approved to expense those costs associated with traveling for school-related purposes including testing and professional development. Scanned copies of original itemized receipts are required for reimbursement.

Board Member Expenses

1. The individual incurring authorized expenses while carrying out the duties of the school will complete and sign an expense report.
2. The expense reimbursement request must be submitted within thirty (30) days of the date of the expense.

BUSINESS/NON-INSTRUCTIONAL

3020-MYA

EXPENSES FISCAL POLICY

3. The Executive Director will approve and sign the expense report, and submit it for reimbursement.

EXPENSES FISCAL POLICY**EXPENSES****Expense Reimbursement**

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BUSINESS/NON-INSTRUCTIONAL

3020-MYA

EXPENSES FISCAL POLICY

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FINANCE AND ASSETS FISCAL POLICY

FINANCE

Financial Reporting

1. The Executive Director and fiscal services staff will work in coordination to prepare the annual financial budget for approval by the Board of Directors including revenue calculators and assumptions at the time of budget adoption.
2. The Director of Fiscal Services or a Board Approved Business Services provider shall submit a monthly balance sheet and monthly revenue and expense summaries to the Executive Director including a review of the discretionary accounts and any line items that result in a budget variance of \$10,000, or 3% whichever is higher. As informational items only and not requiring Board action, the Director of Fiscal Services or a Board Approved Business Services provider shall submit a financial update listing estimated year-end total based on actuals to date with projections.
3. The Director of Fiscal Services or a Board Approved Business Services provider will provide the CEO, Executive Director and/or Board of Directors with additional financial reports, as needed or requested in addition to the reports as specified in Education Code section 47604.33, namely:
 - a. On or before June 20, a preliminary budget;
 - b. On or before December 15, a first interim financial report, reflecting changes through October 31;
 - c. On or before March 15, a second interim financial report, reflecting changes through January 31;
 - d. On or before September 15, a final unaudited report for the full prior fiscal year
4. Reports will be provided to authorizing school districts and county offices of education within their prescribed budget timelines.

Retention of Records

1. Public Records Act. The School agrees that all of its records that relate in any way to the operation of the School shall be treated as public records subject to the requirements of the California Public Records Act (Cal. Gov. Code, § 6250 et seq .) as well as Education Code section 47604.3
2. Financial records, including transaction ledgers, attendance and entitlement records, and payroll records will be retained for a minimum of seven (7) years. At the discretion of the Board of Directors or Executive Director, certain documentation may be maintained for a longer period of time.
3. Financial records shall be shredded and securely recycled at the end of their retention period.
4. Appropriate back-up copies of electronic and paper documentation, including financial and attendance accounting data, shall be regularly prepared and stored in a secure off-site location, separate from the School.

FINANCE AND ASSETS FISCAL POLICY**ASSETS****Asset Inventory**

Non-Capitalized Equipment - Equipment with a value of less than \$5,000.00 and more than \$1,000 is considered non-capitalized equipment. Non-capitalized equipment shall be marked with an inventory identification tag and shall be accounted for by serial number, description, location, and cost. All non-capitalized equipment (100%) will be physically inventoried annually prior to the end of the fiscal year, in dictating the condition and location of the asset. The Executive Director and CEO shall immediately be notified of all cases of theft, loss, damage or destruction of assets.

Transfer of Assets to Other Motivated Youth Academy Schools - The Executive Director shall prepare and submit to the Board of Directors written notification of plans for disposing of assets with a clear and complete description of the asset and the date of disposal. In the event a Motivated Youth Academy School closes, non-capitalized equipment shall be distributed to the remaining open school(s). The School will take ownership of the assets and follow the aforementioned measures to accurately inventory the additional assets.

Depreciation Method - Non-capitalized assets are depreciated using the straight line method.

FINANCE AND ASSETS FISCAL POLICY**FINANCE****Financial Reporting**

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FINANCE AND ASSETS FISCAL POLICY**ASSETS****Asset Inventory**

Non-Capitalized Equipment - Equipment with a value of less than \$5,000.00 and more than \$1,000 is considered non-capitalized equipment. Non-capitalized equipment shall be marked with an inventory identification tag and shall be accounted for by serial number, description, location, and cost. All non-capitalized equipment (100%) will be physically inventoried annually prior to the end of the fiscal year, in dictating the condition and location of the asset. The Executive Director and CEO shall immediately be notified of all cases of theft, loss, damage or destruction of assets.

Transfer of Assets to Other Motivated Youth Academy Schools - The Executive Director shall prepare and submit to the Board of Directors written notification of plans for disposing of assets with a clear and complete description of the asset and the date of disposal. In the event a Motivated Youth Academy School closes, non-capitalized equipment shall be distributed to the remaining open school(s). The School will take ownership of the assets and follow the aforementioned measures to accurately inventory the additional assets.

Depreciation Method - Non-capitalized assets are depreciated using the straight line method.

BUSINESS/NON-INSTRUCTIONAL**3100-MYA**

VENDOR CODE OF CONDUCT

The Board of Directors of Motivated Youth Academy, (hereinafter “School”) recognize their responsibility to make and enforce all rules and regulations governing Vendor behavior to ensure a safe, learning-conducive environment. The expectation of the School is for all Vendors and their staff to conduct themselves in a way that reflects the high standards of behavior and professionalism, and to adhere to appropriate boundaries between staff and students.

For the purpose of this policy hereinafter “Vendor,” is an individual or company that supplies products or provides educational services for the School’s students.

For the purpose of this policy, the term staff or employee means the individuals employed or otherwise supervised by the Vendor. This language shall not be interpreted to mean that a Vendor’s staff has an employment relationship with the School.

For the purpose of this policy, the term “boundaries” is defined as acceptable professional behavior by vendor staff while interacting with a student. Trespassing the boundaries of a staff/student relationship is deemed an abuse of power and a betrayal of public trust. Although sincere, competent interaction with students certainly fosters learning, staff/student interactions must have boundaries surrounding activities, locations, and intentions. It is each Vendor employee’s obligation to avoid situations that could prompt suspicion and concern by **educational rights holders**~~parents~~, students, colleagues, or School leaders. Disagreeing with the wording or intent of the established boundaries will be considered irrelevant for disciplinary purposes including but not limited to being revoked as an approved Vendor for the School.

Examples of Specific Behaviors

The following are examples of unacceptable behavior, and are not intended to be an exhaustive list.

Unacceptable Vendor/Student Behaviors

1. Giving gifts to an individual student that are of a personal and intimate nature.
2. Kissing of any kind.
3. Any type of unnecessary or excessive physical contact.
4. Being alone with a student.
5. Making or participating in sexually inappropriate comments or jokes.
6. Listening to or telling stories that are sexually oriented.

Motivated Youth Academy*Policy Adopted: October 10, 2019**Policy Reviewed: May 12, 2022**Policy Revised: month, day, year*~~March 9, 2025~~*Page 1 of 2*

BUSINESS/NON-INSTRUCTIONAL**3100-MYA****VENDOR CODE OF CONDUCT**

7. Discussing personal troubles or intimate issues with a student in an attempt to gain their support and understanding.
8. Allowing students in the Vendor's home for reasons other than the educational service being provided and/or without the student's **educational rights holderparent/guardian** present.
9. Having a student in a Vendor's vehicle or transporting a student.
10. Becoming involved with a student so that a reasonable person may suspect inappropriate behavior.
11. Raising voice or using any type of corporal punishment with students.

Acceptable and Recommended Vendor/Student Behaviors

1. Exhibiting professionalism in all communications with students, (e.g. emails, text, and phone calls to students) keeping discussion related to School content. All forms of communication must be professional and brief. The **educational rights holderparent/guardian** should be included/copied on written/verbal communication.
2. Keeping reasonable personal distance from students.
3. Stopping and correcting students if they cross personal boundaries.
4. Keeping **educational rights holdersparents** and School informed when a boundaries issue develops with a student.
5. Recognizing the responsibility to intervene to stop unacceptable behavior of students or coworkers.
6. Giving students praise and recognition without touching them, or limiting physical contact to pats on the student's upper back or shoulder, high fives or handshakes.
7. Keeping professional conduct a high priority. Use constructive feedback with students at all times.

Duty to Report Suspected Misconduct

When any staff or employee of Vendor reasonably suspects or believes that another staff member may have crossed the boundaries specified in this policy, he or she must immediately report the matter to the School. All reports shall be as confidential as possible under the circumstances. It is the duty of the School to investigate and thoroughly report the situation. Vendors must also report to the School any awareness or concern of student behavior that crosses boundaries or where a student appears to be at risk for abuse.

BUSINESS/NON-INSTRUCTIONAL**3100-MYA**

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BUSINESS/NON-INSTRUCTIONAL**3100-MYA**

VENDOR CODE OF CONDUCT

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VENDOR RISK MANAGEMENT POLICY

The Board of Directors of Motivated Youth Academy recognizes the need to establish procedures for entering into agreements with vendors for student services. As Motivated Youth Academy (School) contracts with a vendor for materials, equipment, supplies, or services, that vendor's activities provide an inherent liability risk to the School. Insurance requirements for high risk vendors are to protect the School from loss or lawsuit resulting from any risk occurrence on the part of an underinsured/uninsured vendor who furnishes services to The School. By obtaining an appropriate certificate of insurance (COI), naming Motivated Youth Academy as additionally insured and maintaining a current COI on file, the School has evidence that insurance has been obtained which transfers risks associated with the business relationship with the high risk vendor from the School to the insurer.

DEFINING HIGH RISK - CRITERIA FOR HIGH RISK VENDORS

A vendor is considered to present a high level of risk when the service provided includes an environment, an activity, or equipment that poses a potential for physical injury to Motivated Youth Academy students.

1. **High Risk Environment** - A high risk environment is a space which is likely to expose individuals to dangers. A high risk environment can include hazardous substances or conditions like fire and explosions, increased body temperature leading to loss of consciousness, asphyxiation occurring due to gas, fume, vapour or lack of oxygen, and drowning to name a few. Such environments include swimming pools, the ocean, gyms, kitchens, hockey/ice skating rinks, workshops, and moving vehicles.
2. **High Risk Activity** - A high risk activity is inherently dangerous due to the way it must be performed or carried out. These activities include dangers that present harm that could potentially be inflicted on students by themselves or others that they would not otherwise encounter in their everyday lives. Such activities include martial arts, gymnastics, soccer, football, baseball, hockey, swimming, diving, tennis, volleyball, parkour, and rock climbing.
3. **High Risk Equipment** - Students that use high risk equipment are at a greater risk of injury or death because of the violent or potentially violent nature of the use of such equipment. For example, sports equipment like golf clubs, baseball bats, fencing foils/epees/sabers, arrows, cleats, hockey sticks, and ice skates can inflict grievous harm, even when used properly in case of an accident. Gym equipment can also be dangerous when used properly or improperly. Even cooking equipment such as hot cookware and kitchen knives can place students at a high risk of injury.

BUSINESS/NON-INSTRUCTIONAL**3105-MYA****VENDOR RISK MANAGEMENT POLICY****CURRENT HIGH RISK LIST**

Motivated Youth Academy reserves the right to determine whether a vendor is defined as high risk. For the purposes of the School, the following services have been determined to be moderate to high risk. This list is not all inclusive; as new types of vendors apply to be affiliated with the school, they will be evaluated based on the board approved process and criteria.

- a. Martial Arts
- b. Crossfit/Personal Fitness/Gym/Weights
- c. Swim/Diving/Aquatics/Water Polo
- d. Gymnastics/Aerial
- e. Horseback Riding
- f. Cooking
- g. Fencing
- h. Archery
- i. Recreational (City, Athletics)
- j. Dance/Ballet/Jazz
- k. Skateboarding
- l. Surfing
- m. Parkour
- n. Rock Climbing
- o. Ice Skating/Hockey
- p. Soccer
- q. Yoga/Pilates
- r. Sailing
- s. Welding/Carpentry
- t. Tennis/Badminton
- u. Baseball/Softball
- v. Golf
- w. Driver's Ed
- x. Volleyball

PROCESS

The following steps are taken in the vendor approval process:

1. If the course or activity that is provided by the vendor falls under one of the high risk categories, a vendor is considered to be high risk unless and until the vetting process proves it to be otherwise.

BUSINESS/NON-INSTRUCTIONAL

3105-MYA

VENDOR RISK MANAGEMENT POLICY

2. In order to determine whether or not a vendor should be labeled as high risk, the vendor services team visits the website of the service vendor (if there is one) and any other websites or online sources in order to gain information. If the information found online is insufficient to make a determination, the vendor team contacts the vendor directly to investigate the level of risk.
3. Unless the vendor is determined to be low risk after the research and investigation is complete, the vendor is added to the List of Moderate to High Risk Vendors tab in the Vendor Tracking Spreadsheet.
4. **All** vendors are required to provide insurance.

STANDARD INSURANCE REQUIREMENTS

1. Low Risk Vendors
 - a. Acceptable proof of liability insurance from low risk vendors includes: homeowners insurance, renters insurance, and commercial certificates of insurance. Staff will verify general liability per occurrence is at least \$100,000. If it is less than \$100,000, staff will investigate the service to determine whether or **not it is acceptable**.
2. Moderate to High Risk Vendors
 - a. A commercial certificate of insurance with a \$1 million limit for each occurrence for general liability is required.

VENDOR RISK MANAGEMENT POLICY

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- l. Surfing
- m. Parkour
- n. Rock Climbing
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BUSINESS/NON-INSTRUCTIONAL**3115-MYA**

GENERAL TERMS AND CONDITIONS OF THE PURCHASE ORDER**ACCEPTANCE OF ORDER:**

Motivated Youth Academy (hereinafter “Buyer”) offers to Contractor, Seller or Supplier (hereinafter “Seller”) this purchase order (hereinafter “Order”). Acceptance by Buyer is strictly limited to its terms. Buyer shall not be bound by any term or condition whatsoever that is different from or in addition to the terms and conditions of this Order, whether or not such term or condition will materially alter this Order. Seller's commencement of performance or acceptance of this Order in any manner shall be considered acceptance of this Order as written.

DURATION:

This Agreement shall be effective upon Seller’s performance under the Purchase Order. The Agreement shall be in effect for the duration of the term listed on the Purchase Order unless the Purchase Order is canceled or terminated.

NO EMPLOYMENT RELATIONSHIP:

Notwithstanding any language in these Terms and Conditions to the contrary, the parties intend that their relationship will be only as set forth in this Order. Neither party nor any employee, agent, officer, or independent contractor of or retained by either party shall be considered an agent or employee of the other party for any purpose or entitled to any of the benefits that the other party provides for any of the other party’s employees. Furthermore, each party acknowledges that it shall be responsible for all federal, state and local taxes for it and its employees and reports relative to fees under this Order and each party will indemnify and hold the other party harmless from any failure to file necessary reports or pay such taxes.

SPECIFICATIONS:

All Item(s) ordered to specifications shall comply with such specifications current as of the date of this Order unless otherwise specified by Buyer.

PERFORMANCE REQUIREMENTS:

Quality Level - Seller shall maintain a quality level of zero defects on all Item(s) shipped to Buyer (hereinafter “Items”).

CHANGES:

- a. Buyer may at any time, by written notice, make changes in the specifications, designs or drawings, samples or other description to which the Item(s) are to conform, in methods of shipment and packaging, or place of delivery. If such change causes an increase or decrease in the cost of, or the time required for, the performance of any part of the work under this Order, an equitable adjustment

GENERAL TERMS AND CONDITIONS OF THE PURCHASE ORDER

shall be made in the price or delivery schedule, or both, and this Order modified accordingly. Any claim for an equitable adjustment must be made within thirty (30) days of the receipt of such notice. The equitable adjustment shall be made based on negotiations between Buyer and Seller. Nothing in this clause shall excuse the Seller from proceeding without delay to perform this Order as changed. Seller shall make no substitutions or changes to the form, fit, or function of the Item(s) furnished to Buyer by Seller hereunder without prior written notice and approval in writing from Buyer.

- b. The review or approval by Buyer of any work hereunder or of any designs, drawings, specifications or other documents prepared hereunder shall not relieve Seller of any of its obligations under this Order, nor excuse or constitute a waiver of any defects or nonconformity in any Item(s) furnished under this Order, nor change, modify or otherwise affect any of the provisions of this Order, including, but not limited to, the prices and delivery schedules contained herein.

INVOICES, TERMS, AND PAYMENT:

1. All invoices for Item delivered and Service performed shall be sent to Buyer by one of the following methods of the Sellers choosing not longer than 5 days after shipment of item(s) or delivery of service(s):
 - a. Emailed to Motivated Youth Academy, Attn: Accounts Payable Department at vendorservices@myacademy.org.
 - b. Submitted via OPS vendor login on Seller's account (Service vendors only).
 - c. Hard copy may be mailed to Motivated Youth Academy, Attn A/P.
2. Seller agrees that if it has failed to send invoice as outlined in section 7.1, Buyer may generate an invoice on Sellers behalf corresponding to the item(s) and/or service(s) on the Order.
3. Seller shall provide not less than 30 days for Buyer to provide payment of Order.
4. Seller shall be paid by ACH and agrees to complete Sellers profile in order to execute ACH payments. Buyer may mail payment to Seller. Seller agrees that a \$35 fee will be charged for any request to void and reissue lost, stolen, or misplaced checks.

WARRANTY:

Motivated Youth Academy

Policy Adopted: October 10, 2019

Policy Revised: ~~month, day, year~~ March 9, 2025

Page 2 of 9

GENERAL TERMS AND CONDITIONS OF THE PURCHASE ORDER

1. Seller shall warrant that Items supplied by Seller are new unless specifically approved in advance by Buyer in writing. Items shall not be surplus, reconditioned, recovered or remanufactured unless approved by Buyer in writing in advance.
2. Seller shall reimburse Buyer for all expenses associated with correcting any defect, failure, authenticity and conformance of the Item(s) including repair, refurbishment, exchange and any other costs associated with correcting the defect, failure, authenticity and conformance at either the Buyer's location or at the Buyer's Customer location.
3. Any other specific product or service warranty shall be expressly included in the manufacturer's standard publications, proposal or quotations.

TERMINATION:

Buyer shall have the right to terminate this Order following a written notice to Seller as follows:

1. For Convenience – Buyer may terminate this Order for convenience at any time with written notice to Seller. In case of such termination for convenience Seller shall submit all invoices for amounts due within five (5) days after the date of such termination notice. Seller shall maintain complete and accurate records to support Seller's claimed costs. Such records shall be available for verification through audit and analysis by the Buyer. The Buyer's maximum liability shall be limited to the following:
 - a. In no event shall Seller be entitled to any amount above monies paid and/or owed for Services performed up to the date of such termination notice.
 - b. Seller shall have no claim for any consequential damages, including but not limited to loss of profit, arising out of any such termination for convenience.
2. For Cause – The Buyer may terminate this Order for cause immediately upon written notice to Seller, for any of the following circumstances:
 - a. If Seller fails to perform the Services competently or commits acts or omissions which could, in Buyer's sole and unfettered discretion, expose Buyer to potential legal or administrative exposure;
 - b. If Seller fails to deliver the Item in accordance with the statement of work, scope, performance requirements or delivery schedules specified herein or any extension thereof, or which, in Buyers sole and unfettered discretion,

GENERAL TERMS AND CONDITIONS OF THE PURCHASE ORDER

are otherwise defective or could expose Buyer to potential legal or administrative exposure; or

- c. If Seller fails to perform any of the material terms of this Order. In the event of any of the above and subject to Buyer's sole and unfettered discretion, if Seller's failure is subject to cure, Seller shall have ten (10) calendar days (or such longer period as the Buyer may authorize in writing) to cure such failure.

LIMITATION OF LIABILITY/DISCLAIMER OF DAMAGES.

Buyer's maximum aggregate liability for its acts or omissions hereunder shall be limited to a sum no greater than the aggregate value of the Item (or Services) per the Order issued. FURTHER, IN NO EVENT SHALL BUYER BE LIABLE FOR PUNITIVE, INDIRECT, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES FOR ITS ACTS OR OMISSIONS HEREUNDER.

RELEASE OF NEWS INFORMATION AND ADVERTISING:

Seller shall not, without the prior written consent of Buyer in advance:

- a. make any news release, public announcement, denial or confirmation of all or any part of the subject matter of this Order, or
- b. in any manner advertise or publish the fact that Buyer has placed this Order.

SELLER'S DATA:

1. Seller agrees that all data or information, regardless of form and including but not limited to tapes, photo prints and other graphic information, furnished with Item(s) or required to be furnished by this Order, together with any information furnished orally, shall be free from proprietary restriction. Data for which a restrictive use marking is authorized herein or by special agreement, may be duplicated and used by Buyer as required.
2. To the extent that Seller establishes a claim to statutory copyright in any data first produced and furnished in the performance of this Order, Seller grants the Buyer a royalty-free, perpetual, nonexclusive, irrevocable, worldwide license to publish, distribute, translate, duplicate, exhibit, or perform any such data copyrighted by the Seller with the right to grant sublicenses.

GENERAL TERMS AND CONDITIONS OF THE PURCHASE ORDER

3. Seller agrees to grant a license for the benefit of Buyer of the same scope set forth in Section 12.2 to any technical data delivered under this Order that are copyrighted by Seller.
4. Seller further agrees not to knowingly include any material copyrighted by others in technical data delivered under this Order without first obtaining, at no additional cost and for the benefit of Buyer, a license therein.

LICENSE FOR EQUIPMENT SPECIFIC SOFTWARE (AS APPLICABLE):

Software delivered hereunder, either embedded in equipment described herein or specifically designed for use in or with such equipment or Item(s) shall remain the sole and exclusive property of Seller. Seller grants the Buyer a royalty-free, perpetual, worldwide, irrevocable, nonexclusive license to use such software only in or with the equipment or Item(s). Upon such transfer of software and equipment or Item(s), Buyer may make and distribute archival copies of the software.

FERPA:

If Seller requires access to student data for the performance of Services, Seller agrees to comply with the Family Educational Rights and Privacy Act of 1974 (FERPA), and all requirements imposed by or pursuant to applicable regulations of the Department of Education and the Buyer to the end that the rights and privacy of the students enrolled in the Buyers schools are not violated, as follows. No student data will be provided to the Vendor other than student name and grade data that are included on the Order. Any additional information must be collected directly from the student's **educational rights holder** ~~parent/guardian~~. Seller recognizes and agrees that such access will be extended in reliance on representations made in this assurance, and that the Buyer shall have the right to revoke such access (including return of all physical forms of such data and destruction of all such electronic data) immediately upon learning of noncompliance by Seller. This assurance is binding Seller on and such persons as may be employed by Seller to assist in any phase of the contractual obligation to the Buyer, including independent contractors. The individual student data will be destroyed when no longer needed for the purpose(s) for which they were obtained.

INDEMNIFICATION:

Seller shall defend, hold harmless and indemnify the Buyer, its Board members, administrators, employees, agents, attorneys and volunteers ("Buyer") from and against all claims, injuries, damages, **losses, suits** ~~losses, suits~~, or demands, including for attorney's fees, arising out of or in connection with the performance of this Order except for injuries and damages caused by the

GENERAL TERMS AND CONDITIONS OF THE PURCHASE ORDER

willful misconduct or sole gross negligence of Buyer. The indemnity requirements provided herein shall survive the termination or expiration of the contract.

INSURANCE:

1. General: Seller shall procure and maintain for the duration of the Order, at its sole expense, insurance against claims for injuries to persons or damages to property which may arise from or in connection with Items supplied and/or Services delivered to Buyer.
2. Minimum Scope of Insurance: Seller shall obtain insurance of the type described below:
 - a. Commercial General Liability insurance shall be at least as broad as Insurance Services Office Commercial General Liability coverage (occurrence form CG 00 01) and include products coverage with limits of at least \$100,000 per occurrence, \$100,000 general aggregate and a \$1,000,000 products liability aggregate limit.
 - b. For Sellers categorized by Buyer in its sole and unfettered discretion as providing high risk services, Commercial General Liability insurance shall be at least as broad as Insurance Services Office Commercial General Liability coverage (occurrence form CG 00 01) and include products coverage with limits of at least \$1,000,000 per occurrence, \$1,000,000 general aggregate.
 - c. Buyer shall be named as an additional insured under Seller's Commercial General Liability insurance policy using ISO Additional Insured-Sellers Endorsement CG 20-15 or a substitute endorsement providing equivalent coverage.
3. Other Insurance Provisions:
 - a. Seller's coverage shall be primary insurance as respects Buyer. Any insurance, self-insurance or insurance pool coverage maintained by Buyer shall be excess of Seller's insurance and shall not contribute with it.
 - b. Seller's insurance shall be endorsed to state that coverage shall not be cancelled, except after thirty (30) days prior written notice provided to Buyer.

GENERAL TERMS AND CONDITIONS OF THE PURCHASE ORDER

4. Acceptability of Insurers: Insurance is to be placed with insurers authorized to do business in California with a current A.M. Best's rating of no less than A-, VII, unless otherwise acceptable to Buyer.
5. Verification of Coverage: Seller shall furnish Buyer with original certificates and endorsements, including but not limited to the additional insured endorsement, evidencing compliance with the insurance requirements above before Items or Services will be accepted by Buyer.
6. Special Risks or Circumstances: Buyer reserves the right to modify these requirements at any time, including limits, based on the nature of the risk, prior experience, insurer, coverage or other special circumstances.

FORCE MAJEURE:

The Seller shall be excused from late and non-delivery of goods hereunder during the time and to the extent that it is prevented from obtaining, delivering or performing in the customary manner by act of God, fire, strike, partial or total interruption of, loss or shortage of transportation facilities, lockout, commandeering of raw materials, products, or facilities by the government, when satisfactory evidence thereof has been presented to the Buyer providing it is satisfactorily established that the late or non-delivery is not due to the fault or negligence of the party not performing.

ASSIGNMENT:

Buyer may assign in whole or in part any of its rights and obligations under this Order without the prior consent of the other party. Seller shall not assign any part of its rights or obligations under this Order without the advance express written consent of Buyer. The terms and conditions of this Order shall bind any permitted successors and assigns of either party.

COMPLIANCE WITH LAWS:

Seller warrants that it will comply with all federal, state, and local laws, including, but not limited to, any statute, rule, regulation, judgment, decree, order or permit applicable to its performance under this Order including any employment, health or safety agency regulations.

REMEDIES, NON-WAIVER AND INVALIDITY:

Any and all failures, delays, or forbearances of either Party in insisting upon or enforcing at any time or times any of the terms and conditions of this Order, or to exercise any rights or remedies under this Order, shall not be construed as a waiver or relinquishment of any such terms and conditions, rights or remedies in those or any other instances; rather, the same shall be and remain in full force and effect. The invalidity in whole or in part of any term and condition

GENERAL TERMS AND CONDITIONS OF THE PURCHASE ORDER

contained herein shall not affect the validity of any other term and condition. The rights and remedies provided Buyer pursuant to these terms and conditions shall be cumulative and in addition to any other rights and remedies provided by law or equity. A waiver of a breach of any term and condition hereof shall not constitute a waiver of any other breach.

APPLICABLE LAW:

This Order shall be governed by, construed and enforced in accordance with the laws of the State of California.

WAIVER:

This Order shall not be amended or modified, nor shall any waiver of any right hereunder be effective unless set forth in a document executed by duly authorized representatives of the parties. The failure to exercise any right under this Order shall not be deemed to be a waiver of such right, and shall not affect the right to enforce each and every right hereof. The waiver of any breach of any term, provision, covenant or condition herein contained shall not be deemed to be a waiver of any: a) subsequent breach of such term, provision, covenant or condition; or b) other term, provision, covenant, or condition.

SEVERABILITY:

If any term or condition of this Order is held invalid or unenforceable for any reason, the remaining provisions of this Order shall continue in full force and effect as if this Order had been executed with the invalid portion eliminated, provided the effectiveness of the remaining portions of this Order will not defeat the overall intent of the parties. In such a situation, the parties agree, to the extent legal and possible, to incorporate a replacement provision to accomplish the originally intended effect.

ENTIRE AGREEMENT:

This Order is intended by the Buyer and Seller as a final expression of their agreement and is intended also as a complete and exclusive statement of the terms of their agreement. No Amendment or change of any kind shall be binding upon Buyer unless in writing and signed by an authorized representative of Buyer.

THE FOLLOWING PROVISIONS ARE REQUIRED IN PURCHASE ORDERS FOR SERVICES THAT ARE RENDERED IN A LIVE IN-PERSON SESSION, CLASS, LAB, OR OTHER APPOINTMENT WHERE STUDENTS AND INSTRUCTORS, TEACHERS, STAFF, OR OTHER VENDOR PERSONNEL ARE TOGETHER.

FINGERPRINT CLEARANCE:

Motivated Youth Academy

Policy Adopted: October 10, 2019

Policy Revised: month, day, year ~~March 9, 2025~~

Page 8 of 9

GENERAL TERMS AND CONDITIONS OF THE PURCHASE ORDER

Under Education Code Section 45125.1, Seller including all employees, agents, independent contractors, and subcontractors performing Services under this Order shall obtain and provide fingerprint background clearance through the California Department of Justice (DOJ) screening process to Buyer prior to performing any Services under this Order, Seller will ensure that it and its employees, agents, independent contractors, and subcontractors performing Services under this Order will not allow any person to provide services or otherwise interact with students whom, per the Buyer, may be deemed to compromise student safety or the integrity of the school. Sellers using their own Originating Agency Identification (ORI) number to provide screening service shall forward all reports received from the DOJ for individuals in contact with the schools students.

GENERAL TERMS AND CONDITIONS OF THE PURCHASE ORDER**ACCEPTANCE OF ORDER:**

Motivated Youth Academy (hereinafter “Buyer”) offers to Contractor, Seller or Supplier (hereinafter “Seller”) this purchase order (hereinafter “Order”). Acceptance by Buyer is strictly limited to its terms. Buyer shall not be bound by any term or condition whatsoever that is different from or in addition to the terms and conditions of this Order, whether or not such term or condition will materially alter this Order. Seller's commencement of performance or acceptance of this Order in any manner shall be considered acceptance of this Order as written.

DURATION:

This Agreement shall be effective upon Seller’s performance under the Purchase Order. The Agreement shall be in effect for the duration of the term listed on the Purchase Order unless the Purchase Order is canceled or terminated.

NO EMPLOYMENT RELATIONSHIP:

Notwithstanding any language in these Terms and Conditions to the contrary, the parties intend that their relationship will be only as set forth in this Order. Neither party nor any employee, agent, officer, or independent contractor of or retained by either party shall be considered an agent or employee of the other party for any purpose or entitled to any of the benefits that the other party provides for any of the other party’s employees. Furthermore, each party acknowledges that it shall be responsible for all federal, state and local taxes for it and its employees and reports relative to fees under this Order and each party will indemnify and hold the other party harmless from any failure to file necessary reports or pay such taxes.

SPECIFICATIONS:

All Item(s) ordered to specifications shall comply with such specifications current as of the date of this Order unless otherwise specified by Buyer.

PERFORMANCE REQUIREMENTS:

Quality Level - Seller shall maintain a quality level of zero defects on all Item(s) shipped to Buyer (hereinafter “Items”).

CHANGES:

- a. Buyer may at any time, by written notice, make changes in the specifications, designs or drawings, samples or other description to which the Item(s) are to conform, in methods of shipment and packaging, or place of delivery. If such change causes an increase or decrease in the cost of, or the time required for, the performance of any part of the work under this Order, an equitable adjustment

GENERAL TERMS AND CONDITIONS OF THE PURCHASE ORDER

shall be made in the price or delivery schedule, or both, and this Order modified accordingly. Any claim for an equitable adjustment must be made within thirty (30) days of the receipt of such notice. The equitable adjustment shall be made based on negotiations between Buyer and Seller. Nothing in this clause shall excuse the Seller from proceeding without delay to perform this Order as changed. Seller shall make no substitutions or changes to the form, fit, or function of the Item(s) furnished to Buyer by Seller hereunder without prior written notice and approval in writing from Buyer.

- b. The review or approval by Buyer of any work hereunder or of any designs, drawings, specifications or other documents prepared hereunder shall not relieve Seller of any of its obligations under this Order, nor excuse or constitute a waiver of any defects or nonconformity in any Item(s) furnished under this Order, nor change, modify or otherwise affect any of the provisions of this Order, including, but not limited to, the prices and delivery schedules contained herein.

INVOICES, TERMS, AND PAYMENT:

1. All invoices for Item delivered and Service performed shall be sent to Buyer by one of the following methods of the Sellers choosing not longer than 5 days after shipment of item(s) or delivery of service(s):
 - a. Emailed to Motivated Youth Academy, Attn: Accounts Payable Department at vendorservices@myacademy.org.
 - b. Submitted via OPS vendor login on Seller's account (Service vendors only).
 - c. Hard copy may be mailed to Motivated Youth Academy, Attn A/P.
2. Seller agrees that if it has failed to send invoice as outlined in section 7.1, Buyer may generate an invoice on Sellers behalf corresponding to the item(s) and/or service(s) on the Order.
3. Seller shall provide not less than 30 days for Buyer to provide payment of Order.
4. Seller shall be paid by ACH and agrees to complete Sellers profile in order to execute ACH payments. Buyer may mail payment to Seller. Seller agrees that a \$35 fee will be charged for any request to void and reissue lost, stolen, or misplaced checks.

GENERAL TERMS AND CONDITIONS OF THE PURCHASE ORDER**WARRANTY:**

1. Seller shall warrant that Items supplied by Seller are new unless specifically approved in advance by Buyer in writing. Items shall not be surplus, reconditioned, recovered or remanufactured unless approved by Buyer in writing in advance.
2. Seller shall reimburse Buyer for all expenses associated with correcting any defect, failure, authenticity and conformance of the Item(s) including repair, refurbishment, exchange and any other costs associated with correcting the defect, failure, authenticity and conformance at either the Buyer's location or at the Buyer's Customer location.
3. Any other specific product or service warranty shall be expressly included in the manufacturer's standard publications, proposal or quotations.

TERMINATION:

Buyer shall have the right to terminate this Order following a written notice to Seller as follows:

1. For Convenience – Buyer may terminate this Order for convenience at any time with written notice to Seller. In case of such termination for convenience Seller shall submit all invoices for amounts due within five (5) days after the date of such termination notice. Seller shall maintain complete and accurate records to support Seller's claimed costs. Such records shall be available for verification through audit and analysis by the Buyer. The Buyer's maximum liability shall be limited to the following:
 - a. In no event shall Seller be entitled to any amount above monies paid and/or owed for Services performed up to the date of such termination notice.
 - b. Seller shall have no claim for any consequential damages, including but not limited to loss of profit, arising out of any such termination for convenience.
2. For Cause – The Buyer may terminate this Order for cause immediately upon written notice to Seller, for any of the following circumstances:
 - a. If Seller fails to perform the Services competently or commits acts or omissions which could, in Buyer's sole and unfettered discretion, expose Buyer to potential legal or administrative exposure;
 - b. If Seller fails to deliver the Item in accordance with the statement of work, scope, performance requirements or delivery schedules specified herein or any extension thereof, or which, in Buyers sole and unfettered discretion,

GENERAL TERMS AND CONDITIONS OF THE PURCHASE ORDER

are otherwise defective or could expose Buyer to potential legal or administrative exposure; or

- c. If Seller fails to perform any of the material terms of this Order. In the event of any of the above and subject to Buyer's sole and unfettered discretion, if Seller's failure is subject to cure, Seller shall have ten (10) calendar days (or such longer period as the Buyer may authorize in writing) to cure such failure.

LIMITATION OF LIABILITY/DISCLAIMER OF DAMAGES.

Buyer's maximum aggregate liability for its acts or omissions hereunder shall be limited to a sum no greater than the aggregate value of the Item (or Services) per the Order issued. FURTHER, IN NO EVENT SHALL BUYER BE LIABLE FOR PUNITIVE, INDIRECT, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES FOR ITS ACTS OR OMISSIONS HEREUNDER.

RELEASE OF NEWS INFORMATION AND ADVERTISING:

Seller shall not, without the prior written consent of Buyer in advance:

- a. make any news release, public announcement, denial or confirmation of all or any part of the subject matter of this Order, or
- b. in any manner advertise or publish the fact that Buyer has placed this Order.

SELLER'S DATA:

1. Seller agrees that all data or information, regardless of form and including but not limited to tapes, photo prints and other graphic information, furnished with Item(s) or required to be furnished by this Order, together with any information furnished orally, shall be free from proprietary restriction. Data for which a restrictive use marking is authorized herein or by special agreement, may be duplicated and used by Buyer as required.
2. To the extent that Seller establishes a claim to statutory copyright in any data first produced and furnished in the performance of this Order, Seller grants the Buyer a royalty-free, perpetual, nonexclusive, irrevocable, worldwide license to publish, distribute, translate, duplicate, exhibit, or perform any such data copyrighted by the Seller with the right to grant sublicenses.

GENERAL TERMS AND CONDITIONS OF THE PURCHASE ORDER

3. Seller agrees to grant a license for the benefit of Buyer of the same scope set forth in Section 12.2 to any technical data delivered under this Order that are copyrighted by Seller.
4. Seller further agrees not to knowingly include any material copyrighted by others in technical data delivered under this Order without first obtaining, at no additional cost and for the benefit of Buyer, a license therein.

LICENSE FOR EQUIPMENT SPECIFIC SOFTWARE (AS APPLICABLE):

Software delivered hereunder, either embedded in equipment described herein or specifically designed for use in or with such equipment or Item(s) shall remain the sole and exclusive property of Seller. Seller grants the Buyer a royalty-free, perpetual, worldwide, irrevocable, nonexclusive license to use such software only in or with the equipment or Item(s). Upon such transfer of software and equipment or Item(s), Buyer may make and distribute archival copies of the software.

FERPA:

If Seller requires access to student data for the performance of Services, Seller agrees to comply with the Family Educational Rights and Privacy Act of 1974 (FERPA), and all requirements imposed by or pursuant to applicable regulations of the Department of Education and the Buyer to the end that the rights and privacy of the students enrolled in the Buyers schools are not violated, as follows. No student data will be provided to the Vendor other than student name and grade data that are included on the Order. Any additional information must be collected directly from the student's educational rights holder. Seller recognizes and agrees that such access will be extended in reliance on representations made in this assurance, and that the Buyer shall have the right to revoke such access (including return of all physical forms of such data and destruction of all such electronic data) immediately upon learning of noncompliance by Seller. This assurance is binding Seller on and such persons as may be employed by Seller to assist in any phase of the contractual obligation to the Buyer, including independent contractors. The individual student data will be destroyed when no longer needed for the purpose(s) for which they were obtained.

INDEMNIFICATION:

Seller shall defend, hold harmless and indemnify the Buyer, its Board members, administrators, employees, agents, attorneys and volunteers ("Buyer") from and against all claims, injuries, damages, losses, suits, or demands, including for attorney's fees, arising out of or in connection with the performance of this Order except for injuries and damages caused by the willful misconduct or sole gross negligence of Buyer. The indemnity requirements provided herein shall survive the termination or expiration of the contract.

GENERAL TERMS AND CONDITIONS OF THE PURCHASE ORDER**INSURANCE:**

1. General: Seller shall procure and maintain for the duration of the Order, at its sole expense, insurance against claims for injuries to persons or damages to property which may arise from or in connection with Items supplied and/or Services delivered to Buyer.
2. Minimum Scope of Insurance: Seller shall obtain insurance of the type described below:
 - a. Commercial General Liability insurance shall be at least as broad as Insurance Services Office Commercial General Liability coverage (occurrence form CG 00 01) and include products coverage with limits of at least \$100,000 per occurrence, \$100,000 general aggregate and a \$1,000,000 products liability aggregate limit.
 - b. For Sellers categorized by Buyer in its sole and unfettered discretion as providing high risk services, Commercial General Liability insurance shall be at least as broad as Insurance Services Office Commercial General Liability coverage (occurrence form CG 00 01) and include products coverage with limits of at least \$1,000,000 per occurrence, \$1,000,000 general aggregate.
 - c. Buyer shall be named as an additional insured under Seller's Commercial General Liability insurance policy using ISO Additional Insured-Sellers Endorsement CG 20-15 or a substitute endorsement providing equivalent coverage.
3. Other Insurance Provisions:
 - a. Seller's coverage shall be primary insurance as respects Buyer. Any insurance, self-insurance or insurance pool coverage maintained by Buyer shall be excess of Seller's insurance and shall not contribute with it.
 - b. Seller's insurance shall be endorsed to state that coverage shall not be cancelled, except after thirty (30) days prior written notice provided to Buyer.
4. Acceptability of Insurers: Insurance is to be placed with insurers authorized to do business in California with a current A.M. Best's rating of no less than A-, VII, unless otherwise acceptable to Buyer.
5. Verification of Coverage: Seller shall furnish Buyer with original certificates and endorsements, including but not limited to the additional insured endorsement, evidencing compliance with the insurance requirements above before Items or Services will be accepted by Buyer.

GENERAL TERMS AND CONDITIONS OF THE PURCHASE ORDER

6. Special Risks or Circumstances: Buyer reserves the right to modify these requirements at any time, including limits, based on the nature of the risk, prior experience, insurer, coverage or other special circumstances.

FORCE MAJEURE:

The Seller shall be excused from late and non-delivery of goods hereunder during the time and to the extent that it is prevented from obtaining, delivering or performing in the customary manner by act of God, fire, strike, partial or total interruption of, loss or shortage of transportation facilities, lockout, commandeering of raw materials, products, or facilities by the government, when satisfactory evidence thereof has been presented to the Buyer providing it is satisfactorily established that the late or non-delivery is not due to the fault or negligence of the party not performing.

ASSIGNMENT:

Buyer may assign in whole or in part any of its rights and obligations under this Order without the prior consent of the other party. Seller shall not assign any part of its rights or obligations under this Order without the advance express written consent of Buyer. The terms and conditions of this Order shall bind any permitted successors and assigns of either party.

COMPLIANCE WITH LAWS:

Seller warrants that it will comply with all federal, state, and local laws, including, but not limited to, any statute, rule, regulation, judgment, decree, order or permit applicable to its performance under this Order including any employment, health or safety agency regulations.

REMEDIES, NON-WAIVER AND INVALIDITY:

Any and all failures, delays, or forbearances of either Party in insisting upon or enforcing at any time or times any of the terms and conditions of this Order, or to exercise any rights or remedies under this Order, shall not be construed as a waiver or relinquishment of any such terms and conditions, rights or remedies in those or any other instances; rather, the same shall be and remain in full force and effect. The invalidity in whole or in part of any term and condition contained herein shall not affect the validity of any other term and condition. The rights and remedies provided Buyer pursuant to these terms and conditions shall be cumulative and in addition to any other rights and remedies provided by law or equity. A waiver of a breach of any term and condition hereof shall not constitute a waiver of any other breach.

GENERAL TERMS AND CONDITIONS OF THE PURCHASE ORDER**APPLICABLE LAW:**

This Order shall be governed by, construed and enforced in accordance with the laws of the State of California.

WAIVER:

This Order shall not be amended or modified, nor shall any waiver of any right hereunder be effective unless set forth in a document executed by duly authorized representatives of the parties. The failure to exercise any right under this Order shall not be deemed to be a waiver of such right, and shall not affect the right to enforce each and every right hereof. The waiver of any breach of any term, provision, covenant or condition herein contained shall not be deemed to be a waiver of any: a) subsequent breach of such term, provision, covenant or condition; or b) other term, provision, covenant, or condition.

SEVERABILITY:

If any term or condition of this Order is held invalid or unenforceable for any reason, the remaining provisions of this Order shall continue in full force and effect as if this Order had been executed with the invalid portion eliminated, provided the effectiveness of the remaining portions of this Order will not defeat the overall intent of the parties. In such a situation, the parties agree, to the extent legal and possible, to incorporate a replacement provision to accomplish the originally intended effect.

ENTIRE AGREEMENT:

This Order is intended by the Buyer and Seller as a final expression of their agreement and is intended also as a complete and exclusive statement of the terms of their agreement. No Amendment or change of any kind shall be binding upon Buyer unless in writing and signed by an authorized representative of Buyer.

THE FOLLOWING PROVISIONS ARE REQUIRED IN PURCHASE ORDERS FOR SERVICES THAT ARE RENDERED IN A LIVE IN-PERSON SESSION, CLASS, LAB, OR OTHER APPOINTMENT WHERE STUDENTS AND INSTRUCTORS, TEACHERS, STAFF, OR OTHER VENDOR PERSONNEL ARE TOGETHER.

FINGERPRINT CLEARANCE:

Under Education Code Section 45125.1, Seller including all employees, agents, independent contractors, and subcontractors performing Services under this Order shall obtain and provide fingerprint background clearance through the California Department of Justice (DOJ) screening process to Buyer prior to performing any Services under this Order, Seller will ensure that it and

GENERAL TERMS AND CONDITIONS OF THE PURCHASE ORDER

its employees, agents, independent contractors, and subcontractors performing Services under this Order will not allow any person to provide services or otherwise interact with students whom, per the Buyer, may be deemed to compromise student safety or the integrity of the school. Sellers using their own Originating Agency Identification (ORI) number to provide screening service shall forward all reports received from the DOJ for individuals in contact with the schools students.

CHARTER SCHOOL NAME AND LOGO USE POLICY

The Board of Directors of Motivated Youth Academy (School) owns and has exclusive rights to its name and logo, and prohibits any unauthorized use. The School actively monitors and controls all uses of its logo. Motivated Youth Academy's logo should not be used by any individual or corporation without prior approval. Any vendor wishing to use the School name or logo must submit a vendor application and be pre-approved.

Motivated Youth Academy Name Usage

External collaborators of the School, such as vendors, educational partners, and other non-County Collaborative entities, when referring to Motivated Youth Academy on social media, print marketing, your website, or other forms of public display and non-MY Academy promotional materials, must utilize the form “**Motivated Youth Academy**” or “**MY Academy**” when referring to the School.

Logos For Use By Motivated Youth Academy Vendors

As an approved County Collaborative vendor, you may use the downloadable logo to provide visual identification of your partnership with Motivated Youth Academy. To view the full list of approved vendors, please visit our website.

To ensure the best possible visual impact, please refer to our logo use guidelines:

Logo Placement and Color: Keep the area around the Motivated Youth Academy's verified logo uncluttered and always use the logo's approved color scheme. The logo should always be used in color for online use and should appear in full color on printed materials whenever possible. If full color is not possible, please print the logo in solid black.

Logo Background: The preferred background color for the logo is solid white. The high resolution logo must be used for all print applications. If you have any specific requirements for the logo (color, size, file type), please contact our administration office at admin@myacademy.org.

Logo Size: The Motivated Youth Academy logo may be used in different sizes depending on the dimensions of the printed materials. These logos should not be enlarged beyond their maximum size. Logo quality and resolution should remain intact during printing and use. Avoid stretching and pixelating.

No Modification: The Motivated Youth Academy logo must be used as provided. Please do not

CHARTER SCHOOL NAME AND LOGO USE POLICY

remove, distort, discolor, or alter any element of the logo.

Unauthorized Use: As a Motivated Youth Academy partner, please contact us if you feel our logo is being used inappropriately or by an individual or corporation that is not an approved vendor. To report unauthorized use of the Motivated Youth Academy logo, please contact our administration office at admin@myacademy.org.

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RECORD RETENTION AND DISPOSAL POLICY

Purpose

The records of Motivated Youth Academy (“MYA” or the “Charter School”) are important to the efficient and effective operation of the Charter School. MYA records include those produced by MYA’s administrators, employees, volunteers, and board members, both in electronic and paper form, when acting in the course and scope of their roles at MYA, and/or using MYA’s computers, email accounts, or other electronic ~~storages~~ storage devices owned or controlled by MYA. Items that may seem unimportant, such as interoffice emails, desktop calendars, and printed memoranda nonetheless may be considered records under this Policy.

The purpose of this Policy is to ensure that necessary records of MYA are adequately protected and maintained, and to ensure that records no longer needed by MYA or that are of no value are appropriately discarded at the proper time. This Policy should also aid administrators, employees, volunteers, and board members of MYA (sometimes referred to herein as “you”) in understanding obligations in retaining electronic documents, including e- mail, web files, text files, sound and movie files, .pdf documents, and Microsoft Office or other native-formatted files. If you are ever uncertain as to any procedures set forth in this Policy (e.g., what records to retain or destroy, when to do so, or how), it is your responsibility to seek direction from the Administrator of this Policy (defined below).

Policy and Scope

This is MYA’s formal policy (the “Policy”) regarding the retention and destruction of records, including electronic documents. This Policy applies to all physical records generated in the course of MYA’s operation, including both original documents and reproductions. It also applies to electronic documents.

The goals of this Policy are to:

- Retain important documents for reference and future use;
- Delete or dispose of documents that are no longer necessary for the operation of MYA;
- Organize important documents for efficient retrieval; and
- Ensure that MYA’s administrators, employees, volunteers, and board members know which documents should be retained, the length of their retention, means of storage, and when and how they should be destroyed.

Federal and state laws require MYA to maintain certain types of records for particular periods. Failure to maintain such records could subject MYA to penalties and fines, obstruct justice, affect evidence, and/or

RECORD RETENTION AND DISPOSAL POLICY

seriously harm MYA’s position in a tax or litigation matter. Thus, it is important that you understand and comply with this Policy and any future records retention or destruction policies and schedules. Notwithstanding anything contrary in this Policy, you should retain and seek direction from the Administrator concerning any records which you reasonably believe:

- (i) are or could be relevant to any future tax or litigation matter;
- (ii) arise from a dispute that could lead to litigation; or
- (iii) pertain to a lawsuit in which MYA is a party. In such situations, MYA must preserve records unless or until MYA’s legal counsel determines that the records are no longer needed.

“Records” discussed herein refers to all business records of MYA (and is used interchangeably with “documents”), including written, printed, and recorded materials, as well as electronic records (i.e., e-mails and documents saved electronically). All records shall be retained for a period no longer than necessary for the proper conduct and functioning of MYA. No business records shall be retained longer than seven (7) years, except those that: (i) have periods provided for herein; (ii) are in the Record Retention Schedule, found at Appendix A; or ~~(iii)~~ **(iii)** are specifically exempted by the Administrator.

Administration and Oversight

Attached as **Appendix A** is a Record Retention Schedule (the “RRS”) that is approved as the initial maintenance, retention, and disposal schedule for physical records of MYA and the retention and disposal of electronic documents. The RRS lists several categories of records, as well as specific records that contain specific retention periods. The Executive Director of MYA (the “Administrator”) or designee is the officer in charge of the administration of this Policy and the implementation of processes and procedures to ensure that the Record Retention Schedule is followed. The Administrator is also authorized to: (i) make modifications to the RRS from time to time to ensure that it is in compliance with local, state and federal laws and includes the appropriate document and record categories for MYA; (ii) monitor local, state and federal laws affecting record retention; (iii) annually review the record retention and disposal program; and (iv) monitor compliance with this Policy.

To ensure compliance with this Policy, the Administrator is responsible for the following oversight functions:

- Implementing this Policy;
- Ensuring that administrators, employees, volunteers, and board members are properly informed, understand, and follow this Policy and the RRS;

RECORD RETENTION AND DISPOSAL POLICY

- Providing oversight on actual retention and destruction/disposal of documents;
- Ensuring proper storage of documents;
- Periodically following-up with counsel to ensure proper retention periods are in place;
- Suspending the destruction of documents upon actual or foreseeable litigation; and
- Keeping administrators, employees, volunteers, and board members apprised of changes in relation to this Policy or the RRS.

The Administrator shall periodically review this Policy and RRS, modify them accordingly, and inform and educate all MYA administrators, employees, volunteers, and board members on any such changes. All questions relating to document retention and/or destruction should be directly addressed to the Administrator.

How Records are Stored

Tangible Records

Tangible records are those which you must physically move to store, such as paper records (including records printed versions of electronically saved documents), photographs, audio recordings, advertisements and promotional items. Active records that are retained as set forth in the RRS and need to be easily accessible may be stored in MYA's administration space or equipment. Inactive tangible records that are retained as set forth in the RRS may be sent to an off-site storage facility.

Electronic Records

Electronic mail ("e-mail") that is required to be retained as set forth in the RRS should be either printed and stored as tangible records or stored electronically. MYA utilizes computer applications that duplicate files, which are then backed-up on central servers or by other means. If you have a notebook computer or other portable device from MYA that you work on out of the office, your computer should contain synchronization software that duplicates and backs-up files when you log into the network. In any event, it is important that all employees take precautionary measures to save work and records on MYAs' network drive(s). If you save sensitive or important records on other drives or memory devices, you should duplicate the information in an alternate format so that records are not lost or damaged.

RECORD RETENTION AND DISPOSAL POLICY

Destruction/Deletion of Records

Tangible Records

Tangible records that are not required to be retained as set forth in the RRS should be destroyed by shredding or some other means that will render them unreadable. If you have a record that you do not know how to destroy, such as a photograph, compact disk, or tape recording, ask the advice of the Administrator.

Electronic Records

E-mail records that you “delete” from a device typically remain in MYA’s system. Thus, MYA information technology (“IT”) staff or vendors will be responsible for permanently removing deleted emails from the computer system that are not required to be retained as set forth in the RRS. Permanently deleting a file is usually sufficient in most circumstances to dispose of a record. However, because electronic records can be stored in many locations, MYA’s IT staff or vendor will be responsible for permanently removing deleted files from the entire system. Keep in mind, where duplicate records are involved, both/all copies should be destroyed/deleted, where proper.

Suspension of Record Disposal in the Event of Litigation or Claims

In the event MYA is served with a document subpoena, or an employee becomes aware of a governmental investigation or audit concerning MYA or the commencement of any litigation against or concerning MYA, such employee shall inform the Administrator and any further disposal of documents shall be suspended until such time as the Administrator, with the advice of counsel, determines otherwise. The Administrator shall take such steps as is necessary to promptly inform all staff of any suspension in the further disposal of documents.

RECORD RETENTION AND DISPOSAL POLICY**APPENDIX A - RECORD RETENTION SCHEDULE**

The following types of documents will be retained for the following periods of time. At least one copy of each document will be retained according to the following schedule:

A. CORPORATE RECORDS

Document	Time Period
Articles of Incorporation	Permanent
Corporate Bylaws	Permanent
IRS Form 1023 to file for tax-exempt and/or charitable status	Permanent
IRS Letter of Determination granting tax exempt status	Permanent
State Application for Tax Exempt Status (Form 3500)	Permanent
State Determination Letter granting tax exempt status	Permanent
Board Policies/Resolutions	Permanent
Board and Committee Meeting Minutes	Permanent
Sales Tax Exemption Documents	Permanent
Tax ID Number Designations	Permanent
Annual Corporate Filings	Permanent
Licenses and Permits	Permanent

B. FINANCIAL RECORDS

Document	Time Period
Chart of Accounts	Permanent
Fiscal Policies and Procedures	Permanent
Audits	Permanent

BUSINESS/NON-INSTRUCTIONAL**3130-MYA****RECORD RETENTION AND DISPOSAL POLICY**

Financial Statements	Permanent
General Ledger	Permanent
Check Registers/Books	7 years
Business Expenses Documents	7 years
Bank Statements and Bank Deposit Slips	7 years
Cancelled Checks	7 years
Invoices	7 years
Investment Records (deposit, earning, withdrawals)	7 years
Property and Asset inventories	7 years
Petty cash receipts /documents	7 years
Credit card receipts	7 years

C. INSURANCE RECORDS

Document	Time Period
Property Insurance Policy	Permanent
Directors and Officers Insurance Policy	Permanent
Workers' Compensation Insurance Policy	Permanent
General Liability Insurance Policy	Permanent
Insurance Claims Applications	Permanent
Insurance Disbursements/Denials	Permanent

D. CONTRACTS

Document	Time Period
All Insurance Contracts	Permanent

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Employment Contracts	7 years after termination
Construction Contracts	Permanent
Loan/Mortgage and Real Estate Documents	Permanent
Leases/Deeds	Permanent
Vendor Contracts	7 years
Warranties	7 years

E. LEGAL RECORDS

Document	Time Period
Legal Correspondence	Permanent
Litigation Files	Permanent
Court Orders	Permanent

F. DONATIONS / FUNDRAISING RECORDS

Document	Time Period
Grant Dispersal Contract	Permanent
Donor Lists	7 years
Grant Applications 7 years	7 years
Donor Acknowledgments 7 years	7 years
All requested IRS/grantee correspondence including determination letters and “no change” in exempt status letters	7 years
All evidence of returned grant funds 7 years	7 years

RECORD RETENTION AND DISPOSAL POLICY

G. MANAGEMENT PLANS AND PROCEDURES

Document	Time Period
Strategic Plan	7 years
Staffing, programs, marketing, finance, fundraising and evaluation plans	7 years
Disaster Recovery Plan	7 years

H. PERSONNEL RECORDS

General Principle: Pension documents and supporting employee data shall be kept in such a manner that can establish at all times whether or not any pension is payable to any person and if so the amount of such pension.

Document	Time Period
Recruitment, Hiring and Job Placement Records <ul style="list-style-type: none"> ● Job applications ● Resumes ● Letters of recommendation ● Other job inquiries sent to MYA ● Job advertisements/postings ● Results of non-medical pre-employment tests ● Offers of employment ● Employment agreements ● Signed pre-employment disclosures (employee handbook acknowledgment, complaint procedures, etc.) ● Employee training (harassment prevention, mandated reporting, etc.) ● Employee certificates, credentials, licenses, and other evidence of qualifications ● Certificate of criminal background check clearance (or failure) 	3 years after separation, or for the duration of any claim or litigation regarding hiring practices

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Document	Time Period
<p>Employee Performance and Other Personnel Records</p> <ul style="list-style-type: none"> ● Job descriptions ● Training and testing ● Performance goals ● Performance evaluations ● Written feedback and commendations ● Promotions and demotions ● Letters of reprimand and discipline ● Performance Improvement Plans ● Termination, resignation, lay-offs, etc. ● Notices and letters 	3 years after separation
<p>Employee Medical Leave Records (PDL, FMLA, CFRA, etc.) *</p> <ul style="list-style-type: none"> ● Requests for leave ● Health care provider notes ● Leave calculations ● Records of disputes regarding leave ● Employee benefits related to leave ● Leave policies 	<p>3 years after separation</p> <p>*Records that contain employee confidential medical information should be retained in a separate, secure file.</p>
<p>Employee Wage Records</p> <ul style="list-style-type: none"> ● Employment agreements ● Wage rates and calculations ● Shift schedules (hours and days) ● Time cards ● Individual calculations for absences, sick days, vacation days, etc. ● Itemized wage statements/pay stubs 	<p>3 years after separation</p> <p>Note: If a record is both a wage <i>record</i> and a <i>payroll record</i>, follow the longer retention period.</p>
<p>Employee Payroll Records</p> <ul style="list-style-type: none"> ● Employee name, address, age, and occupation ● Individual wage records ● Regular hourly rate ● Hours worked (daily/weekly) ● Weekly overtime earnings ● Daily and weekly straight time earnings ● Deductions from or additions to wages ● Wages paid each pay period 	Generally, 7 years

BUSINESS/NON-INSTRUCTIONAL**3130-MYA****RECORD RETENTION AND DISPOSAL POLICY**

Document	Time Period
<ul style="list-style-type: none"> ● Pay dates and pay periods ● Unemployment Insurance Records 	
Employment Eligibility (I-9 Forms)	The later of (a) 1 year after separation, or (b) 3 years from date of hire.
Employee Health Records* <ul style="list-style-type: none"> ● First-aid records ● Job injuries ● Drug and alcohol test records 	5 years after separation * Records that contain employee confidential medical information should be retained in a separate, secure file.
Employee Workers' Compensation Records. <ul style="list-style-type: none"> ● Copies of claim forms ● Reports of occupational injury or illness ● Letters of denial of benefits ● Reports to the division of workers compensation ● Benefits paid ● Estimates of future benefits ● Applications to the Workers' Compensation Appeals Board ● Orders and awards of the Workers' Compensation Appeals Board 	5 years after date of injury and 2 years after claim has been closed. * Records that contain employee confidential medical information should be retained in a separate, secure file.
Employee Benefit Records <ul style="list-style-type: none"> ● Benefits elections ● Beneficiary designations ● Eligibility determinations ● COBRA notices ● Summary plan descriptions ● Other welfare benefit plan information (life, health, disability, long-term care, post-retirement medical) 	6 years after separation, but not less than 1 year following a plan termination. * Records required to determine retirement benefits, including 401(k), and similar plans, must be kept indefinitely.
Chemical Safety and Toxic Exposure Records	30 years after separation (medical records of employees who have

RECORD RETENTION AND DISPOSAL POLICY

Document	Time Period
	worked for less than (1) year for the employer need not be retained beyond the term of employment if they are provided to the employee upon the termination of employment)
<p>Note: For simplicity, MYA may choose to keep the majority of an employee's personnel file and other records <i>for the duration of employment plus four (4) years</i>. This time period covers nearly every law, with the exception of three (3) types of records, as outlined above, that must be removed from a file before it is disposed of, and retained for a longer duration:</p> <ul style="list-style-type: none"> ● Pension and welfare plan information (6 years) ● First aid records of job injuries, causing loss of work time (5 years) ● Safety and toxic or chemical exposure records, including safety data sheets (30 years) 	

I. TAX RECORDS

General Principle: MYA must keep books of account or records as are sufficient to establish the amount of gross income, deductions, credits, or other matters required to be shown in any tax return.

These documents and records shall be kept for as long as the contents thereof may become material in the administration of federal, state, and local income, franchise, sales and property tax laws.

Document	Time Period
IRS Annual Tax Filing Form 990	Permanent
FTB Annual Form 199	Permanent
Payroll Registers	Permanent
IRS Form 1099 Filings	7 years
Payroll tax returns and withholding returns	7 years

BUSINESS/NON-INSTRUCTIONAL**3130-MYA****RECORD RETENTION AND DISPOSAL POLICY**

Earnings records	7 years
W-2 statements	7 years

J. STUDENT RECORDS

Document	Time Period
Mandatory Permanent (Original or copy)	5 years after the expected graduation year of a given student, mandatory permanent records are digitized and maintained electronically.
(A) Legal name of student	
(B) Date of Birth	
(C) Method of verification of birth	
(D) Sex of student	
(E) Place of birth	
(F) Name and address of educational rights holder of minor student	
- Address of minor student if different than above.	
- An annual verification of the name and address of the educational rights holder and the residence of the student.	
(G) Entering and leaving date of each school year and for any summer session or other extra session	
(H) Subjects taken during each year, half-year, summer session or quarter	
(I) If marks or credit are given, the mark or number of credits toward graduation allows for work taken.	
(J) Verification of or exemption from required immunizations	
(K) Related Master Agreement (independent study) student	

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documents	
Mandatory Interim (Original or Copy)	At least 3 school years after the student leaves the charter school or usefulness ceases.
(A) A log or record identifying those persons (except authorized School personnel) or organizations requesting or receiving information from the record. The log or record shall be accessible only to the legal parent or guardian or educational rights holder or the eligible people, or a dependent adult pupil, or an adult pupil, or the custodian of records.	
(B) Health information, including Child Health Developmental Disabilities Prevention Program verification or waiver.	
(C) Participation in special education programs, including required tests, case studies, authorizations, and actions necessary to establish eligibility for admission or discharge.	
(D) Language training records	
(E) Progress slips and/or notices as required by Education Code Sections 49066 and 49067	
(F) educational rights holder restrictions regarding access to directory information or related stipulations	
(G) educational rights holder or adult pupil rejoinders to challenged records and to disciplinary action.	
(H) educational rights holder authorizations, or prohibitions of people participation in specific programs.	
(I) results of standardized test administered within the preceding three years.	
Permitted Records (Original or copy)	At least 6 months after the student's completion of or withdrawal from the charter school.
(A) Objective counselor and/or teacher ratings.	
(B) Standardized test results older than three years.	
(C) Routine discipline data (<i>not including expulsion orders</i>).	

RECORD RETENTION AND DISPOSAL POLICY

(D) Verified reports of relevant behavioral patterns.	
(E) All disciplinary notices (<i>not including expulsion orders</i>).	
(F) Attendance records not used for apportionment or compulsory education (<i>i.e. attendance rosters, letters, SART/SARB, contract, etc.</i>).	
Miscellaneous	
Individual student injury record for which a claim was filed	1 year after the claim has been settled or after the statute of limitations has run out.
Emails	If an email falls into one of the above categories for permanent, interim, or permitted records, it shall be printed, placed in the student’s file, and maintained consistent with the time periods above.

K. CORRESPONDENCE AND INTERNAL MEMORANDA

General Principle: Most correspondence and internal memoranda should be retained for the same period as the document they pertain to or support. For instance, a letter pertaining to a particular contract would be retained as long as the contract. It is recommended that records that support a particular project be kept with the project and take on the retention time of that particular project file.

Correspondence or memoranda that do not pertain to documents having a prescribed retention period, or draft correspondence or memoranda, should generally be discarded sooner. These may be divided into two general categories:

- Those pertaining to routine matters and having no significant, lasting consequences may be discarded at any time and at least within two years. Some examples include:
 - Routine letters and notes that require no acknowledgment or follow-up, such as notes of appreciation, congratulations, letters of transmittal, and plans for meetings.

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- Form letters that require no follow-up.
- Letters of general inquiry and replies that complete a cycle of correspondence.
- Letters or complaints requesting specific action that have no further value after changes are made or action taken (such as name or address change).
- Other letters of inconsequential subject matter or that definitely close correspondence to which no further reference will be necessary.
- Chronological correspondence files.

Please note that copies of interoffice correspondence and documents where a copy will be in the originating department file may be read and destroyed, unless that information provides reference to or direction to other documents and must be kept for project traceability.

- Those pertaining to non-routine matters or having significant lasting consequences should generally be retained permanently.

L. ELECTRONIC DOCUMENTS

- **Electronic Mail:** Not all email needs to be retained, depending on the subject matter.
 - All email—from internal or external sources—may be deleted immediately unless the content of the email requires it to be retained under any sections of this Policy. The length of time that an email should be retained should be based upon the content of the email and the category under the various sections of this Policy.
 - Staff will strive to keep all of their e-mail communication related to MYA issues.
 - You will not store or transfer MYA-related e-mail on non-work-related computers except as necessary or appropriate for MYA purposes.
 - You will take care not to send confidential/proprietary information of MYA to outside sources.

- **Electronic Documents**, including Microsoft Office Suite and PDF files.

Retention also depends on the subject matter.

- PDF documents – The length of time that a PDF file should be retained should be based upon the content of the file and the category under the various sections of this Policy.
- Text/formatted files – You will conduct annual reviews of all text/formatted files (e.g., Microsoft Word documents) and will delete all those you consider unnecessary or outdated.

RECORD RETENTION AND DISPOSAL POLICY

MYA does not automatically delete electronic files beyond the dates specified in this Policy, but may do so at its discretion otherwise in accordance with this Policy. It is your responsibility to adhere to the guidelines specified in this Policy.

MYA shall regularly run a tape backup copy or equivalent via remote backup of all electronic files (including e-mail) on MYA's server(s). This backup is a safeguard to retrieve lost information within a one-year retrieval period should documents on the network experience problems. The backup copy is considered a safeguard for the record retention system of MYA, but is not considered an official repository of MYA's records. All monthly and yearly tapes are stored offsite.

In certain cases a document will be maintained in both paper and electronic form. In such cases the official document will be the electronic document.

RECORD RETENTION AND DISPOSAL POLICY**Purpose**

The records of Motivated Youth Academy (“MYA” or the “Charter School”) are important to the efficient and effective operation of the Charter School. MYA records include those produced by MYA’s administrators, employees, volunteers, and board members, both in electronic and paper form, when acting in the course and scope of their roles at MYA, and/or using MYA’s computers, email accounts, or other electronic storage devices owned or controlled by MYA. Items that may seem unimportant, such as interoffice emails, desktop calendars, and printed memoranda nonetheless may be considered records under this Policy.

The purpose of this Policy is to ensure that necessary records of MYA are adequately protected and maintained, and to ensure that records no longer needed by MYA or that are of no value are appropriately discarded at the proper time. This Policy should also aid administrators, employees, volunteers, and board members of MYA (sometimes referred to herein as “you”) in understanding obligations in retaining electronic documents, including e- mail, web files, text files, sound and movie files, .pdf documents, and Microsoft Office or other native-formatted files. If you are ever uncertain as to any procedures set forth in this Policy (e.g., what records to retain or destroy, when to do so, or how), it is your responsibility to seek direction from the Administrator of this Policy (defined below).

Policy and Scope

This is MYA’s formal policy (the “Policy”) regarding the retention and destruction of records, including electronic documents. This Policy applies to all physical records generated in the course of MYA’s operation, including both original documents and reproductions. It also applies to electronic documents.

The goals of this Policy are to:

- Retain important documents for reference and future use;
- Delete or dispose of documents that are no longer necessary for the operation of MYA;
- Organize important documents for efficient retrieval; and
- Ensure that MYA’s administrators, employees, volunteers, and board members know which documents should be retained, the length of their retention, means of storage, and when and how they should be destroyed.

Federal and state laws require MYA to maintain certain types of records for particular periods. Failure to maintain such records could subject MYA to penalties and fines, obstruct justice, affect evidence, and/or

RECORD RETENTION AND DISPOSAL POLICY

seriously harm MYA’s position in a tax or litigation matter. Thus, it is important that you understand and comply with this Policy and any future records retention or destruction policies and schedules. Notwithstanding anything contrary in this Policy, you should retain and seek direction from the Administrator concerning any records which you reasonably believe:

- (i) are or could be relevant to any future tax or litigation matter;
- (ii) arise from a dispute that could lead to litigation; or
- (iii) pertain to a lawsuit in which MYA is a party. In such situations, MYA must preserve records unless or until MYA’s legal counsel determines that the records are no longer needed.

“Records” discussed herein refers to all business records of MYA (and is used interchangeably with “documents”), including written, printed, and recorded materials, as well as electronic records (i.e., e-mails and documents saved electronically). All records shall be retained for a period no longer than necessary for the proper conduct and functioning of MYA. No business records shall be retained longer than seven (7) years, except those that: (i) have periods provided for herein; (ii) are in the Record Retention Schedule, found at Appendix A; or (iii) are specifically exempted by the Administrator.

Administration and Oversight

Attached as **Appendix A** is a Record Retention Schedule (the “RRS”) that is approved as the initial maintenance, retention, and disposal schedule for physical records of MYA and the retention and disposal of electronic documents. The RRS lists several categories of records, as well as specific records that contain specific retention periods. The Executive Director of MYA (the “Administrator”) or designee is the officer in charge of the administration of this Policy and the implementation of processes and procedures to ensure that the Record Retention Schedule is followed. The Administrator is also authorized to: (i) make modifications to the RRS from time to time to ensure that it is in compliance with local, state and federal laws and includes the appropriate document and record categories for MYA; (ii) monitor local, state and federal laws affecting record retention; (iii) annually review the record retention and disposal program; and (iv) monitor compliance with this Policy.

To ensure compliance with this Policy, the Administrator is responsible for the following oversight functions:

- Implementing this Policy;
- Ensuring that administrators, employees, volunteers, and board members are properly informed, understand, and follow this Policy and the RRS;
- Providing oversight on actual retention and destruction/disposal of documents;

RECORD RETENTION AND DISPOSAL POLICY

- Ensuring proper storage of documents;
- Periodically following-up with counsel to ensure proper retention periods are in place;
- Suspending the destruction of documents upon actual or foreseeable litigation; and
- Keeping administrators, employees, volunteers, and board members apprised of changes in relation to this Policy or the RRS.

The Administrator shall periodically review this Policy and RRS, modify them accordingly, and inform and educate all MYA administrators, employees, volunteers, and board members on any such changes. All questions relating to document retention and/or destruction should be directly addressed to the Administrator.

How Records are StoredTangible Records

Tangible records are those which you must physically move to store, such as paper records (including records printed versions of electronically saved documents), photographs, audio recordings, advertisements and promotional items. Active records that are retained as set forth in the RRS and need to be easily accessible may be stored in MYA's administration space or equipment. Inactive tangible records that are retained as set forth in the RRS may be sent to an off-site storage facility.

Electronic Records

Electronic mail ("e-mail") that is required to be retained as set forth in the RRS should be either printed and stored as tangible records or stored electronically. MYA utilizes computer applications that duplicate files, which are then backed-up on central servers or by other means. If you have a notebook computer or other portable device from MYA that you work on out of the office, your computer should contain synchronization software that duplicates and backs-up files when you log into the network. In any event, it is important that all employees take precautionary measures to save work and records on MYAs' network drive(s). If you save sensitive or important records on other drives or memory devices, you should duplicate the information in an alternate format so that records are not lost or damaged.

RECORD RETENTION AND DISPOSAL POLICY**Destruction/Deletion of Records**Tangible Records

Tangible records that are not required to be retained as set forth in the RRS should be destroyed by shredding or some other means that will render them unreadable. If you have a record that you do not know how to destroy, such as a photograph, compact disk, or tape recording, ask the advice of the Administrator.

Electronic Records

E-mail records that you “delete” from a device typically remain in MYA’s system. Thus, MYA information technology (“IT”) staff or vendors will be responsible for permanently removing deleted emails from the computer system that are not required to be retained as set forth in the RRS. Permanently deleting a file is usually sufficient in most circumstances to dispose of a record. However, because electronic records can be stored in many locations, MYA’s IT staff or vendor will be responsible for permanently removing deleted files from the entire system. Keep in mind, where duplicate records are involved, both/all copies should be destroyed/deleted, where proper.

Suspension of Record Disposal in the Event of Litigation or Claims

In the event MYA is served with a document subpoena, or an employee becomes aware of a governmental investigation or audit concerning MYA or the commencement of any litigation against or concerning MYA, such employee shall inform the Administrator and any further disposal of documents shall be suspended until such time as the Administrator, with the advice of counsel, determines otherwise. The Administrator shall take such steps as is necessary to promptly inform all staff of any suspension in the further disposal of documents.

RECORD RETENTION AND DISPOSAL POLICY**APPENDIX A - RECORD RETENTION SCHEDULE**

The following types of documents will be retained for the following periods of time. At least one copy of each document will be retained according to the following schedule:

A. CORPORATE RECORDS

Document	Time Period
Articles of Incorporation	Permanent
Corporate Bylaws	Permanent
IRS Form 1023 to file for tax-exempt and/or charitable status	Permanent
IRS Letter of Determination granting tax exempt status	Permanent
State Application for Tax Exempt Status (Form 3500)	Permanent
State Determination Letter granting tax exempt status	Permanent
Board Policies/Resolutions	Permanent
Board and Committee Meeting Minutes	Permanent
Sales Tax Exemption Documents	Permanent
Tax ID Number Designations	Permanent
Annual Corporate Filings	Permanent
Licenses and Permits	Permanent

B. FINANCIAL RECORDS

Document	Time Period
Chart of Accounts	Permanent
Fiscal Policies and Procedures	Permanent
Audits	Permanent

BUSINESS/NON-INSTRUCTIONAL**3130-MYA****RECORD RETENTION AND DISPOSAL POLICY**

Financial Statements	Permanent
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Business Expenses Documents	7 years
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Invoices	7 years
Investment Records (deposit, earning, withdrawals)	7 years
Property and Asset inventories	7 years
Petty cash receipts /documents	7 years
Credit card receipts	7 years

C. INSURANCE RECORDS

Document	Time Period
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Workers' Compensation Insurance Policy	Permanent
General Liability Insurance Policy	Permanent
Insurance Claims Applications	Permanent
Insurance Disbursements/Denials	Permanent

D. CONTRACTS

Document	Time Period
All Insurance Contracts	Permanent

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Employment Contracts	7 years after termination
Construction Contracts	Permanent
Loan/Mortgage and Real Estate Documents	Permanent
Leases/Deeds	Permanent
Vendor Contracts	7 years
Warranties	7 years

E. LEGAL RECORDS

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Legal Correspondence	Permanent
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RECORD RETENTION AND DISPOSAL POLICY

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Document	Time Period
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General Principle: Pension documents and supporting employee data shall be kept in such a manner that can establish at all times whether or not any pension is payable to any person and if so the amount of such pension.

Document	Time Period
Recruitment, Hiring and Job Placement Records <ul style="list-style-type: none"> ● Job applications ● Resumes ● Letters of recommendation ● Other job inquiries sent to MYA ● Job advertisements/postings ● Results of non-medical pre-employment tests ● Offers of employment ● Employment agreements ● Signed pre-employment disclosures (employee handbook acknowledgment, complaint procedures, etc.) ● Employee training (harassment prevention, mandated reporting, etc.) ● Employee certificates, credentials, licenses, and other evidence of qualifications ● Certificate of criminal background check clearance (or failure) 	3 years after separation, or for the duration of any claim or litigation regarding hiring practices

BUSINESS/NON-INSTRUCTIONAL**3130-MYA****RECORD RETENTION AND DISPOSAL POLICY**

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<p>Employee Performance and Other Personnel Records</p> <ul style="list-style-type: none"> ● Job descriptions ● Training and testing ● Performance goals ● Performance evaluations ● Written feedback and commendations ● Promotions and demotions ● Letters of reprimand and discipline ● Performance Improvement Plans ● Termination, resignation, lay-offs, etc. ● Notices and letters 	3 years after separation
<p>Employee Medical Leave Records (PDL, FMLA, CFRA, etc.) *</p> <ul style="list-style-type: none"> ● Requests for leave ● Health care provider notes ● Leave calculations ● Records of disputes regarding leave ● Employee benefits related to leave ● Leave policies 	<p>3 years after separation</p> <p>*Records that contain employee confidential medical information should be retained in a separate, secure file.</p>
<p>Employee Wage Records</p> <ul style="list-style-type: none"> ● Employment agreements ● Wage rates and calculations ● Shift schedules (hours and days) ● Time cards ● Individual calculations for absences, sick days, vacation days, etc. ● Itemized wage statements/pay stubs 	<p>3 years after separation</p> <p>Note: If a record is both a <i>wage record</i> and a <i>payroll record</i>, follow the longer retention period.</p>
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<ul style="list-style-type: none"> ● Pay dates and pay periods ● Unemployment Insurance Records 	
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Employee Health Records* <ul style="list-style-type: none"> ● First-aid records ● Job injuries ● Drug and alcohol test records 	5 years after separation * Records that contain employee confidential medical information should be retained in a separate, secure file.
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RECORD RETENTION AND DISPOSAL POLICY

Document	Time Period
	worked for less than (1) year for the employer need not be retained beyond the term of employment if they are provided to the employee upon the termination of employment)
<p>Note: For simplicity, MYA may choose to keep the majority of an employee's personnel file and other records <i>for the duration of employment plus four (4) years</i>. This time period covers nearly every law, with the exception of three (3) types of records, as outlined above, that must be removed from a file before it is disposed of, and retained for a longer duration:</p> <ul style="list-style-type: none"> ● Pension and welfare plan information (6 years) ● First aid records of job injuries, causing loss of work time (5 years) ● Safety and toxic or chemical exposure records, including safety data sheets (30 years) 	

I. TAX RECORDS

General Principle: MYA must keep books of account or records as are sufficient to establish the amount of gross income, deductions, credits, or other matters required to be shown in any tax return.

These documents and records shall be kept for as long as the contents thereof may become material in the administration of federal, state, and local income, franchise, sales and property tax laws.

Document	Time Period
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FTB Annual Form 199	Permanent
Payroll Registers	Permanent
IRS Form 1099 Filings	7 years
Payroll tax returns and withholding returns	7 years

BUSINESS/NON-INSTRUCTIONAL**3130-MYA****RECORD RETENTION AND DISPOSAL POLICY**

Earnings records	7 years
W-2 statements	7 years

J. STUDENT RECORDS

Document	Time Period
Mandatory Permanent (Original or copy)	5 years after the expected graduation year of a given student, mandatory permanent records are digitized and maintained electronically.
(A) Legal name of student	
(B) Date of Birth	
(C) Method of verification of birth	
(D) Sex of student	
(E) Place of birth	
(F) Name and address of educational rights holder of minor student	
- Address of minor student if different than above.	
- An annual verification of the name and address of the educational rights holder and the residence of the student.	
(G) Entering and leaving date of each school year and for any summer session or other extra session	
(H) Subjects taken during each year, half-year, summer session or quarter	
(I) If marks or credit are given, the mark or number of credits toward graduation allows for work taken.	
(J) Verification of or exemption from required immunizations	
(K) Related Master Agreement (independent study) student	

Motivated Youth Academy*Policy Adopted: June 15, 2023**Policy Revised: month, day, year**Page 12 of 16*

RECORD RETENTION AND DISPOSAL POLICY

documents	
Mandatory Interim (Original or Copy)	
(A) A log or record identifying those persons (except authorized School personnel) or organizations requesting or receiving information from the record. The log or record shall be accessible only to the legal parent or guardian or educational rights holder or the eligible people, or a dependent adult pupil, or an adult pupil, or the custodian of records.	At least 3 school years after the student leaves the charter school or usefulness ceases.
(B) Health information, including Child Health Developmental Disabilities Prevention Program verification or waiver.	
(C) Participation in special education programs, including required tests, case studies, authorizations, and actions necessary to establish eligibility for admission or discharge.	
(D) Language training records	
(E) Progress slips and/or notices as required by Education Code Sections 49066 and 49067	
(F) educational rights holder restrictions regarding access to directory information or related stipulations	
(G) educational rights holder or adult pupil rejoinders to challenged records and to disciplinary action.	
(H) educational rights holder authorizations, or prohibitions of people participation in specific programs.	
(I) results of standardized test administered within the preceding three years.	
Permitted Records (Original or copy)	
(A) Objective counselor and/or teacher ratings.	At least 6 months after the student's completion of or withdrawal from the charter school.
(B) Standardized test results older than three years.	
(C) Routine discipline data (<i>not including expulsion orders</i>).	

RECORD RETENTION AND DISPOSAL POLICY

(D) Verified reports of relevant behavioral patterns.	
(E) All disciplinary notices (<i>not including expulsion orders</i>).	
(F) Attendance records not used for apportionment or compulsory education (<i>i.e. attendance rosters, letters, SART/SARB, contract, etc.</i>).	
Miscellaneous	
Individual student injury record for which a claim was filed	1 year after the claim has been settled or after the statute of limitations has run out.
Emails	If an email falls into one of the above categories for permanent, interim, or permitted records, it shall be printed, placed in the student's file, and maintained consistent with the time periods above.

K. CORRESPONDENCE AND INTERNAL MEMORANDA

General Principle: Most correspondence and internal memoranda should be retained for the same period as the document they pertain to or support. For instance, a letter pertaining to a particular contract would be retained as long as the contract. It is recommended that records that support a particular project be kept with the project and take on the retention time of that particular project file.

Correspondence or memoranda that do not pertain to documents having a prescribed retention period, or draft correspondence or memoranda, should generally be discarded sooner. These may be divided into two general categories:

- Those pertaining to routine matters and having no significant, lasting consequences may be discarded at any time and at least within two years. Some examples include:
 - Routine letters and notes that require no acknowledgment or follow-up, such as notes of appreciation, congratulations, letters of transmittal, and plans for meetings.
 - Form letters that require no follow-up.

RECORD RETENTION AND DISPOSAL POLICY

- Letters of general inquiry and replies that complete a cycle of correspondence.
- Letters or complaints requesting specific action that have no further value after changes are made or action taken (such as name or address change).
- Other letters of inconsequential subject matter or that definitely close correspondence to which no further reference will be necessary.
- Chronological correspondence files.

Please note that copies of interoffice correspondence and documents where a copy will be in the originating department file may be read and destroyed, unless that information provides reference to or direction to other documents and must be kept for project traceability.

- Those pertaining to non-routine matters or having significant lasting consequences should generally be retained permanently.

L. ELECTRONIC DOCUMENTS

- Electronic Mail:** Not all email needs to be retained, depending on the subject matter.
 - All email—from internal or external sources—may be deleted immediately unless the content of the email requires it to be retained under any sections of this Policy. The length of time that an email should be retained should be based upon the content of the email and the category under the various sections of this Policy.
 - Staff will strive to keep all of their e-mail communication related to MYA issues.
 - You will not store or transfer MYA-related e-mail on non-work-related computers except as necessary or appropriate for MYA purposes.
 - You will take care not to send confidential/proprietary information of MYA to outside sources.
- Electronic Documents**, including Microsoft Office Suite and PDF files.
Retention also depends on the subject matter.
 - PDF documents – The length of time that a PDF file should be retained should be based upon the content of the file and the category under the various sections of this Policy.
 - Text/formatted files – You will conduct annual reviews of all text/formatted files (e.g., Microsoft Word documents) and will delete all those you consider unnecessary or outdated.

RECORD RETENTION AND DISPOSAL POLICY

MYA does not automatically delete electronic files beyond the dates specified in this Policy, but may do so at its discretion otherwise in accordance with this Policy. It is your responsibility to adhere to the guidelines specified in this Policy.

MYA shall regularly run a tape backup copy or equivalent via remote backup of all electronic files (including e-mail) on MYA's server(s). This backup is a safeguard to retrieve lost information within a one-year retrieval period should documents on the network experience problems. The backup copy is considered a safeguard for the record retention system of MYA, but is not considered an official repository of MYA's records. All monthly and yearly tapes are stored offsite.

In certain cases a document will be maintained in both paper and electronic form. In such cases the official document will be the electronic document.

Coversheet

Approval of Second Interim Financial Report

Section: X. Business/Financial Services
Item: A. Approval of Second Interim Financial Report
Purpose: Vote
Submitted by:
Related Material: Second Interim Financial Report Presentation 2026.3.12.pdf



Motivated Youth Academy

January 2026 Financials

Second Interim

3/12/2026 Board Meeting

Highlights

- January variances are primarily on Revenue side for this 2nd Interim reporting.
- FCMAT Calc v26.2a remains in use as the most recently available version.
- Enrollment at 353 (+34), ADA at 302.39 (+5.72), and aligns to the official P-1 Data.
- The Days cash on hand is now projecting at 89 days and includes a June deferral.
- Revenues added \$344K compared to prior projections and is the main highlight.
- Expenses are trending \$12K lower but are mostly close to prior projections.
- The year-end surplus is forecasting at \$655K and increased by \$356K for January.

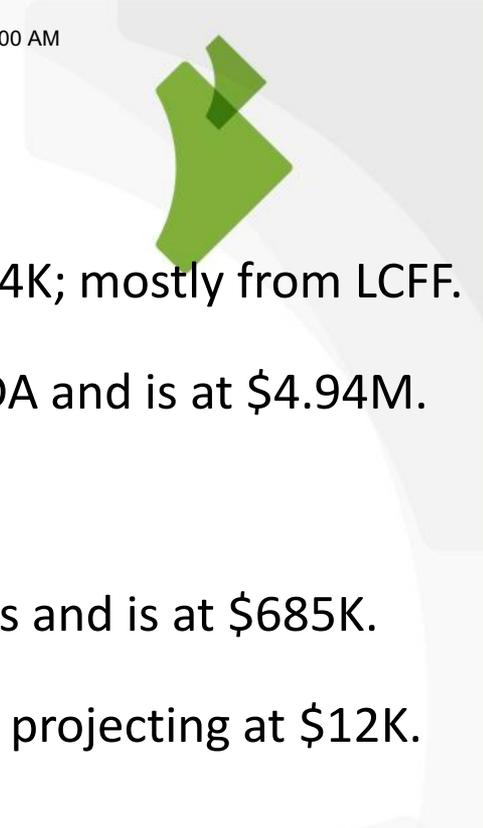
Compliance and Reporting

- 16.01 : 1 Pupil to Teacher – compliant
- 40/80 currently supports an 85% funding determination: FY25-26 is NOT a funding determination year.

Pupil:Teacher Ratio	
16.01 : 1	

Cert.	Instr.
49.4%	72.5%
582,856	(470,234)

Revenue



- Revenues are now forecasting at \$6.23M & increased by \$344K; mostly from LCFF.
- State Aid Revenue added \$342K from the 5.72 increase in ADA and is at \$4.94M.
- Federal Revenues remain unchanged at \$588K.
- Other State Revenue increased slightly by \$1K in AB602 funds and is at \$685K.
- Other Local Revenue added \$1K in Interest this month and is projecting at \$12K.

	Year-to-Date			Annual/Full Year		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
Revenue						
State Aid-Rev Limit	\$ 2,227,862	\$ 1,649,221	\$ 578,640	\$ 4,945,951	\$ 4,377,821	\$ 568,130
Federal Revenue	17,435	307,012	(289,577)	588,360	584,581	3,779
Other State Revenue	242,074	282,818	(40,743)	684,830	676,944	7,886
Other Local Revenue	9,922	3,659	6,264	12,751	6,450	6,301
Total Revenue	\$ 2,497,293	\$ 2,242,709	\$ 254,584	\$ 6,231,892	\$ 5,645,796	\$ 586,096

Expenses

- Expenses are forecasting at \$5.57M and are \$12K less than prior month.
- Personnel costs are \$18K lower but this represents a variance of less than 1%.
- Operational costs increased by \$6K and are mostly from the following line items:
 - Software - \$11K more for School Pathways LLC subscriptions.
 - Other Educational Consultants – \$9K lower at than prior month.
 - General Consulting – \$9K more from KRA Corp. and Acacia HR Solutions.
 - Overall, Expenses remain trending very close to prior projections.

Expenses	Year-to-Date			Annual/Full Year		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
Certificated Salaries	\$ 1,205,891	\$ 1,317,777	\$ 111,886	\$ 2,242,909	\$ 2,334,805	\$ 91,896
Classified Salaries	479,449	451,510	(27,938)	889,106	782,950	(106,156)
Benefits	549,089	626,802	77,713	1,064,254	1,095,942	31,688
Books and Supplies	189,958	139,104	(50,854)	306,666	276,386	(30,280)
Subagreement Services	25,669	47,489	21,819	205,252	215,274	10,022
Operations	89,680	94,208	4,528	178,628	161,500	(17,128)
Facilities	19,159	25,550	6,391	40,340	43,800	3,460
Professional Services	304,713	355,466	50,753	650,013	625,363	(24,650)
Total Expenses	\$ 2,863,608	\$ 3,057,907	\$ 194,299	\$ 5,577,169	\$ 5,536,021	\$ (41,147)



Fund Balance

- The year-end surplus is at \$655K & is 11.7% of total expenses.
- The fund balance is projecting at 37.2% of annual expenses.
- LEA’s financials remain positive & healthy at 2nd Interim.

	Year-to-Date			Annual/Full Year		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
Total Surplus(Deficit)	\$ (366,315)	\$ (815,198)	\$ 448,883	\$ 654,723	\$ 109,775	\$ 544,949
Beginning Fund Balance	<u>1,422,277</u>	<u>1,422,277</u>		<u>1,422,277</u>	<u>1,422,277</u>	
Ending Fund Balance	<u>\$ 1,055,963</u>	<u>\$ 607,079</u>		<u>\$ 2,077,000</u>	<u>\$ 1,532,052</u>	
<i>As a % of Annual Expenses</i>	18.9%	11.0%		37.2%	27.7%	

Appendices

- Monthly Cash Flow / Forecast 25-26
- Budget vs. Actual
- Statement of Financial Position
- Statement of Cash Flows
- Check Register
- AP Aging
- Compliance Reminders

FY25-26 Motivated Youth Academy

Monthly Cash Flow/Forecast FY25-26

Revised 2/27/2026

Actuals Through: Jt

ADA = 302.39



	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
ADA = 296.67																
Revenues																
State Aid - Revenue Limit																
8011 LCFF State Aid	181,072	181,072	325,929	325,929	325,929	325,929	325,929	297,350	379,504	379,504	379,504	379,504	379,505	4,186,662	3,644,449	542,213
8012 Education Protection Account	-	-	13,327	-	-	13,326	-	-	15,120	-	-	-	18,706	60,478	59,334	1,144
8096 In Lieu of Property Taxes	-	-	-	-	209,420	-	-	44,117	148,425	74,213	74,213	74,213	74,212	698,811	674,038	24,773
	181,072	181,072	339,256	325,929	535,349	339,255	325,929	341,467	543,049	453,717	453,717	453,717	472,422	4,945,951	4,377,821	568,130
Federal Revenue																
8181 Special Education - Entitlement	-	-	-	-	-	-	-	-	-	-	-	-	36,510	36,510	36,510	-
8290 Title I, Part A - Basic Low Income	-	-	15,123	-	-	365	-	-	-	-	-	-	46,463	61,951	58,401	3,550
8291 Title II, Part A - Teacher Quality	-	-	1,947	-	-	-	-	-	-	-	-	-	5,833	7,780	7,551	229
8296 Other Federal Revenue	-	-	-	-	-	-	-	-	-	120,530	-	-	361,589	482,119	482,119	-
	-	-	17,070	-	-	365	-	-	-	120,530	-	-	450,395	588,360	584,581	3,779
Other State Revenue																
8311 State Special Education	-	-	-	22,516	20,264	20,264	40,528	19,016	29,030	29,030	29,030	29,030	29,030	267,739	262,675	5,065
8520 Child Nutrition	-	-	-	-	-	-	-	1,611	1,611	1,611	1,611	1,611	3,221	11,274	16,497	(5,223)
8550 Mandated Cost	-	-	-	-	14,125	-	-	-	-	-	-	-	-	14,125	12,388	1,737
8560 State Lottery	-	-	-	-	-	-	22,968	-	-	16,286	-	-	43,298	82,552	80,991	1,562
8598 Prior Year Revenue	-	739	3,839	-	770	-	(3,939)	-	-	-	-	-	-	1,409	-	1,409
8599 Other State Revenue	-	-	-	-	-	-	100,000	2,036	2,036	73,313	2,036	2,036	126,274	307,730	304,394	3,336
	-	739	3,839	22,516	35,159	20,264	159,557	22,662	32,677	120,241	32,677	32,677	201,823	684,830	676,944	7,886
Other Local Revenue																
8660 Interest Revenue	2,795	2,042	1,721	423	-	880	1,475	167	167	167	167	167	-	10,168	2,000	8,168
8698 ASB Fundraising	-	-	-	-	-	-	-	499	499	499	499	-	-	1,996	4,450	(2,454)
8699 School Fundraising	338	250	-	-	-	-	-	-	-	-	-	-	-	588	-	588
	3,133	2,292	1,721	423	-	880	1,475	666	666	666	666	167	-	12,751	6,450	6,301
Total Revenue	184,205	184,103	361,886	348,868	570,508	360,764	486,961	364,795	576,391	695,153	487,059	486,560	1,124,640	6,231,892	5,645,796	586,096
Expenses																
Certificated Salaries																
1100 Teachers' Salaries	53,648	131,099	134,547	147,838	127,356	120,082	120,070	145,798	145,798	145,798	148,298	155,798	-	1,576,130	1,728,464	152,334
1175 Teachers' Extra Duty/Stipends	877	2,136	2,123	2,123	1,755	1,882	1,882	3,394	3,394	3,394	3,394	27,436	-	53,789	15,500	(38,289)
1200 Pupil Support Salaries	24,156	26,567	26,567	26,786	26,594	28,491	26,567	26,426	26,426	26,426	26,426	26,426	-	317,857	317,109	(747)
1300 Administrators' Salaries	23,190	23,291	25,190	25,505	25,190	25,190	25,190	24,478	24,478	24,478	24,478	24,478	-	295,134	273,732	(21,402)
	101,872	183,093	188,426	202,253	180,894	175,645	173,708	200,095	200,095	200,095	202,595	234,137	-	2,242,909	2,334,805	91,896
Classified Salaries																
2100 Instructional Salaries	25,981	26,824	36,536	33,299	29,819	36,504	44,083	40,220	37,720	37,720	37,720	37,720	-	424,145	202,147	(221,998)
2200 Support Salaries	30,790	31,183	31,362	31,529	30,237	31,537	31,323	31,326	31,326	31,326	31,326	31,326	-	374,589	580,804	206,214
2400 Clerical and Office Staff Salaries	4,868	5,867	6,169	1,452	3,191	3,490	3,404	12,386	12,386	12,386	12,386	12,386	-	90,372	-	(90,372)
	61,639	63,874	74,067	66,280	63,246	71,532	78,810	83,931	81,431	81,431	81,431	81,431	-	889,106	782,950	(106,156)
Benefits																
3101 STRS	19,338	34,578	35,712	35,244	33,082	32,302	19,289	41,540	39,040	39,040	39,528	45,682	-	414,373	445,948	31,575
3301 OASDI	3,892	4,329	5,047	5,498	4,338	4,928	5,126	5,604	5,437	5,437	5,437	5,437	-	60,510	48,543	(11,967)
3311 Medicare	2,375	3,513	3,760	3,964	3,506	3,558	3,597	4,272	4,234	4,234	4,272	4,746	-	46,030	45,207	(822)
3401 Health and Welfare	37,963	22,955	27,252	42,581	30,808	50,530	31,232	35,250	35,250	35,250	35,250	33,750	-	418,070	393,750	(24,320)
3501 State Unemployment	123	312	148	166	68	499	3,484	5,483	2,741	1,371	1,371	1,871	-	17,635	25,313	7,678
3601 Workers' Compensation	8,619	(3,273)	746	13,874	-	-	746	4,624	4,588	4,588	4,624	5,582	-	44,719	43,649	(1,071)
3901 Other Benefits	2,582	2,355	(359)	7,347	(4,155)	2,637	2,876	9,745	9,659	9,659	9,745	10,827	-	62,917	93,533	30,616
	74,892	64,769	72,305	108,673	67,646	94,454	66,350	106,517	100,949	99,578	100,226	107,895	-	1,064,254	1,095,942	31,688
Books and Supplies																
4100 Textbooks and Core Curricula	-	-	-	-	-	-	-	1,143	1,083	1,083	1,083	1,083	-	5,477	6,400	923
4302 School Supplies	-	-	-	-	-	15	-	7,905	3,627	3,627	3,627	3,627	-	22,429	22,429	0
4305 Software	113,508	4,905	5,284	14,793	1,668	12,505	10,125	5,412	5,412	5,412	5,412	5,412	-	189,847	146,160	(43,687)
4310 Office Expense	169	4,174	1,294	5,446	1,030	596	194	6,533	6,533	6,533	6,533	6,533	-	45,570	56,900	11,330
4311 Business Meals	100	1,468	815	1,432	475	95	-	663	925	925	925	925	-	8,748	8,000	(748)
4400 Noncapitalized Equipment	-	151	2,263	1,652	-	-	-	2,733	3,300	3,300	3,300	3,300	-	19,999	20,000	1
4700 Food Services	-	-	-	-	3,547	1,158	1,095	2,059	2,059	1,559	1,559	1,559	-	14,596	16,497	1,901
	113,777	10,698	9,656	23,323	6,720	14,370	11,414	26,449	22,940	22,440	22,440	22,440	-	306,666	276,386	(30,280)
Subagreement Services																
5102 Special Education	-	-	7,501	809	4,039	5,635	6,731	6,189	6,189	6,189	6,189	6,189	-	55,660	54,600	(1,060)
5104 Transportation	-	-	-	-	-	-	-	1,017	1,017	1,017	1,017	1,017	-	5,083	6,000	917
5106 Other Educational Consultants	-	-	-	954	-	-	-	27,878	27,878	27,878	27,878	27,878	-	140,342	149,774	9,432
5107 Instructional Services	-	-	-	-	-	-	-	833	833	833	833	833	-	4,167	4,900	733
	-	-	7,501	1,763	4,039	5,635	6,731	35,917	35,917	35,917	35,917	35,917	-	205,252	215,274	10,022
Operations and Housekeeping																
5201 Auto and Travel	765	2,155	1,242	8,234	1,887	10	549	1,984	1,053	1,017	1,017	1,017	-	20,929	20,000	(929)
5300 Dues & Memberships	4,652	1,270	-	(636)	1,324	-	835	2,650	1,250	1,250	1,250	1,250	-	15,095	15,200	105
5400 Insurance	6,480	1,786	1,786	1,786	1,786	1,786	1,786	5,433	4,483	4,083	4,083	4,083	-	39,363	40,400	1,037
5516 Miscellaneous Expense	-	-	-	-	-	-	-	1,066	533	533	533	533	-	3,200	3,200	0

Motivated Youth Academy

Budget vs Actual

For the period ended January 31, 2026



	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Revenue							
State Aid - Revenue Limit							
8011 - LCFF Revenue	\$325,929	\$263,831	\$325,929	\$1,991,789	\$1,348,469	\$643,320	\$3,644,449
8012 - Economic Protection Account Funding	0.00	0.00	0.00	26,653.00	29,667.00	(3,014.00)	59,334.00
8096 - In Lieu of Property Taxes	0.00	43,373.59	0.00	209,419.65	271,084.94	(61,665.29)	674,037.95
Total State Aid - Revenue Limit	325,929.00	307,204.57	325,929.00	2,227,861.65	1,649,221.38	578,640.27	4,377,820.88
Federal Revenue							
8181 - Federal Special Education - IDEA	0.00	0.00	0.00	0.00	0.00	0.00	36,510.00
8290 - Title I, Part A - Basic Low Income	0.00	0.00	0.00	15,488.00	58,401.00	(42,913.00)	58,401.00
8291 - Title II, Part A - Teacher Quality	0.00	0.00	0.00	1,947.00	7,551.00	(5,604.00)	7,551.00
8296 - Other Federal Revenue	0.00	120,529.75	0.00	0.00	241,059.50	(241,059.50)	482,119.00
Total Federal Revenue	0.00	120,529.75	0.00	17,435.00	307,011.50	(289,576.50)	584,581.00
Other State Revenue							
8311 - State Special Education - AB602	40,528.00	19,015.68	40,528.00	103,572.00	97,191.24	6,380.76	262,674.52
8520 - State - Child Nutrition	0.00	1,567.19	0.00	0.00	5,526.41	(5,526.41)	16,496.76
8550 - State - Mandated Cost Reimbursement	0.00	0.00	0.00	14,125.00	12,388.04	1,736.96	12,388.04
8560 - State - State Lottery	22,967.99	16,286.49	22,967.99	22,967.99	16,286.49	6,681.50	80,990.89
8598 - Prior Year Revenues	(3,938.67)	0.00	(3,938.67)	1,409.33	0.00	1,409.33	0.00
8599 - State - Other State Revenue	100,000.00	73,013.01	100,000.00	100,000.00	151,425.38	(51,425.38)	304,393.45
Total Other State Revenue	159,557.32	109,882.37	159,557.32	242,074.32	282,817.56	(40,743.24)	676,943.66
Other Local Revenue							
8660 - Interest Revenue	1,474.66	166.66	1,474.66	9,334.41	1,166.62	8,167.79	1,999.92
8699 - School Fundraising	0.00	489.50	0.00	587.94	2,492.00	(1,904.06)	4,450.00
Total Other Local Revenue	1,474.66	656.16	1,474.66	9,922.35	3,658.62	6,263.73	6,449.92
Total Revenue	486,960.98	538,272.85	486,960.98	2,497,293.32	2,242,709.06	254,584.26	5,645,795.46
Expenses							
Certificated Salaries							
1100 - Certificated Teachers' Salaries	120,069.76	152,774.80	120,069.76	834,640.60	964,589.81	(129,949.21)	1,728,463.81
1175 - Certificated Teachers' Extra Duties/Stipends	1,881.84	1,393.93	1,881.84	12,777.46	8,530.24	4,247.22	15,499.89
1200 - Certificated Pupil Support Salaries	26,566.93	26,425.77	26,566.93	185,727.73	184,980.39	747.34	317,109.24
1300 - Certificated Supervisors' and Administrators' Salaries	25,189.65	22,810.98	25,189.65	172,745.59	159,676.86	13,068.73	273,731.76
Total Certificated Salaries	173,708.18	203,405.48	173,708.18	1,205,891.38	1,317,777.30	(111,885.92)	2,334,804.70
Classified Salaries							
2100 - Classified Instructional Salaries	44,083.13	17,699.70	44,083.13	233,045.84	113,648.19	119,397.65	202,146.69
2200 - Classified Support Salaries	31,323.11	48,588.29	31,323.11	217,960.34	337,862.14	(119,901.80)	580,803.59
2400 - Clerical, Technical, and Office Staff Salaries	3,404.15	0.00	3,404.15	28,442.54	0.00	28,442.54	0.00
Total Classified Salaries	78,810.39	66,287.99	78,810.39	479,448.72	451,510.33	27,938.39	782,950.28
Benefits							
3101 - State Teachers' Retirement System, certificated positions	19,289.29	38,850.48	19,289.29	209,544.56	251,695.68	(42,151.12)	445,948.08
3301 - OASDI/Medicare/Alternative, certificated positions	5,126.20	4,109.85	5,126.20	33,158.46	27,993.60	5,164.86	48,542.85
3311 - Medicare certificated positions	3,596.75	3,910.55	3,596.75	24,272.25	25,654.64	(1,382.39)	45,207.39
3401 - Health and Welfare Benefits, certificated positions	31,231.81	32,812.50	31,231.81	243,320.52	229,687.50	13,633.02	393,750.00
3501 - State Unemployment Insurance, certificated positions	3,484.13	6,328.12	3,484.13	4,799.55	13,921.84	(9,122.29)	25,312.45
3601 - Workers' Compensation Insurance, certificated positions	746.00	3,775.71	746.00	20,711.80	24,770.03	(4,058.23)	43,648.58
3901 - Other Benefits, certificated positions	2,876.17	8,090.80	2,876.17	13,281.93	53,078.60	(39,796.67)	93,532.60
Total Benefits	66,350.35	97,878.01	66,350.35	549,089.07	626,801.89	(77,712.82)	1,095,941.95
Books & Supplies							
4100 - Textbooks and Core Curricula Materials	0.00	533.33	0.00	0.00	3,733.31	(3,733.31)	6,399.96
4302 - School Supplies	0.00	32.71	0.00	15.29	1,389.74	(1,374.45)	22,429.03
4305 - Software	10,125.24	12,180.00	10,125.24	162,788.10	85,260.00	77,528.10	146,160.00
4310 - Office Expense	194.24	4,741.66	194.24	12,903.76	33,191.62	(20,287.86)	56,899.92
4311 - Business Meals	0.00	666.66	0.00	4,385.04	4,666.62	(281.58)	7,999.92
4400 - Noncapitalized Equipment	0.00	29.17	0.00	4,066.44	1,239.25	2,827.19	20,000.24
4700 - Food Services	1,094.74	1,374.73	1,094.74	5,799.64	9,623.11	(3,823.47)	16,496.76
Total Books & Supplies	11,414.22	19,558.26	11,414.22	189,958.27	139,103.65	50,854.62	276,385.83
Subagreement Services							
5102 - Special Education	6,730.87	4,550.00	6,730.87	24,715.49	31,850.00	(7,134.51)	54,600.00
5104 - Transportation	0.00	500.00	0.00	0.00	3,500.00	(3,500.00)	6,000.00
5106 - Other Educational Consultants	0.00	218.47	0.00	954.00	9,280.41	(8,326.41)	149,774.33
5107 - Instructional Services	0.00	408.33	0.00	0.00	2,858.31	(2,858.31)	4,899.96
Total Subagreement Services	6,730.87	5,676.80	6,730.87	25,669.49	47,488.72	(21,819.23)	215,274.29
Professional/Consulting Services							
5801 - IT	7,345.00	8,600.00	7,345.00	52,793.50	60,200.00	(7,406.50)	103,200.00
5802 - Audit and Tax	0.00	0.00	0.00	16,677.30	36,499.98	(19,822.68)	36,499.98
5803 - Legal	477.50	2,391.66	477.50	1,464.70	16,741.62	(15,276.92)	28,699.92
5804 - Professional Development	575.00	1,475.00	575.00	14,150.46	10,325.00	3,825.46	17,700.00
5805 - General Consulting	23,893.06	16,704.16	23,893.06	117,856.33	116,929.12	927.21	200,449.92
5806 - Special Activities	0.00	36.11	0.00	0.00	1,533.94	(1,533.94)	24,756.20
5807 - Bank Charges	25.90	75.00	25.90	376.00	525.00	(149.00)	900.00
5808 - Printing	682.80	466.66	682.80	1,797.13	3,266.62	(1,469.49)	5,599.92
5809 - Other Taxes and Fees	92.00	241.66	92.00	1,486.78	1,691.62	(204.84)	2,899.92
5810 - Payroll Service Fee	0.00	2,125.00	0.00	(1.36)	14,875.00	(14,876.36)	25,500.00
5811 - Management Fee	11,762.00	9,015.40	11,762.00	82,484.00	63,107.80	19,376.20	108,184.80
5812 - District Oversight Fee	0.00	2,764.84	0.00	13,082.58	14,842.97	(1,760.39)	39,400.34
5813 - LACOE Fees	0.00	2,350.00	0.00	2,288.22	4,700.00	(2,411.78)	9,400.00
5814 - SELPA Fees	0.00	665.54	0.00	0.00	3,401.64	(3,401.64)	10,471.38
5815 - Public Relations	0.00	975.00	0.00	257.00	6,825.00	(6,568.00)	11,700.00
Total Professional/Consulting Services	44,853.26	47,886.03	44,853.26	304,712.64	355,465.31	(50,752.67)	625,362.38
Facilities, Repairs & Other Leases							
5601 - Rent	276.30	3,083.33	276.30	16,918.58	21,583.31	(4,664.73)	36,999.96
5602 - Additional Rent	0.00	175.00	0.00	0.00	1,225.00	(1,225.00)	2,100.00
5604 - Other Leases	320.00	391.66	320.00	2,240.00	2,741.62	(501.62)	4,699.92
Total Facilities, Repairs & Other Leases	596.30	3,649.99	596.30	19,158.58	25,549.93	(6,391.35)	43,799.88
Operations & Housekeeping							
5201 - Auto and Travel Expense	549.18	1,666.66	549.18	14,842.97	11,666.62	3,176.35	19,999.92
5300 - Dues & Memberships	835.00	1,266.66	835.00	7,445.00	8,866.62	(1,421.62)	15,199.92
5400 - Insurance	1,786.16	3,366.66	1,786.16	17,196.52	23,566.62	(6,370.10)	40,399.92
5516 - Miscellaneous Expense	0.00	266.66	0.00	0.00	1,866.62	(1,866.62)	3,199.92
5900 - Communications	4,118.11	6,366.66	4,118.11	46,762.20	44,566.62	2,195.58	76,399.92
5901 - Postage and Shipping	36.72	525.00	36.72	3,433.50	3,675.00	(241.50)	6,300.00
Total Operations & Housekeeping	7,325.17	13,458.30	7,325.17	89,680.19	94,208.10	(4,527.91)	161,499.60
Total Expenses	389,788.74	457,800.86	389,788.74	2,863,608.34	3,057,905.23	(194,296.89)	5,536,018.91
Change in Net Assets	97,172.24	80,471.99	97,172.24	(366,315.02)	(815,196.17)	448,881.15	109,776.55
Net Assets, Beginning of Period	958,789.92	0.00	958,789.92	1,422,277.18	0.00	(366,315.02)	0.00
Net Assets, End of Period	\$ 1,055,962.16	\$ 80,471.99	\$ 1,055,962.16	\$ 1,055,962.16	\$ (815,196.17)	\$ 82,566.13	\$ 109,776.55

Motivated Youth Academy
Statement of Financial Position
For the period ended January 31, 2026



	Current Balance	Beginning Balance	YTD Change	YTD % Change
Assets				
Current Assets				
Cash & Cash Equivalents	1,930,395	1,186,219	744,176	63 %
Accounts Receivable	35,252	40,536	(5,283)	(13) %
Public Funding Receivables	62,111	1,054,933	(992,823)	(94) %
Prepaid Expenses	7,519	120,531	(113,013)	(94) %
Total Current Assets	\$ 2,035,276	\$ 2,402,219	\$ (366,943)	(15) %
Total Assets				
Liabilities				
Current Liabilities				
Accounts Payable	(290)	62,196	(62,486)	(100) %
Accrued Liabilities	226,888	315,129	(88,241)	(28) %
Deferred Revenue	752,716	602,617	150,099	25 %
Total Current Liabilities	979,314	979,942	(628)	(0) %
Total Liabilities	979,314	979,942	(628)	(0) %
Net Asset	1,055,962	1,422,277	(366,315)	(26) %
Liabilities & Net Assets	2,035,276	2,402,219	(366,943)	(15) %

MY Academy Charter

Check Register

For the period ended January 31, 2026



Check Number	Vendor	Transaction Description	Check Date	Check Amount
21242	California Schools VEBA	Insurance Svcs - Employee Benefits - 01/26	1/7/2026	\$ 36,924.24
21243	Sage Oak Charter School	Board meeting lodging - 12/11/25	1/8/2026	272.38
21244	Commission on Teacher Credentialing	Application - Shuster, L	1/9/2026	100.00
21245	SchoolsFirst Plan Administration LLC	MYA 457b 01/09/26	1/13/2026	882.25
21246	Commission on Teacher Credentialing	Application - Shuster, L	1/13/2026	100.00
21247	Acacia HR Solutions	Consulting Svcs - 01/26	1/16/2026	5,100.00
21248	Campo Cafe	Meals - 12/25	1/16/2026	1,094.74
21249	Law Office of Young, Minney & Corr. LLP	Legal Svcs - 12/25	1/16/2026	477.50
21250	MarshMcLennan Agency	Workers Comp. - 07/01/25 - 07/01/26 - Installment 8 of 10 - 0	1/16/2026	746.00
21251	San Diego County Office of Education	Fingerprint Svcs - 11/25	1/16/2026	60.00
21252	School Pathways LLC	SIS, SP & PLS Annual Subscriptions - 10/01/25 - 12/31/25	1/16/2026	8,184.19
21253	TSW Therapy, Inc.	SpEd Svcs - 11/25	1/16/2026	835.00
21254	Acacia HR Solutions	Consulting Svcs - 12/25	1/22/2026	5,925.00
21255	Everway LLC	License (1) - 01/08/26 - 01/07/27	1/22/2026	280.99
21256	KRA Corporation	Consulting Svcs - 12/25	1/22/2026	8,718.06
21257	Land's End Business Outfitters	Office Supplies	1/22/2026	106.36
21258	State of California Department of Justice	Fingerprint Svcs - 12/25	1/22/2026	32.00
21259	TSW Therapy, Inc.	SpEd Svcs - 12/25	1/22/2026	1,200.00
21260	MarshMcLennan Agency	Workers Comp. - 07/01/25 - 07/01/26 - Installment 9 of 10 - 0	1/29/2026	746.00
21261	Securian Life Insurance Company	Life Ins - 02/26	1/29/2026	2,033.74
322271620000351	Amazon Capital Services	Office Supplies	1/7/2026	115.47
322271620000352	Larry Albert Alvarado	Stipend - 01/26	1/7/2026	650.00
322271620000353	William W. Hall	Stipend - 01/26 - Additional	1/7/2026	1,100.00
322271620000354	Michael P. Humphrey	Stipend - 01/26 - Additional	1/7/2026	1,100.00
322271620000355	Peter Matz	Stipend - 01/26	1/7/2026	650.00
322271620000356	Steve Fraire	Stipend - 01/26	1/7/2026	650.00
322271620000357	Charter Impact LLC	Business Mgmt Svcs - 01/26	1/7/2026	11,762.00
322271620000358	Alpha Vision Computers, Inc.	Backupify G-Suite - 01/26	1/16/2026	70.00
322271620000359	Amazon Capital Services	Office Supplies	1/16/2026	34.57
322271620000360	Forth and Sons	Web Svcs - QR Codes - 12/25	1/16/2026	50.00
322271620000361	Keyn Group, LLC	Anti-ware Software (50)	1/16/2026	200.00
322271620000362	R&B Communications	Communications Svcs - 12/25	1/16/2026	1,102.00
322271620000363	Specialized Therapy Services, Inc.	SpEd Svcs - 11/25	1/16/2026	4,585.87
322271620000364	Keyn Group, LLC	Anti-ware Software (50)	1/22/2026	7,786.91
322271620000365	Amazon Capital Services	Office Supplies	1/22/2026	24.82
322271620000366	Amazon Capital Services	Office Supplies	1/29/2026	28.49
ACH	Inova	Federal & State Tax Payments for Pay Date 010926	1/8/2026	6,922.50
ACH	Verizon Wireless	Communication Svcs - 12/02/25 - 01/01/26	1/20/2026	1,646.60
ACH	Chase	Chase Ink CC# 0904 Payment 01/26	1/20/2026	9,716.94
ACH	Verizon Wireless	Communication Svcs - 01/06/26 - 02/05/26	1/22/2026	230.22
ACH	Inova	Federal & State Tax Payments for Pay Date 012626	1/23/2026	40,862.38
ACH	Philadelphia Insurance Companies	Ins. 01/26 - Specialty & Training Schools	1/23/2026	1,786.16
ACH	Inova	Federal & State Tax Payments for Pay Date 010926	1/8/2026	6,922.50
Voided - 21244	Void	Void	1/13/2026	Void

Total Disbursements in January \$ 171,815.88

Motivated Youth Academy 60-Day Compliance Calendar January 1, 2026						
Area	Due Date	Description	Completed By	Board Must Approve	Signature Required	Additional Information
FINANCE	by Mar 15	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/fi/ir/interimstatus.asp
FINANCE	Apr-01 or sooner based on Authorizer	Audit Firm Selection - In accordance with Education Code (EC) Section 41020 (b) (3), if the governing board of a Local Educational Agency (LEA) does not have an audit contract in place by April 1, the County Superintendent of Schools, having jurisdiction over the LEA, shall provide for the audit and charge the LEA's fund for the cost incurred.	MYA with Charter Impact support	Yes	No	https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=41020.&lawCode=EDC
FINANCE	Mar-15	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	Apr-01	File a Form 700 - Statement of Economic Interests (SEI) : The requirement is part of the Political Reform Act enacted in 1974, which was passed by California voters to promote integrity in state and local government by helping agency decision makers avoid conflicts between their personal interests and official duties. Depending on your local authorizer's conflict of interest policies, certain charter school officers and employees may be required to file Statements of Economic Interest with a filing officer by the April 1 deadline.	MYA	Yes	Yes	https://www.fppc.ca.gov/Form700.html
FINANCE	Apr-15	Special Education Federal Expenditure Report #2 due to SELPA - Interim financial reporting for actuals through March 31 are due to SELPA.	Charter Impact	No	No	
FINANCE	Apr-30	Federal Cash Management - Period 4 - The Title I, Part A; Title I, Part D, Subpart 2; Title II, Part A; Title III LEP; Title III Immigrant; and Title IV programs under the Elementary and Secondary Education Act of 1965 (ESEA), as amended by the ESSA, will utilize the Federal Cash Management program. Charter schools that are awarded a grant under any of these programs must submit the CMDC report for a particular quarter in order to receive an apportionment for that quarter; CDE will apportion funds to LEAs whose cash balance is below a certain threshold.	Charter Impact	No	No	https://www.cde.ca.gov/fg/aa/cm/
DATA	May-06	CALPADS End-of-Year 1, 2, 3 and 4 - The data submission window opens on May 5, 2026 and closes on June 26, 2026. End-of-Year data includes: Course completion, program eligibility/participation, homeless students, student discipline, cumulative enrollment, student absence, postsecondary, RFEP count, work-based learning indicator, CTE, postsecondary outcomes for Students with Disabilities and SpED.	Charter Impact with Client support	No	No	https://www.cde.ca.gov/ds/sp/cl/
FINANCE	May-15	Extended Due Date - Form 990 - The IRS Form 990 is the annual information return filed by most non-profit charter schools. The form should be reviewed and accepted by the Board prior to filing.	Client/Audit firm	Yes	No	http://www.publiccounsel.org/useful_materials?id=0025
FINANCE	Board approval before June 30	Local Control and Accountability Plan - The LCAP is a three-year plan that describes the goals, actions, services, and expenditures to support positive student outcomes that address state and local priorities. The LCAP provides an opportunity for local educational agencies (LEAs) to share their stories of how, what, and why programs and services are selected to meet their local needs. The components of the LCAP for the 2026-2027 LCAP year must be posted as one document assembled in the following order: LCFF Budget Overview for Parents Plan Summary Engaging Educational Partners Goals and Actions Increased or Improved Services for Foster Youth, English Learners, and Low-income students Action Tables Instructions The LCAP must be presented at the same public meeting as the budget, preceding the budget hearing. Local Indicators Report - Information Item LCAP Public Hearing Approval of the LCAP (Adoption) Approval of the Budget (Adoption)	Client with Charter Impact support	Yes	No	https://www.cde.ca.gov/re/lc/

Coversheet

Approval of CliftonLarsonAllen LLP (CLA) Annual Audit Engagement Services and Tax Entity Compliance Statement of Work

Section: X. Business/Financial Services
Item: B. Approval of CliftonLarsonAllen LLP (CLA) Annual Audit Engagement Services and Tax Entity Compliance Statement of Work
Purpose: Vote
Submitted by: Gigi Lenz
Related Material:
CliftonLarsonAllen LLP (CLA) Statement of Work - Annual Audit Engagement Services (Renewal).pdf
CliftonLarsonAllen LLP (CLA) Tax Entity Compliance Statement of Work (Renewal).pdf

BACKGROUND:

Approval of the attached Statements of Work with CliftonLarsonAllen LLP (CLA) will authorize the continuation of annual audit and tax compliance services for Motivated Youth Academy for the fiscal year ending June 30, 2026. The audit engagement includes the independent audit of the school's financial statements, evaluation of supplementary financial information, and reporting on compliance with applicable laws and regulations in accordance with U.S. Generally Accepted Auditing Standards (GAAS), Government Auditing Standards, and the California State Audit Guide for K-12 Local Education Agencies.

Additionally, CLA will provide tax compliance services including the preparation and filing of the organization's federal and state tax-exempt returns, including IRS Form 990, based on financial information provided by the organization. These services support the school's ongoing compliance with federal and state tax reporting requirements. Approval of these agreements ensures continuity of required financial oversight, regulatory compliance, and timely completion of annual audit and tax reporting obligations for the 2025-2026 fiscal year.

RECOMMENDATION:

It is recommended the Board approve the CliftonLarsonAllen LLP (CLA) Annual Audit Engagement Services and Tax Entity Compliance Statement of Work for Motivated Youth Academy (#1628).

Fiscal Impact:

Annual Audit Engagement Services: \$23,000.00

Tax Entity Compliance Statement of Work: \$4,750.00



February 16, 2026

Statement of Work - Audit Services

This agreement constitutes a statement of work ("SOW") under the master service agreement ("MSA") dated October 30, 2023, or superseding MSA, made by and between CliftonLarsonAllen LLP ("CLA," "we," "us," and "our") and Motivated Youth Academy ("you," "your," or "the entity"). We are pleased to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services CLA will provide for the entity as of and for the year ended June 30, 2026.

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

Scope of audit services

We will audit the financial statements of Motivated Youth Academy, which comprise the financial statements identified below, and the related notes to the financial statements (collectively, the "financial statements") as of and for the year ended June 30, 2026.

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

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

Nonaudit services

We will also provide the following nonaudit services:

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

Audit objectives

The objectives of our audit of the financial statements are to obtain reasonable assurance about whether the

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

Our audit will be conducted in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and the 2025-2026 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting, published by the Education Audit Appeals Panel (State Audit Guide). Those standards require us to be independent of the entity and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. Our audit will include tests of your accounting records and other procedures we consider necessary to enable us to express such an opinion.

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

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

We will provide an opinion (or disclaimer of opinion) on compliance with requirements described in the 2025-26 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting, published by the Education Audit Appeals Panel. The State Compliance report will include a paragraph that states that the purpose of the report over compliance is to express an opinion on compliance with the types of requirements described in the 2025-26 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting; however, that the audit does not provide a legal determination of the entity's compliance.

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

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

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

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

It is our understanding that our auditors' report will be included in your annual report which is comprised of Local Education Agency Organization Structure and that your annual report will be issued concurrent with the financial statement audit. Our responsibility for other information included in your annual report does not extend beyond the financial information identified in our opinion on the financial statements. We have no responsibility for determining whether such other information is properly stated and do not have an obligation to perform any procedures to corroborate other information contained in your annual report. We are required by professional standards to read the other information and consider whether a material inconsistency exists between the other information and the financial statements because the credibility of the financial statements and our auditors' report thereon may be undermined by material inconsistencies between the audited financial statements and other information. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Auditor responsibilities, procedures, and limitations

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

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

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and evaluate whether audit evidence obtained is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of the entity and its environment, including the system of internal control, relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the amounts and disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on our evaluation of audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for a reasonable period of time.

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

- Management Override of Controls
- Revenue Recognition

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

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

Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting fraud or errors that are material to the financial statements and to preventing and detecting misstatements resulting from noncompliance with provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will

be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. An audit is not designed to provide assurance on internal control or to identify deficiencies, significant deficiencies, or material weaknesses in internal control. However, we will communicate to you in writing significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we identify during the audit that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the State Audit Guide.

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

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

The California Department of Education and State Controller's Office requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with state statutes and regulations. Our procedures will consist of tests of transactions and other applicable procedures described in the State Audit Guide for the types of compliance requirements applicable to the entity. The purpose of these procedures will be to express an opinion on the entity's compliance with requirements applicable to the State Audit Guide.

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

Management responsibilities

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

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

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

to continue as a going concern for one year after the date the financial statements are available to be issued.

Management is responsible for compliance with applicable laws and regulations and the provisions of contracts and grant agreements, including compliance with state statutes, regulations, and the terms and conditions of state awards applicable to the entity's state programs. Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for state compliance and for the accuracy and completeness of that information.

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

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

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

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

Management is responsible for the preparation of other information included in your annual report. You agree to provide the final version of such information to us in a timely manner, and if possible, prior to the date of our auditors' report. If the other information included in your annual report will not be available until after the date of our auditors' report on the financial statements, you agree to provide written representations indicating that (1) the information is consistent with the financial statements, (2) the other information does not contain material misstatements, and (3) the final version of the documents will be provided to us when available, and prior to issuance of the annual report by the entity, so that we can complete the procedures required by professional standards. Management agrees to correct material inconsistencies that we may identify. You agree to include our auditors' report in any document containing financial statements that indicates that such financial statements have been audited by us.

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

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

Responsibilities and limitations related to nonaudit services

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

Use of financial statements

Should you decide to include or incorporate by reference these financial statements and our auditors' report(s) thereon in a future private placement or other offering of equity or debt securities, you agree that we are under no obligation to re-issue our report or provide consent for the use of our report in such a

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

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

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

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

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

Engagement administration and other matters

We expect to begin our audit on approximately April 1, 2026.

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

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

The audit documentation for this engagement is the sole and exclusive property of CLA and constitutes

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

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

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

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

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

Fees

Our professional fee is \$23,000.00. We will also bill for expenses (including travel, report production, word processing, postage, internal and administrative charges, etc.) plus a technology and client support fee of five percent (5%) of all professional fees billed. This estimate is based on anticipated cooperation from your personnel and their assistance with locating requested documents and preparing requested schedules. If the requested items are not available on the dates required or are not accurate, the fees and expenses will likely be higher. Our invoices, including applicable state and local taxes, will be rendered as work progresses and are payable on presentation.

There is a ten percent withholding clause per Education Code 14505.

Bill to be mailed on

March 2026

Amount to be billed

One-third of our professional fees

June 2026
November 2026

One-third of our professional fees
One-third of our professional fees

Estimated fees based on the 2025-26 State Audit Guide dated July 1, 2025.

Unexpected circumstances

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

Changes in accounting and audit standards

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

Agreement

We appreciate the opportunity to provide the services described in this SOW related to the MSA. All terms and provisions of the MSA shall apply to these services. If you agree with the terms of this SOW, please sign below to indicate your acknowledgement and understanding of, and agreement with, this SOW.

Sincerely,

CliftonLarsonAllen LLP

Response:

This letter correctly sets forth the understanding of Motivated Youth Academy.

CLA
CLA

Lili Huang

Lili Huang, Principal

SIGNED 2/16/2026, 10:19:19 AM PST

Client
Motivated Youth Academy

SIGN: _____

Bill Dobson, Interim Executive Director

DATE: _____

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IN EMAIL



Date: February 16, 2026

Statement of Work - Tax Exempt Returns and Filings

This agreement constitutes a statement of work (“SOW”) under the master service agreement (“MSA”) dated October 30, 2023, or any superseding MSA, made by and between CliftonLarsonAllen LLP (“CLA,” “we,” “us,” and “our”) and Motivated Youth Academy (“you,” “your,” or “the organization”). The purpose of this SOW is to confirm our understanding of the scope of services, responsibilities, limitations, and related terms of our engagement for the year ended June 30, 2026.

Our responsibility to you

We will prepare the entity's federal and state returns and filings as defined herein in accordance with the applicable tax laws. We will use our judgment in resolving questions where the law is unclear, and where there is reasonable authority, we will resolve questions in your favor whenever possible.

We will not audit or otherwise verify the accuracy or completeness of the information we receive from you for the preparation of the returns and filings, and our engagement cannot be relied upon to uncover errors or irregularities in the underlying information.

Your responsibilities

It is your responsibility to provide us with all of the information needed to prepare complete and accurate returns and filings. We will have no obligation to prepare the returns and filings until you have provided such information to us. It is your responsibility to comply with all foreign jurisdiction filing requirements. We have no obligation to prepare returns for foreign jurisdictions.

CLA requires that you provide information 60 days prior to the filing deadline. If you provide information after that date, we may be unable to complete the return(s) by the original filing deadline and may need to file an extension. If an extension is filed and information is not provided by 60 days prior to the extended filing deadline, we may be unable to complete your return(s) by the extended due date. Failure to timely file your return(s) or to file for an extension can result in penalties which can be substantial.

The United States Supreme Court ruled in *South Dakota versus Wayfair* that physical presence is no longer required to establish nexus for sales tax. This ruling may have broad implications, even beyond sales tax, as to where an entity is subject to tax. Please note that if the entity had a taxable presence in more than one jurisdiction, such as an employee or agent within the jurisdiction, any tangible property owned or rented within the jurisdiction, or if the entity exceeds any applicable economic nexus thresholds, the entity, its owners, or related entities may be subject to state or local income, sales, use, franchise, or gross receipts tax in that jurisdiction depending upon the particular facts. It is the entity's responsibility, not CLA's, to

determine if assistance is needed in deciding whether the entity, its owners, or related entities may be liable for income, sales, use, franchise, or gross receipts tax, or have a filing requirement in the various state or local jurisdictions.

It is important for you to identify any ownership OR signature authority over a foreign bank account or other foreign financial assets which includes but is not limited to foreign: stocks, mutual funds, partnerships, bonds, retirement accounts, estates, trusts, annuities, swaps, and derivatives. Failure to disclose penalties can be significant, starting at \$10,000 and can be upwards of 50 percent of the value of the asset. Please provide account statements if you have any foreign account ownership or signature authority. Note that these rules do not apply to foreign investments held by U.S. mutual funds. In addition, ownership in a foreign business entity (association, corporation, disregarded entity, or partnership) could trigger additional U.S. foreign informational reporting requirements. These reporting requirements require the disclosure of ownership, financial information, and related-party transactions. Failure to properly disclose ownership, related-party transactions, and the required information could trigger a penalty of up to \$25,000 penalty per filing. We cannot be held responsible if you fail to identify or provide such information to us.

For all nonattest services we may provide to you, including these tax services, management agrees to assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience to understand and oversee the services; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. Management is also responsible for ensuring that your data and records are complete and that you have received sufficient information to oversee the services. You are responsible to carefully review the returns and filings that we prepare on your behalf before they are signed and submitted to tax authorities. We will advise you with regard to tax positions taken in the preparation of the returns and filings, but the responsibility for the returns and filings remains with you.

Section 174 capitalization requirement

For tax years beginning after December 31, 2021, research and experimental (“R&E”) expenditures under Internal Revenue Code Section 174 were required to be capitalized and amortized. The legislation referred to as the “One Big Beautiful Bill Act” (the “Act”), signed on July 4, 2025, modified these rules.

The Act reinstated the ability to fully expense domestic R&E expenditures for tax years beginning after December 31, 2024. Unamortized domestic R&E expenditures from 2022 through 2024 can be deducted in 2025. Alternatively, they can be deducted ratably in 2025 and 2026. Additionally, small business taxpayers may elect to deduct such unamortized expenditures for tax years 2022 through 2024 on amended income tax returns if filed by July 4, 2026. Note that amending prior year tax returns may reduce previously claimed research and development tax credits and result in other impacts to prior year tax liabilities.

The Act did not change the treatment of foreign R&E expenditures. Therefore, such expenditures must continue to be identified, capitalized, and amortized over 15 years.

We are available to model and analyze the impacts of each option available to you under the Act. Such services, if requested, will be covered under a separate SOW.

Beneficial ownership information reporting

Under the Corporate Transparency Act (CTA), foreign entities (non-US entities) doing business in the U.S. are required to report information to the Financial Crimes Enforcement Network (FinCEN) as to their beneficial ownership. It is your responsibility to prepare and submit any BOI report to FinCEN that is required under the CTA. In addition, certain states may have beneficial ownership disclosure requirements for foreign and domestic entities. We have no obligation to identify any filing requirements or provide any services related to BOI reporting.

Tax examinations

All returns and filings are subject to potential examination by the IRS and state taxing authorities. In the event of an examination, we will be available, at your request, to assist or represent you. Services in connection with tax examinations are not included in our fee for preparation of your returns and filings. Our fee for such services will be billed to you, along with any direct costs.

Record retention

You are responsible for retaining all documents, records, canceled checks, receipts, or other evidence in support of information and amounts reported on your returns and filings. These items may be necessary in the event a taxing authority examines or challenges your returns or filings. These records should be kept for at least seven years. Your copy of the returns and filings should be retained indefinitely.

If carryover item(s) exist (e.g., capital loss, net operating loss, tax credits, etc.), you should retain the supporting records related to the carryover item(s) until the item has either been utilized (and the statute of limitations associated with the year of utilization has expired) or the carryforward period has expired.

In preparing the returns and filings, we rely on your representation that you understand and have complied with these documentation requirements. You are responsible for the proper recording of transactions in the books of accounts, for the safeguarding of assets, and for the substantial accuracy of your financial records.

All of the records that you provide to us to prepare your returns and filings will be returned to you after our use. Our working papers, including any copies of your records that we chose to make, are our property and will be retained by us in accordance with our established records retention policy. This policy states, in general, that we will retain our working papers for a period of seven years. After this period expires, our working papers and files will be destroyed. Furthermore, physical deterioration or catastrophic events may shorten the time our records are available. The working papers and files of our firm are not a substitute for your records.

Tax consulting services

This statement of work also covers tax consulting services that may arise for which you seek our consultation and advice, both written and oral, that are not the subject of a separate statement of work. These additional services are not included in our fees for the preparation of the federal and state returns and filings. Our fee for such services will be billed to you, along with any direct costs.

We will base our tax analysis and conclusions on the facts you provide to us, and will not independently verify those facts. We will review the applicable tax law, tax regulations, and other tax authorities, all of which are subject to change. At your request, we will provide a memorandum of our conclusions. Written

advice provided by us is for your information and use only and is not to be provided to any third party without our express written consent.

Unless we are separately engaged to do so, we will not continuously monitor and update our advice for subsequent changes or modifications to the tax law and regulations, or to the related judicial and administrative interpretations.

Tax Compliance Services or Form Description	Fee Detail
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IRS Form 990 – Return of Organization Exempt from Income Tax	\$4,750
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Our customary billing practice is to invoice up to 50% of the estimated professional services fees upon receipt of your tax return information, or upon the preparation of an application for an extension of time to file your tax return(s) if earlier. We will continue to periodically bill for our time as work progresses.

Our professional fee reflects that, if needed, CLA will provide you with first and second drafts of each return or filing. Additional drafts requested by you may result in additional professional fees.

Additional charges may apply if you request a paper copy of your return(s), your circumstances are complex, changes to the tax law occur, or unexpected circumstances require additional time. We may apply a 20% surcharge (based on prior year invoice) if you do not provide accurate and complete tax information at least 60 days prior to the extended federal filing deadline, and an additional 5% surcharge for each and every two-week period thereafter until accurate and complete tax information is provided.

We will also bill for expenses (including travel, report production, word processing, postage, internal and administrative charges, etc.) plus a technology and client support fee of five percent (5%) of all professional fees billed. Our invoices, including applicable state and local taxes, will be rendered as work progresses and are payable on presentation.

Termination of agreement

Either party (you or CLA) may terminate this SOW at any time by giving written notice to the other party. In that event, the provisions of this SOW and the MSA shall continue to apply to all services rendered prior to termination.

Agreement

We appreciate the opportunity to provide the services described in this SOW related to the MSA. All terms and provisions of the MSA shall apply to these services. If you agree with the terms of this SOW, please sign below to indicate your acknowledgement and understanding of, and agreement with, this SOW.

CliftonLarsonAllen LLP

Lili Huang
Principal
lili.huang@claconnect.com

Accepted on behalf of:

CLA
CLA

Lili Huang

Lili Huang, Principal

SIGNED 2/16/2026, 10:11:16 AM PST

Client
Motivated Youth Academy

SIGN:

Bill Dobson, Interim Executive Director

DATE:

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IN EMAIL

Coversheet

Approval of Federal Tax Form 990 Return (Draft) and California Tax Form 199 Return (Draft) - Year Ended June 30, 2025

Section: X. Business/Financial Services
Item: C. Approval of Federal Tax Form 990 Return (Draft) and California Tax Form 199 Return (Draft) - Year Ended June 30, 2025
Purpose: Vote
Submitted by: Gigi Lenz
Related Material: 2025 MYA 990 Tax Return Filing 2026.2.27.pdf

BACKGROUND:

Each year, Motivated Youth Academy (MYA) is required to submit IRS Form 990, the Return of Organization Exempt from Income Tax, as part of its compliance obligations as a 501(c)(3) tax-exempt public charter school. The IRS Form 990 provides detailed financial and operational information about the organization and is publicly available to ensure transparency and accountability.

The Form 990 for fiscal year 2025 (July 1, 2024 – June 30, 2025) was prepared by CliftonLarsonAllen LLP (CLA) and has been reviewed by management. The return includes information regarding MYA's revenue, expenses, assets, governance, compensation, and program accomplishments for the reporting period.

Upon Board approval, the authorized officer will sign the electronic filing authorization, and CLA will submit the return electronically to the Internal Revenue Service and the corresponding California Form 199 to the Franchise Tax Board. Copies of the return will also be made available for public inspection in accordance with federal transparency requirements.

RECOMMENDATION:

It is recommended the Board approve the Federal Tax Form 990 Return (Draft) and California Tax Form 199 Return (Draft) - Year Ended June 30, 2025, as prepared by CliftonLarsonAllen (CLA) for Motivated Youth Academy (#1628).

Fiscal Impact: None.



CliftonLarsonAllen LLP
CLAconnect.com

February 26, 2026

Motivated Youth Academy
500 La Terraza Blvd. Suite #150
Escondido, CA 92025
Attention: Bill Dobson

Dear Bill,

Enclosed is the organization's 2024 Exempt Organization return.

Specific filing instructions are as follows.

FORM 990 RETURN:

This return has qualified for electronic filing. After you have reviewed the return for completeness and accuracy, please sign, date and return Form 8879-TE to our office. We will transmit the return electronically to the IRS and no further action is required. Please return Form 8879-TE to us as soon as possible, but no later than by May 15, 2026 the filing deadline.

In addition, tax-exempt organizations must make available for public inspection a copy of their annual returns for the preceding three years and exemption application, if applicable. An organization generally must furnish filings to anyone who requests them in person or in writing. An exempt organization may meet this requirement by posting all the documents on its website or at another organizations site as part of a database of similar materials. Specific requirements must be met to meet this exception.

CALIFORNIA FORM 199 RETURN:

The California Form 199 return has qualified for electronic filing. After you have reviewed your return for completeness and accuracy, please sign, date and return Form 8453-EO to our office. We will then transmit your return to the FTB. Do not mail the paper copy of the return to the FTB.

No payment is required.

A few final reminders relating to your tax return filings:

- There are substantial penalties for failure to properly disclose and report foreign financial accounts and foreign activity. Please make sure you have informed us of any foreign financial accounts or foreign activity so that we have the necessary information to complete any required disclosures or filings.
- Be sure to review the returns prior to signing as you have final responsibility for all information included in the returns. Please contact us if you have any questions or concerns.
- We recommend you keep a paper or electronic copy of your tax returns permanently. Supporting documentation should be kept for a minimum of seven years based on IRS guidance.

CLA exists to create opportunities – for our clients, our people, and our communities. We value our relationship with you and thank you for your trust and confidence in allowing us to serve you. If we can assist you in making strategic, informed decisions in areas of tax or beyond, please contact us as questions arise throughout the year.

Sincerely,

CliftonLarsonAllen LLP

DRAFT



CliftonLarsonAllen LLP
CLAconnect.com

MOTIVATED YOUTH ACADEMY
FORM 990 INCOME TAX RETURN
FOR YEAR ENDED JUNE 30, 2025

DRAFT

***** THIS IS NOT A FILEABLE COPY *****

IRS E-file Signature Authorization for a Tax Exempt Entity

OMB No. 1545-0047

Form 8879-TE

For calendar year 2024, or fiscal year beginning JUL 1, 2024, and ending JUN 30, 2025

2024

Department of the Treasury Internal Revenue Service

Do not send to the IRS. Keep for your records.

Go to www.irs.gov/Form8879TE for the latest information.

Name of filer

MOTIVATED YOUTH ACADEMY

EIN or SSN

46-4505562

Name and title of officer or person subject to tax

BILL DOBSON INTERIM DIRECTOR

Part I Type of Return and Return Information

Check the box for the return for which you are using this Form 8879-TE and enter the applicable amount, if any, from the return. Form 8038-CP and Form 5330 filers may enter dollars and cents. For all other forms, enter whole dollars only. If you check the box on line 1a, 2a, 3a, 4a, 5a, 6a, 7a, 8a, 9a, or 10a below, and the amount on that line for the return being filed with this form was blank, then leave line 1b, 2b, 3b, 4b, 5b, 6b, 7b, 8b, 9b, or 10b, whichever is applicable, blank (do not enter -0-). But, if you entered -0- on the return, then enter -0- on the applicable line below. Do not complete more than one line in Part I.

Table with 3 columns: Line number, Description, and Amount. Includes rows for Form 990, Form 990-EZ, Form 1120-POL, Form 990-PF, Form 8868, Form 990-T, Form 4720, Form 5227, Form 5330, and Form 8038-CP.

Part II Declaration and Signature Authorization of Officer or Person Subject to Tax

Under penalties of perjury, I declare that [X] I am an officer of the above entity or [] I am a person subject to tax with respect to (name of entity) _____, (EIN) _____ and that I have examined a copy of the 2024 electronic return and accompanying schedules and statements, and, to the best of my knowledge and belief, they are true, correct, and complete.

PIN: check one box only

[X] I authorize CLIFTONLARSONALLEN LLP to enter my PIN 91740. Enter five numbers, but do not enter all zeros

as my signature on the tax year 2024 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I also authorize the aforementioned ERO to enter my PIN on the return's disclosure consent screen.

[] As an officer or person subject to tax with respect to the entity, I will enter my PIN as my signature on the tax year 2024 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I will enter my PIN on the return's disclosure consent screen.

Signature of officer or person subject to tax

**** THIS IS NOT A FILEABLE COPY ****

Date

Part III Certification and Authentication

ERO's EFIN/PIN. Enter your six-digit electronic filing identification number (EFIN) followed by your five-digit self-selected PIN.

30742422100

Do not enter all zeros

I certify that the above numeric entry is my PIN, which is my signature on the 2024 electronically filed return indicated above. I confirm that I am submitting this return in accordance with the requirements of Pub. 4163, Modernized e-File (MeF) Information for Authorized IRS e-file Providers for Business Returns.

ERO's signature

MEI-LI HUANG

Date

02/26/26

ERO Must Retain This Form - See Instructions

Do Not Submit This Form to the IRS Unless Requested To Do So

For Privacy Act and Paperwork Reduction Act Notice, see instructions.

Form 8879-TE (2024)

Form **990**

Return of Organization Exempt From Income Tax

OMB No. 1545-0047

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

Do not enter social security numbers on this form as it may be made public.

Go to www.irs.gov/Form990 for instructions and the latest information.

2024

Open to Public Inspection

A For the **2024** calendar year, or tax year beginning **JUL 1, 2024** and ending **JUN 30, 2025**

B Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	C Name of organization MOTIVATED YOUTH ACADEMY Doing business as Number and street (or P.O. box if mail is not delivered to street address) Room/suite 500 LA TERRAZA BLVD. 150 City or town, state or province, country, and ZIP or foreign postal code ESCONDIDO, CA 92025 F Name and address of principal officer: BILL DOBSON SAME AS C ABOVE	D Employer identification number 46-4505562 E Telephone number (619) 343-2048 G Gross receipts \$ 5,519,225. H(a) Is this a group return for subordinates? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No H(b) Are all subordinates included? <input type="checkbox"/> Yes <input type="checkbox"/> No If "No," attach a list. See instructions H(c) Group exemption number
I Tax-exempt status: <input checked="" type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c) () (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527		
J Website: WWW.MYACADEMY.ORG		
K Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other		
L Year of formation: 2013		M State of legal domicile: CA

Part I Summary

	1	Briefly describe the organization's mission or most significant activities: TO OPERATE TUITION FREE CHARTER SCHOOL PROGRAMS WHERE TEACHERS AND PARENTS PARTNER TOGETHER.		
	2	Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.		
Activities & Governance	3	Number of voting members of the governing body (Part VI, line 1a)	3	5
	4	Number of independent voting members of the governing body (Part VI, line 1b)	4	0
	5	Total number of individuals employed in calendar year 2024 (Part V, line 2a)	5	51
	6	Total number of volunteers (estimate if necessary)	6	0
	7a	Total unrelated business revenue from Part VIII, column (C), line 12	7a	0.
	7b	Net unrelated business taxable income from Form 990-T, Part I, line 11	7b	0.
	Revenue	8	Contributions and grants (Part VIII, line 1h)	Prior Year 4,089,815.
9		Program service revenue (Part VIII, line 2g)	0.	0.
10		Investment income (Part VIII, column (A), lines 3, 4, and 7d)	9,011.	11,382.
11		Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	708.	157.
12		Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	4,099,534.	5,519,225.
Expenses		13	Grants and similar amounts paid (Part IX, column (A), lines 1-3)	0.
	14	Benefits paid to or for members (Part IX, column (A), line 4)	0.	0.
	15	Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)	2,924,717.	3,857,220.
	16a	Professional fundraising fees (Part IX, column (A), line 11e)	0.	0.
	b	Total fundraising expenses (Part IX, column (D), line 25)	0.	
	17	Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	1,199,500.	1,398,294.
	18	Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	4,124,217.	5,255,514.
	19	Revenue less expenses. Subtract line 18 from line 12	-24,683.	263,711.
Net Assets or Fund Balances	20	Total assets (Part X, line 16)	Beginning of Current Year 1,908,594.	End of Year 2,402,219.
	21	Total liabilities (Part X, line 26)	750,028.	979,942.
	22	Net assets or fund balances. Subtract line 21 from line 20	1,158,566.	1,422,277.

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here	Signature of officer BILL DOBSON, INTERIM DIRECTOR	Date
	Type or print name and title	
Paid Preparer Use Only	Preparer's name MEI-LI HUANG	Preparer's signature MEI-LI HUANG
	Firm's name CLIFTONLARSONALLEN LLP	Date 02/26/26
	Firm's address 901 VIA PIEMONTE, SUITE 300 ONTARIO, CA 91764	Check if self-employed <input type="checkbox"/> PTIN P02383735
		Firm's EIN 41-0746749
		Phone no. (909) 985-7286

May the IRS discuss this return with the preparer shown above? See instructions Yes No

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III []

1 Briefly describe the organization's mission: TO HONOR STUDENTS AND STAKEHOLDERS BY PROVIDING ONGOING SUPPORT AND SERVANT LEADERSHIP IN A PROFESSIONAL, COHESIVE, AND COLLABORATIVE MANNER. WE WILL STRENGTHEN PROGRAMS THROUGH COLLABORATION, INNOVATION, COMMUNICATION AND THE SHARING OF RESOURCES.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? [] Yes [X] No

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? [] Yes [X] No

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code:) (Expenses \$ 4,679,304. including grants of \$ 0.) (Revenue \$ 0.) OFFERING AN INDEPENDENT STUDY PERSONALIZED LEARNING MODEL FOR STUDENTS IN GRADES 6-12 AND YOUNG ADULTS 19-24. ALLOWING EDUCATIONAL PARTNERS TO SELECT A WIDE VARIETY OF EDUCATIONAL RESOURCES AND MATERIALS FROM APPROVED CONTENT AND COMMUNITY PROVIDERS USING STATE INSTRUCTIONAL FUNDS. THE ORGANIZATION SERVED APPROXIMATELY 300 STUDENTS.

4b (Code:) (Expenses \$ including grants of \$) (Revenue \$)

4c (Code:) (Expenses \$ including grants of \$) (Revenue \$)

4d Other program services (Describe on Schedule O.) (Expenses \$ including grants of \$) (Revenue \$)

4e Total program service expenses 4,679,304.

Part IV Checklist of Required Schedules

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? <i>If "Yes," complete Schedule A</i>	X	
2 Is the organization required to complete <i>Schedule B, Schedule of Contributors</i> ? See instructions		X
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? <i>If "Yes," complete Schedule C, Part I</i>		X
4 Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? <i>If "Yes," complete Schedule C, Part II</i>		X
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Rev. Proc. 98-19? <i>If "Yes," complete Schedule C, Part III</i>		X
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? <i>If "Yes," complete Schedule D, Part I</i>		X
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? <i>If "Yes," complete Schedule D, Part II</i>		X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? <i>If "Yes," complete Schedule D, Part III</i>		X
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability; serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? <i>If "Yes," complete Schedule D, Part IV</i>		X
10 Did the organization, directly or through a related organization, hold assets in donor-restricted endowments or in quasi-endowments? <i>If "Yes," complete Schedule D, Part V</i>		X
11 If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X, as applicable.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? <i>If "Yes," complete Schedule D, Part VI</i>		X
b Did the organization report an amount for investments - other securities in Part X, line 12, that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VII</i>		X
c Did the organization report an amount for investments - program related in Part X, line 13, that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VIII</i>		X
d Did the organization report an amount for other assets in Part X, line 15, that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part IX</i>		X
e Did the organization report an amount for other liabilities in Part X, line 25? <i>If "Yes," complete Schedule D, Part X</i>		X
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? <i>If "Yes," complete Schedule D, Part X</i>	X	
12a Did the organization obtain separate, independent audited financial statements for the tax year? <i>If "Yes," complete Schedule D, Parts XI and XII</i>	X	
b Was the organization included in consolidated, independent audited financial statements for the tax year? <i>If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional</i>		X
13 Is the organization a school described in section 170(b)(1)(A)(ii)? <i>If "Yes," complete Schedule E</i>	X	
14a Did the organization maintain an office, employees, or agents outside of the United States?		X
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? <i>If "Yes," complete Schedule F, Parts I and IV</i>		X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? <i>If "Yes," complete Schedule F, Parts II and IV</i>		X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? <i>If "Yes," complete Schedule F, Parts III and IV</i>		X
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? <i>If "Yes," complete Schedule G, Part I.</i> See instructions		X
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? <i>If "Yes," complete Schedule G, Part II</i>		X
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? <i>If "Yes," complete Schedule G, Part III</i>		X
20a Did the organization operate one or more hospital facilities? <i>If "Yes," complete Schedule H</i>		X
b If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?		
21 Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? <i>If "Yes," complete Schedule I, Parts I and II</i>		X

Part IV Checklist of Required Schedules (continued)

	Yes	No
22 Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? <i>If "Yes," complete Schedule I, Parts I and III</i>		X
23 Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5, about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? <i>If "Yes," complete Schedule J</i>		X
24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? <i>If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a</i>		X
b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		
c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		
d Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?		
25a Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? <i>If "Yes," complete Schedule L, Part I</i>		X
b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? <i>If "Yes," complete Schedule L, Part I</i>		X
26 Did the organization report any amount on Part X, line 5 or 22, for receivables from or payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons? <i>If "Yes," complete Schedule L, Part II</i>		X
27 Did the organization provide a grant or other assistance to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity (including an employee thereof) or family member of any of these persons? <i>If "Yes," complete Schedule L, Part III</i>		X
28 Was the organization a party to a business transaction with one of the following parties? (See the Schedule L, Part IV, instructions for applicable filing thresholds, conditions, and exceptions):		
a A current or former officer, director, trustee, key employee, creator or founder, or substantial contributor? <i>If "Yes," complete Schedule L, Part IV</i>		X
b A family member of any individual described in line 28a? <i>If "Yes," complete Schedule L, Part IV</i>		X
c A 35% controlled entity of one or more individuals and/or organizations described in line 28a or 28b? <i>If "Yes," complete Schedule L, Part IV</i>		X
29 Did the organization receive more than \$25,000 in noncash contributions? <i>If "Yes," complete Schedule M</i>		X
30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? <i>If "Yes," complete Schedule M</i>		X
31 Did the organization liquidate, terminate, or dissolve and cease operations? <i>If "Yes," complete Schedule N, Part I</i>		X
32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? <i>If "Yes," complete Schedule N, Part II</i>		X
33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? <i>If "Yes," complete Schedule R, Part I</i>		X
34 Was the organization related to any tax-exempt or taxable entity? <i>If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1</i>		X
35a Did the organization have a controlled entity within the meaning of section 512(b)(13)?		X
b If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? <i>If "Yes," complete Schedule R, Part V, line 2</i>		
36 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? <i>If "Yes," complete Schedule R, Part V, line 2</i>		X
37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? <i>If "Yes," complete Schedule R, Part VI</i>		X
38 Did the organization complete Schedule O and provide explanations on Schedule O for Part VI, lines 11b and 19?	X	

Note: All Form 990 filers are required to complete Schedule O

Part V Statements Regarding Other IRS Filings and Tax Compliance

Check if Schedule O contains a response or note to any line in this Part V

	Yes	No
1a Enter the number reported in box 3 of Form 1096. Enter -0- if not applicable		
b Enter the number of Forms W-2G included on line 1a. Enter -0- if not applicable		
c Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	X	

Part V Statements Regarding Other IRS Filings and Tax Compliance (continued)

		Yes	No
2a	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return 2a 51		
b	If at least one is reported on line 2a, did the organization file all required federal employment tax returns?	2b	X
3a	Did the organization have unrelated business gross income of \$1,000 or more during the year?	3a	X
b	If "Yes," has it filed a Form 990-T for this year? <i>If "No" to line 3b, provide an explanation on Schedule O</i>	3b	
4a	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	4a	X
b	If "Yes," enter the name of the foreign country _____ See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).		
5a	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?	5a	X
b	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?	5b	X
c	If "Yes" to line 5a or 5b, did the organization file Form 8886-T?	5c	
6a	Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?	6a	X
b	If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?	6b	
7	Organizations that may receive deductible contributions under section 170(c).		
a	Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?	7a	X
b	If "Yes," did the organization notify the donor of the value of the goods or services provided?	7b	
c	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?	7c	X
d	If "Yes," indicate the number of Forms 8282 filed during the year 7d		
e	Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?	7e	X
f	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?	7f	X
g	If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required? ...	7g	
h	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?	7h	
8	Sponsoring organizations maintaining donor advised funds. Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year?	8	
9	Sponsoring organizations maintaining donor advised funds.		
a	Did the sponsoring organization make any taxable distributions under section 4966?	9a	
b	Did the sponsoring organization make a distribution to a donor, donor advisor, or related person?	9b	
10	Section 501(c)(7) organizations. Enter:		
a	Initiation fees and capital contributions included on Part VIII, line 12 10a		
b	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities 10b		
11	Section 501(c)(12) organizations. Enter:		
a	Gross income from members or shareholders 11a		
b	Gross income from other sources. (Do not net amounts due or paid to other sources against amounts due or received from them.) 11b		
12a	Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu of Form 1041?	12a	
b	If "Yes," enter the amount of tax-exempt interest received or accrued during the year 12b		
13	Section 501(c)(29) qualified nonprofit health insurance issuers.		
a	Is the organization licensed to issue qualified health plans in more than one state?	13a	
	Note: See the instructions for additional information the organization must report on Schedule O.		
b	Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans 13b		
c	Enter the amount of reserves on hand 13c		
14a	Did the organization receive any payments for indoor tanning services during the tax year?	14a	X
b	If "Yes," has it filed a Form 720 to report these payments? <i>If "No," provide an explanation on Schedule O</i>	14b	
15	Is the organization subject to the section 4960 tax on payment(s) of more than \$1,000,000 in remuneration or excess parachute payment(s) during the year?	15	X
	If "Yes," see the instructions and file Form 4720, Schedule N.		
16	Is the organization an educational institution subject to the section 4968 excise tax on net investment income?	16	X
	If "Yes," complete Form 4720, Schedule O.		
17	Section 501(c)(21) organizations. Did the trust, or any disqualified or other person engage in any activities that would result in the imposition of an excise tax under section 4951, 4952 or 4953?	17	
	If "Yes," complete Form 6069.		

Part VI Governance, Management, and Disclosure. For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes on Schedule O. See instructions.

Check if Schedule O contains a response or note to any line in this Part VI

Section A. Governing Body and Management

		1a	5	Yes	No
1a	Enter the number of voting members of the governing body at the end of the tax year If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain on Schedule O.		5		
b	Enter the number of voting members included on line 1a, above, who are independent	1b	0		
2	Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?	2			X
3	Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, trustees, or key employees to a management company or other person?	3			X
4	Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?	4			X
5	Did the organization become aware during the year of a significant diversion of the organization's assets?	5			X
6	Did the organization have members or stockholders?	6			X
7a	Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?	7a			X
b	Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?	7b			X
8	Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:				
a	The governing body?	8a		X	
b	Each committee with authority to act on behalf of the governing body?	8b			X
9	Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses on Schedule O	9			X

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

		Yes	No
10a	Did the organization have local chapters, branches, or affiliates?		X
b	If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?		
11a	Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	X	
b	Describe on Schedule O the process, if any, used by the organization to review this Form 990.		
12a	Did the organization have a written conflict of interest policy? If "No," go to line 13	X	
b	Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	X	
c	Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe on Schedule O how this was done	X	
13	Did the organization have a written whistleblower policy?	X	
14	Did the organization have a written document retention and destruction policy?	X	
15	Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?		
a	The organization's CEO, Executive Director, or top management official	X	
b	Other officers or key employees of the organization If "Yes" to line 15a or 15b, describe the process on Schedule O. See instructions.	X	
16a	Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?		X
b	If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?		

Section C. Disclosure

- 17 List the states with which a copy of this Form 990 is required to be filed CA
- 18 Section 6104 requires an organization to make its Forms 1023 (1024 or 1024-A, if applicable), 990, and 990-T (section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.
 Own website Another's website Upon request Other (explain on Schedule O)
- 19 Describe on Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.
- 20 State the name, address, and telephone number of the person who possesses the organization's books and records
BILL DOBSON - (619) 343-2048
500 LA TERRAZA BLVD #150, ESCONDIDO, CA 92025

Part VIII Statement of Revenue

Check if Schedule O contains a response or note to any line in this Part VIII

			(A)	(B)	(C)	(D)	
			Total revenue	Related or exempt function revenue	Unrelated business revenue	Revenue excluded from tax under sections 512 - 514	
Contributions, Gifts, Grants and Other Similar Amounts	1 a	Federated campaigns	1a				
	b	Membership dues	1b				
	c	Fundraising events	1c				
	d	Related organizations	1d				
	e	Government grants (contributions)	1e	5,507,686.			
	f	All other contributions, gifts, grants, and similar amounts not included above	1f				
	g	Noncash contributions included in lines 1a-1f	1g	\$			
	h	Total. Add lines 1a-1f		5,507,686.			
Program Service Revenue	2 a		Business Code				
	b						
	c						
	d						
	e						
	f	All other program service revenue					
	g	Total. Add lines 2a-2f					
Other Revenue	3	Investment income (including dividends, interest, and other similar amounts)		11,382.		11,382.	
	4	Income from investment of tax-exempt bond proceeds					
	5	Royalties					
	6 a	Gross rents	(i) Real				
			(ii) Personal				
	b	Less: rental expenses	6b				
	c	Rental income or (loss)	6c				
	d	Net rental income or (loss)					
	7 a	Gross amount from sales of assets other than inventory	(i) Securities				
			(ii) Other				
	b	Less: cost or other basis and sales expenses	7b				
	c	Gain or (loss)	7c				
	d	Net gain or (loss)					
8 a	Gross income from fundraising events (not including \$ _____ of contributions reported on line 1c). See Part IV, line 18						
		8a					
b	Less: direct expenses	8b					
c	Net income or (loss) from fundraising events						
9 a	Gross income from gaming activities. See Part IV, line 19						
		9a					
b	Less: direct expenses	9b					
c	Net income or (loss) from gaming activities						
10 a	Gross sales of inventory, less returns and allowances						
		10a					
b	Less: cost of goods sold	10b					
c	Net income or (loss) from sales of inventory						
Miscellaneous Revenue	11 a	OTHER REVENUE	Business Code	90099	157.	157.	
	b						
	c						
	d	All other revenue					
	e	Total. Add lines 11a-11d			157.		
12	Total revenue. See instructions			5,519,225.	0.	0.	
						11,539.	

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21 ...				
2 Grants and other assistance to domestic individuals. See Part IV, line 22				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	211,811.	211,811.		
6 Compensation not included above to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	2,771,619.	2,714,075.	57,544.	
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)	309,125.	309,125.		
9 Other employee benefits	460,725.	451,731.	8,994.	
10 Payroll taxes	103,940.	101,919.	2,021.	
11 Fees for services (nonemployees):				
a Management	192,783.		192,783.	
b Legal	84,481.		84,481.	
c Accounting	39,900.		39,900.	
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A), amount, list line 11g expenses on Sch O.)	298,660.	159,869.	138,791.	
12 Advertising and promotion				
13 Office expenses	76,398.	74,913.	1,485.	
14 Information technology	288,631.	286,530.	2,101.	
15 Royalties				
16 Occupancy	49,499.	48,537.	962.	
17 Travel	34,213.	34,213.		
18 Payments of travel or entertainment expenses for any federal, state, or local public officials ...				
19 Conferences, conventions, and meetings				
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization				
23 Insurance	30,468.	29,876.	592.	
24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A), amount, list line 24e expenses on Schedule O.)				
a INSTRUCTIONAL MATERIALS	120,939.	120,316.	623.	
b PROF. DEVELOPMENT	111,057.	86,925.	24,132.	
c OTHER TAXES AND FEES	24,989.	19,559.	5,430.	
d FOOD SERVICES	18,179.	14,229.	3,950.	
e All other expenses	28,097.	15,676.	12,421.	
25 Total functional expenses. Add lines 1 through 24e	5,255,514.	4,679,304.	576,210.	0.
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720)				

Part X Balance Sheet

Check if Schedule O contains a response or note to any line in this Part X

		(A) Beginning of year		(B) End of year
Assets	1 Cash - non-interest-bearing	813,556.	1	1,113,542.
	2 Savings and temporary cash investments	615,733.	2	72,677.
	3 Pledges and grants receivable, net		3	
	4 Accounts receivable, net	341,842.	4	1,095,469.
	5 Loans and other receivables from any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		5	
	6 Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), and persons described in section 4958(c)(3)(B)		6	
	7 Notes and loans receivable, net		7	
	8 Inventories for sale or use		8	
	9 Prepaid expenses and deferred charges	137,463.	9	120,531.
	10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10a		
	b Less: accumulated depreciation	10b		10c
	11 Investments - publicly traded securities		11	
	12 Investments - other securities. See Part IV, line 11		12	
	13 Investments - program-related. See Part IV, line 11		13	
	14 Intangible assets		14	
	15 Other assets. See Part IV, line 11		15	
16 Total assets. Add lines 1 through 15 (must equal line 33)	1,908,594.	16	2,402,219.	
Liabilities	17 Accounts payable and accrued expenses	154,802.	17	377,325.
	18 Grants payable		18	
	19 Deferred revenue	595,226.	19	602,617.
	20 Tax-exempt bond liabilities		20	
	21 Escrow or custodial account liability. Complete Part IV of Schedule D		21	
	22 Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		22	
	23 Secured mortgages and notes payable to unrelated third parties		23	
	24 Unsecured notes and loans payable to unrelated third parties		24	
	25 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D		25	
	26 Total liabilities. Add lines 17 through 25	750,028.	26	979,942.
Net Assets or Fund Balances	Organizations that follow FASB ASC 958, check here <input checked="" type="checkbox"/> and complete lines 27, 28, 32, and 33.			
	27 Net assets without donor restrictions	1,158,566.	27	1,422,277.
	28 Net assets with donor restrictions		28	
	Organizations that do not follow FASB ASC 958, check here <input type="checkbox"/> and complete lines 29 through 33.			
	29 Capital stock or trust principal, or current funds		29	
	30 Paid-in or capital surplus, or land, building, or equipment fund		30	
	31 Retained earnings, endowment, accumulated income, or other funds		31	
	32 Total net assets or fund balances	1,158,566.	32	1,422,277.
33 Total liabilities and net assets/fund balances	1,908,594.	33	2,402,219.	

Part XI Reconciliation of Net Assets

Check if Schedule O contains a response or note to any line in this Part XI

1	Total revenue (must equal Part VIII, column (A), line 12)	1	5,519,225.
2	Total expenses (must equal Part IX, column (A), line 25)	2	5,255,514.
3	Revenue less expenses. Subtract line 2 from line 1	3	263,711.
4	Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A))	4	1,158,566.
5	Net unrealized gains (losses) on investments	5	
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain on Schedule O)	9	0.
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 32, column (B))	10	1,422,277.

Part XII Financial Statements and Reporting

Check if Schedule O contains a response or note to any line in this Part XII

	Yes	No
1 Accounting method used to prepare the Form 990: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other		
If the organization changed its method of accounting from a prior year or checked "Other," explain on Schedule O.		
2a Were the organization's financial statements compiled or reviewed by an independent accountant?		X
If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both:		
<input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		
b Were the organization's financial statements audited by an independent accountant?	X	
If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both:		
<input checked="" type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		
c If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant?	X	
If the organization changed either its oversight process or selection process during the tax year, explain on Schedule O.		
3a As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Uniform Guidance, 2 C.F.R. Part 200, Subpart F?		X
b If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why on Schedule O and describe any steps taken to undergo such audits		

Form 990 (2024)

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Calendar year (or fiscal year beginning in)	(a) 2020	(b) 2021	(c) 2022	(d) 2023	(e) 2024	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3 The value of services or facilities furnished by a governmental unit to the organization without charge						
4 Total. Add lines 1 through 3						
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
6 Public support. Subtract line 5 from line 4.						

Section B. Total Support

Calendar year (or fiscal year beginning in)	(a) 2020	(b) 2021	(c) 2022	(d) 2023	(e) 2024	(f) Total
7 Amounts from line 4						
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources						
9 Net income from unrelated business activities, whether or not the business is regularly carried on						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
11 Total support. Add lines 7 through 10						
12 Gross receipts from related activities, etc. (see instructions)					12	
13 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here						<input type="checkbox"/>

Section C. Computation of Public Support Percentage

14 Public support percentage for 2024 (line 6, column (f), divided by line 11, column (f))	14	%
15 Public support percentage from 2023 Schedule A, Part II, line 14	15	%
16a 33 1/3% support test - 2024. If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
b 33 1/3% support test - 2023. If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
17a 10% -facts-and-circumstances test - 2024. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and stop here. Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
b 10% -facts-and-circumstances test - 2023. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and stop here. Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions		<input type="checkbox"/>

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in)	(a) 2020	(b) 2021	(c) 2022	(d) 2023	(e) 2024	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose						
3 Gross receipts from activities that are not an unrelated trade or business under section 513						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
5 The value of services or facilities furnished by a governmental unit to the organization without charge						
6 Total. Add lines 1 through 5						
7a Amounts included on lines 1, 2, and 3 received from disqualified persons						
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year						
c Add lines 7a and 7b						
8 Public support. (Subtract line 7c from line 6.)						

Section B. Total Support

Calendar year (or fiscal year beginning in)	(a) 2020	(b) 2021	(c) 2022	(d) 2023	(e) 2024	(f) Total
9 Amounts from line 6						
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources						
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
c Add lines 10a and 10b						
11 Net income from unrelated business activities not included on line 10b, whether or not the business is regularly carried on						
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
13 Total support. (Add lines 9, 10c, 11, and 12.)						

14 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and **stop here**

Section C. Computation of Public Support Percentage

15 Public support percentage for 2024 (line 8, column (f), divided by line 13, column (f))	15	%
16 Public support percentage from 2023 Schedule A, Part III, line 15	16	%

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2024 (line 10c, column (f), divided by line 13, column (f))	17	%
18 Investment income percentage from 2023 Schedule A, Part III, line 17	18	%

19a 33 1/3% support tests - 2024. If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization

b 33 1/3% support tests - 2023. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization

20 Private foundation. If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions

Part IV Supporting Organizations

(Complete only if you checked a box on line 12 of Part I. If you checked box 12a, Part I, complete Sections A and B. If you checked box 12b, Part I, complete Sections A and C. If you checked box 12c, Part I, complete Sections A, D, and E. If you checked box 12d, Part I, complete Sections A and D, and complete Part V.)

Section A. All Supporting Organizations

	Yes	No
1 Are all of the organization's supported organizations listed by name in the organization's governing documents? <i>If "No," describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.</i>		
2 Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? <i>If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).</i>		
3a Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? <i>If "Yes," answer lines 3b and 3c below.</i>		
b Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? <i>If "Yes," describe in Part VI when and how the organization made the determination.</i>		
c Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? <i>If "Yes," explain in Part VI what controls the organization put in place to ensure such use.</i>		
4a Was any supported organization not organized in the United States ("foreign supported organization")? <i>If "Yes," and if you checked box 12a or 12b in Part I, answer lines 4b and 4c below.</i>		
b Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? <i>If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.</i>		
c Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? <i>If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.</i>		
5a Did the organization add, substitute, or remove any supported organizations during the tax year? <i>If "Yes," answer lines 5b and 5c below (if applicable). Also, provide detail in Part VI, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).</i>		
b Type I or Type II only. Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
c Substitutions only. Was the substitution the result of an event beyond the organization's control?		
6 Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? <i>If "Yes," provide detail in Part VI.</i>		
7 Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? <i>If "Yes," complete Part I of Schedule L (Form 990).</i>		
8 Did the organization make a loan to a disqualified person (as defined in section 4958) not described on line 7? <i>If "Yes," complete Part I of Schedule L (Form 990).</i>		
9a Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons, as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? <i>If "Yes," provide detail in Part VI.</i>		
b Did one or more disqualified persons (as defined on line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? <i>If "Yes," provide detail in Part VI.</i>		
c Did a disqualified person (as defined on line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? <i>If "Yes," provide detail in Part VI.</i>		
10a Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? <i>If "Yes," answer line 10b below.</i>		
b Did the organization have any excess business holdings in the tax year? <i>(Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)</i>		

Part IV Supporting Organizations (continued)

	Yes	No
11 Has the organization accepted a gift or contribution from any of the following persons?		
a A person who directly or indirectly controls, either alone or together with persons described on lines 11b and 11c below, the governing body of a supported organization?		
b A family member of a person described on line 11a above?		
c A 35% controlled entity of a person described on line 11a or 11b above? <i>If "Yes" to line 11a, 11b, or 11c, provide detail in Part VI.</i>		
11a		
11b		
11c		

Section B. Type I Supporting Organizations

	Yes	No
1 Did the governing body, members of the governing body, officers acting in their official capacity, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's officers, directors, or trustees at all times during the tax year? <i>If "No," describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove officers, directors, or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.</i>		
2 Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? <i>If "Yes," explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.</i>		
1		
2		

Section C. Type II Supporting Organizations

	Yes	No
1 Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? <i>If "No," describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).</i>		
1		

Section D. All Type III Supporting Organizations

	Yes	No
1 Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?		
2 Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? <i>If "No," explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).</i>		
3 By reason of the relationship described on line 2, above, did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? <i>If "Yes," describe in Part VI the role the organization's supported organizations played in this regard.</i>		
1		
2		
3		

Section E. Type III Functionally Integrated Supporting Organizations

1 Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).		
a <input type="checkbox"/> The organization satisfied the Activities Test. Complete line 2 below.		
b <input type="checkbox"/> The organization is the parent of each of its supported organizations. Complete line 3 below.		
c <input type="checkbox"/> The organization supported a governmental entity. Describe in Part VI how you supported a governmental entity (see instructions).		
2 Activities Test. Answer lines 2a and 2b below.		
a Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? <i>If "Yes," then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.</i>		
b Did the activities described on line 2a, above, constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? <i>If "Yes," explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.</i>		
3 Parent of Supported Organizations. Answer lines 3a and 3b below.		
a Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? <i>If "Yes" or "No," provide details in Part VI.</i>		
b Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? <i>If "Yes," describe in Part VI the role played by the organization in this regard.</i>		
2a		
2b		
3a		
3b		

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations

1 Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (explain in Part VI). See instructions.
All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A - Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1	Net short-term capital gain	1	
2	Recoveries of prior-year distributions	2	
3	Other gross income (see instructions)	3	
4	Add lines 1 through 3.	4	
5	Depreciation and depletion	5	
6	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6	
7	Other expenses (see instructions)	7	
8	Adjusted Net Income (subtract lines 5, 6, and 7 from line 4)	8	

Section B - Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
a	Average monthly value of securities	1a	
b	Average monthly cash balances	1b	
c	Fair market value of other non-exempt-use assets	1c	
d	Total (add lines 1a, 1b, and 1c)	1d	
e	Discount claimed for blockage or other factors (explain in detail in Part VI):		
2	Acquisition indebtedness applicable to non-exempt-use assets	2	
3	Subtract line 2 from line 1d.	3	
4	Cash deemed held for exempt use. Enter 0.015 of line 3 (for greater amount, see instructions).	4	
5	Net value of non-exempt-use assets (subtract line 4 from line 3)	5	
6	Multiply line 5 by 0.035.	6	
7	Recoveries of prior-year distributions	7	
8	Minimum Asset Amount (add line 7 to line 6)	8	

Section C - Distributable Amount			Current Year
1	Adjusted net income for prior year (from Section A, line 8, column A)	1	
2	Enter 0.85 of line 1.	2	
3	Minimum asset amount for prior year (from Section B, line 8, column A)	3	
4	Enter greater of line 2 or line 3.	4	
5	Income tax imposed in prior year	5	
6	Distributable Amount. Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	6	
7	<input type="checkbox"/> Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).		

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations (continued)

Section D - Distributions		Current Year
1	Amounts paid to supported organizations to accomplish exempt purposes	1
2	Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	2
3	Administrative expenses paid to accomplish exempt purposes of supported organizations	3
4	Amounts paid to acquire exempt-use assets	4
5	Qualified set-aside amounts (prior IRS approval required - provide details in Part VI)	5
6	Other distributions (describe in Part VI). See instructions.	6
7	Total annual distributions. Add lines 1 through 6.	7
8	Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI). See instructions.	8
9	Distributable amount for 2024 from Section C, line 6	9
10	Line 8 amount divided by line 9 amount	10

Section E - Distribution Allocations (see instructions)	(i) Excess Distributions	(ii) Underdistributions Pre-2024	(iii) Distributable Amount for 2024
1	Distributable amount for 2024 from Section C, line 6		
2	Underdistributions, if any, for years prior to 2024 (reasonable cause required - explain in Part VI). See instructions.		
3	Excess distributions carryover, if any, to 2024		
a	From 2019		
b	From 2020		
c	From 2021		
d	From 2022		
e	From 2023		
f	Total of lines 3a through 3e		
g	Applied to under distributions of prior years		
h	Applied to 2024 distributable amount		
i	Carryover from 2019 not applied (see instructions)		
j	Remainder. Subtract lines 3g, 3h, and 3i from line 3f.		
4	Distributions for 2024 from Section D, line 7: \$		
a	Applied to underdistributions of prior years		
b	Applied to 2024 distributable amount		
c	Remainder. Subtract lines 4a and 4b from line 4.		
5	Remaining underdistributions for years prior to 2024, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in Part VI. See instructions.		
6	Remaining underdistributions for 2024. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in Part VI. See instructions.		
7	Excess distributions carryover to 2025. Add lines 3j and 4c.		
8	Breakdown of line 7:		
a	Excess from 2020		
b	Excess from 2021		
c	Excess from 2022		
d	Excess from 2023		
e	Excess from 2024		

Schedule A (Form 990) 2024

Part VI

Supplemental Information. Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

Lined area for supplemental information with a large 'DRAFT' watermark.

SCHEDULE D
(Form 990)

(Rev. December 2024)

Department of the Treasury
Internal Revenue Service

Supplemental Financial Statements

Complete if the organization answered "Yes" on Form 990,
Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.

Attach to Form 990.

Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

Open to Public
Inspection

Name of the organization **MOTIVATED YOUTH ACADEMY** Employer identification number **46-4505562**

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts. Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year		
2 Aggregate value of contributions to (during year)		
3 Aggregate value of grants from (during year)		
4 Aggregate value at end of year		
5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Part II Conservation Easements. Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).

Preservation of land for public use (for example, recreation or education) Preservation of a historically important land area

Protection of natural habitat Preservation of a certified historic structure

Preservation of open space

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

	Held at the End of the Tax Year
a Total number of conservation easements	2a
b Total acreage restricted by conservation easements	2b
c Number of conservation easements on a certified historic structure included on line 2a	2c
d Number of conservation easements included on line 2c acquired after July 25, 2006, and not on a historic structure listed in the National Register	2d

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year _____

4 Number of states where property subject to conservation easement is located _____

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds?

Yes No

6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year _____

7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year _____

8 Does each conservation easement reported on line 2d above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)?

Yes No

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.

Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

1a If the organization elected, as permitted under FASB ASC 958, not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide in Part XIII the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under FASB ASC 958, to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items.

(i) Revenue included on Form 990, Part VIII, line 1 \$ _____

(ii) Assets included in Form 990, Part X \$ _____

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under FASB ASC 958 relating to these items:

a Revenue included on Form 990, Part VIII, line 1 \$ _____

b Assets included in Form 990, Part X \$ _____

For Paperwork Reduction Act Notice, see the Instructions for Form 990. Schedule D (Form 990) (Rev. 12-2024)

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets (continued)

- 3** Using the organization's acquisition, accession, and other records, check any of the following that make significant use of its collection items (check all that apply).
- a** Public exhibition **d** Loan or exchange program
- b** Scholarly research **e** Other _____
- c** Preservation for future generations
- 4** Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.
- 5** During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? Yes No

Part IV Escrow and Custodial Arrangements Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

- 1a** Is the organization an agent, trustee, custodian, or other intermediary for contributions or other assets not included on Form 990, Part X? Yes No
- b** If "Yes," explain the arrangement in Part XIII and complete the following table:
- | | Amount |
|--|-----------|
| c Beginning balance | 1c |
| d Additions during the year | 1d |
| e Distributions during the year | 1e |
| f Ending balance | 1f |
- 2a** Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability? Yes No
- b** If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided in Part XIII

Part V Endowment Funds Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance					
b Contributions					
c Net investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance					

- 2** Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:
- a** Board designated or quasi-endowment _____ %
- b** Permanent endowment _____ %
- c** Term endowment _____ %
- The percentages on lines 2a, 2b, and 2c should equal 100%.
- 3a** Are there endowment funds not in the possession of the organization that are held and administered for the organization by:
- | | Yes | No |
|---|---------------|----|
| (i) Unrelated organizations? | 3a(i) | |
| (ii) Related organizations? | 3a(ii) | |
| b If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R? | 3b | |
- 4** Describe in Part XIII the intended uses of the organization's endowment funds.

Part VI Land, Buildings, and Equipment

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land				
b Buildings				
c Leasehold improvements				
d Equipment				
e Other				

Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, line 10c, column (B)) 0.

Part VII Investments - Other Securities

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely held equity interests		
(3) Other		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
Total. (Col. (b) must equal Form 990, Part X, line 12, col. (B))		

Part VIII Investments - Program Related.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
Total. (Col. (b) must equal Form 990, Part X, line 13, col. (B))		

Part IX Other Assets

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. (Column (b) must equal Form 990, Part X, line 15, col. (B))	

Part X Other Liabilities

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. (Column (b) must equal Form 990, Part X, line 25, col. (B))	

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FASB ASC 740. Check here if the text of the footnote has been provided in Part XIII ...

Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total revenue, gains, and other support per audited financial statements		1	5,519,225.
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12:			
a	Net unrealized gains (losses) on investments	2a		
b	Donated services and use of facilities	2b		
c	Recoveries of prior year grants	2c		
d	Other (Describe in Part XIII.)	2d		
e	Add lines 2a through 2d		2e	0.
3	Subtract line 2e from line 1		3	5,519,225.
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:			
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a		
b	Other (Describe in Part XIII.)	4b		
c	Add lines 4a and 4b		4c	0.
5	Total revenue. Add lines 3 and 4c . (This must equal Form 990, Part I, line 12.)		5	5,519,225.

Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total expenses and losses per audited financial statements		1	5,255,514.
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:			
a	Donated services and use of facilities	2a		
b	Prior year adjustments	2b		
c	Other losses	2c		
d	Other (Describe in Part XIII.)	2d		
e	Add lines 2a through 2d		2e	0.
3	Subtract line 2e from line 1		3	5,255,514.
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:			
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a		
b	Other (Describe in Part XIII.)	4b		
c	Add lines 4a and 4b		4c	0.
5	Total expenses. Add lines 3 and 4c . (This must equal Form 990, Part I, line 18.)		5	5,255,514.

Part XIII Supplemental Information

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

PART X, LINE 2:

THE SCHOOL IS A NONPROFIT CORPORATION EXEMPT FROM THE PAYMENT OF INCOME TAXES UNDER INTERNAL REVENUE CODE SECTION 501(C)(3) AND CALIFORNIA REVENUE AND TAXATION CODE SECTION 23701D. ACCORDINGLY, NO PROVISION HAS BEEN MADE FOR INCOME TAXES. MANAGEMENT HAS DETERMINED THAT ALL INCOME TAX POSITIONS ARE MORE LIKELY THAN NOT OF BEING SUSTAINED UPON POTENTIAL AUDIT OR EXAMINATION; THEREFORE, NO DISCLOSURES OF UNCERTAIN INCOME TAX POSITIONS ARE REQUIRED. THE SCHOOL IS SUBJECT TO INCOME TAX ON NET INCOME THAT IS DERIVED FROM BUSINESS ACTIVITIES THAT ARE UNRELATED TO THE EXEMPT PURPOSES. THE SCHOOL FILES AN EXEMPT SCHOOL RETURN AND APPLICABLE UNRELATED BUSINESS INCOME TAX RETURN IN THE U.S. FEDERAL JURISDICTION AND WITH THE CALIFORNIA FRANCHISE TAX BOARD.

Part XIII Supplemental Information *(continued)*

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**SCHEDULE E
(Form 990)**

(Rev. December 2024)

Department of the Treasury
Internal Revenue Service

Schools

Complete if the organization answered "Yes" on Form 990, Part IV, line 13, or Form 990-EZ, Part VI, line 48.

Attach to Form 990 or Form 990-EZ.

Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

Open to Public Inspection

Name of the organization

MOTIVATED YOUTH ACADEMY

Employer identification number

46-4505562

Part I

	YES	NO
1 Does the organization have a racially nondiscriminatory policy toward students by statement in its charter, bylaws, other governing instrument, or in a resolution of its governing body?	X	
2 Does the organization include a statement of its racially nondiscriminatory policy toward students in all its brochures, catalogues, and other written communications with the public dealing with student admissions, programs, and scholarships?	X	
3 Has the organization publicized its racially nondiscriminatory policy on its primary publicly accessible Internet homepage at all times during its tax year in a manner reasonably expected to be noticed by visitors to the homepage, or through newspaper or broadcast media during the period of solicitation for students, or during the registration period if it has no solicitation program, in a way that makes the policy known to all parts of the general community it serves? If "Yes," please describe. If "No," please explain. If you need more space, use Part II	X	
THE SCHOOL PUBLICIZES ITS POLICY IN ITS REGISTRATION MATERIALS AND DOCUMENTS USED TO SOLICIT STUDENTS AND ON THE SCHOOL'S WEBSITE.		
4 Does the organization maintain the following:		
a Records indicating the racial composition of the student body, faculty, and administrative staff?	X	
b Records documenting that scholarships and other financial assistance are awarded on a racially nondiscriminatory basis? ..	X	
c Copies of all catalogues, brochures, announcements, and other written communications to the public dealing with student admissions, programs, and scholarships?	X	
d Copies of all material used by the organization or on its behalf to solicit contributions?	X	
If you answered "No" to any of the above, please explain. If you need more space, use Part II.		
5 Does the organization discriminate by race in any way with respect to:		
a Students' rights or privileges?		X
b Admissions policies?		X
c Employment of faculty or administrative staff?		X
d Scholarships or other financial assistance?		X
e Educational policies?		X
f Use of facilities?		X
g Athletic programs?		X
h Other extracurricular activities?		X
If you answered "Yes" to any of the above, please explain. If you need more space, use Part II.		
6a Does the organization receive any financial aid or assistance from a governmental agency?	X	
b Has the organization's right to such aid ever been revoked or suspended?		X
If you answered "Yes" on either line 6a or line 6b, explain in Part II.		
7 Does the organization certify that it has complied with the applicable requirements of sections 4.01 through 4.05 of Rev. Proc. 75-50, 1975-2 C.B. 587, as modified by Rev. Proc. 2019-22, 2019-22 I.R.B. 1260, covering racial nondiscrimination? If "No," explain in Part II	X	

For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

Schedule E (Form 990) (Rev. 12-2024)

Part II Supplemental Information. Provide the explanations required by Part I, lines 3, 4d, 5h, 6b, and 7, as applicable. Also provide any other additional information. See instructions.

LINE 6B - EXPLANATION OF GOVERNMENT FINANCIAL AID:
THE SCHOOL IS A PUBLIC CHARTER SCHOOL PRINCIPALLY FUNDED BY CALIFORNIA AND FEDERAL MONIES RECEIVED THROUGH THE CALIFORNIA DEPARTMENT OF EDUCATION.

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**SCHEDULE O
(Form 990)**

(Rev. December 2024)
Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.
Attach to Form 990 or Form 990-EZ.
Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

**Open to Public
Inspection**

Name of the organization MOTIVATED YOUTH ACADEMY	Employer identification number 46-4505562
--	---

FORM 990, PART VI, SECTION A, LINE 8B:
THERE ARE NO COMMITTEES THAT HAVE BEEN GRANTED AUTHORITY TO ACT ON BEHALF OF THE BOARD.

FORM 990, PART VI, SECTION B, LINE 11B:
THE FORM 990 IS PREPARED BY THE ORGANIZATION'S OUTSIDE PUBLIC ACCOUNTING FIRM BASED ON INFORMATION PROVIDED BY MANAGEMENT. ONCE A DRAFT OF THE RETURN IS AVAILABLE, IT IS REVIEWED BY MANAGEMENT WITH ANY CHANGES OR REVISIONS INCORPORATED INTO THE FILING. THE REVISED RETURN IS THEN SUBMITTED TO THE BOARD OF DIRECTORS FOR THEIR REVIEW AND APPROVAL PRIOR TO SUBMITTING TO THE IRS.

FORM 990, PART VI, SECTION B, LINE 12C:
MONITORING IS PERFORMED REGULARLY BY THE OFFICERS TO IDENTIFY POTENTIAL CONFLICTS OF INTEREST. ANY QUESTION OF A CONFLICT IS ADDRESSED WITH THE EMPLOYEE INCLUDING GOVERNING BOARD MEMBERS, WHO IS REQUIRED TO DISCLOSE THE EXISTENCE OF ANY FINANCIAL INTEREST AND BE AFFORDED THE OPPORTUNITY TO DISCLOSE ALL MATERIAL FACTS TO THE BOARD AND EXECUTIVE DIRECTOR. IF A CONFLICT OF INTEREST IS IDENTIFIED, THE APPROPRIATE ACTION IS TAKEN, INCLUDING LIMITATIONS TO THE INDIVIDUAL'S INFLUENCE ON RELATED BUSINESS MATTERS.

FORM 990, PART VI, SECTION B, LINE 15:
THE DIRECTOR'S PAY IS DETERMINED BASED ON DATA PROVIDED BY EXTERNAL CHARTER MANAGEMENT ORGANIZATIONS AND THROUGH COMPARISON STUDIES OF OTHER CHARTER SCHOOLS. THE BOARD MUST VOTE TO APPROVE THE EXECUTIVE DIRECTOR'S COMPENSATION AS A DIRECT ACTION. THE OFFICERS' AND KEY EMPLOYEES' PAY IS DETERMINE BASED ON DATA PROVIDED BY EXTERNAL CHARTER MANAGEMENT ORGANIZATIONS AND THROUGH COMPARISON STUDIES OF OTHER CHARTER SCHOOLS. THE BOARD MUST VOTE TO APPROVE THE OFFICERS' AND KEY EMPLOYEES' COMPENSATION AS A DIRECT ACTION.
THE PROCESS DESCRIBED HERE WAS LAST COMPLETED IN 2025.

FORM 990, PART VI, SECTION C, LINE 19:
THE ORGANIZATION MAKES ITS GOVERNING DOCUMENTS, CONFLICT OF INTEREST POLICY, AND FINANCIAL STATEMENTS AVAILABLE UPON REQUEST.

FORM 990, PART XII, LINE 2C:
THE PROCESS FOR OVERSIGHT AND SELECTION OF AN INDEPENDENT ACCOUNTANT HAS NOT CHANGED FROM THE PRIOR YEAR.

TAXABLE YEAR

2024

California Exempt Organization Annual Information Return

428941 01-14-25
FORM

199

Calendar Year 2024 or fiscal year beginning (mm/dd/yyyy) **07/01/2024**, and ending (mm/dd/yyyy) **06/30/2025**

Corporation/Organization name **MOTIVATED YOUTH ACADEMY** California corporation number **3628915**

Additional information. See instructions. FEIN **46-4505562**

Street address (suite or room) **500 LA TERRAZA BLVD., 150** PMB no.

City **ESCONDIDO** State **CA** ZIP code **92025**

Foreign country name Foreign province/state/county Foreign postal code

A First return Yes No
B Amended return Yes No
C IRC Section 4947(a)(1) trust Yes No
D Final information return?
 Dissolved Surrendered (Withdrawn) Merged/Reorganized
 Enter date: (mm/dd/yyyy) _____
E Check accounting method: (1) Cash (2) Accrual (3) Other
F Federal return filed? (1) 990T (2) 990PF
 (3) Sch H (990) (4) Other 990 series
G Is this a group filing? See instructions Yes No
H Is this organization in a group exemption Yes No
 If "Yes," what is the parent's name? _____
I Did the organization have any changes to its guidelines not reported to the FTB? See instructions Yes No
J If exempt under R&TC Section 23701d, has the organization engaged in political activities? See instructions. Yes No
K Is the organization exempt under R&TC Section 23701g? Yes No
 If "Yes," enter the gross receipts from nonmember sources \$ _____
L Is the organization a limited liability company? Yes No
M Did the organization file Form 100 or Form 109 to report taxable income? Yes No
N Is the organization under audit by the IRS or has the IRS audited in a prior year? Yes No
O Is federal Form 1023/1024 pending? Yes No
 Date filed with IRS _____

Part I Complete Part I unless not required to file this form. See General Information B and C.

Receipts and Revenues	1	Gross sales or receipts from other sources. From Side 2, Part II, line 8	1	11,539	00
	2	Gross dues and assessments from members and affiliates	2		00
	3	Gross contributions, gifts, grants, and similar amounts received	3	5,507,686	00
	4	Total gross receipts for filing requirement test. Add line 1 through line 3. This line must be completed. If the result is less than \$50,000, see General Information B	4	5,519,225	00
	5	Cost of goods sold	5		00
	6	Cost or other basis, and sales expenses of assets sold	6		00
	7	Total costs. Add line 5 and line 6	7		00
	8	Total gross income. Subtract line 7 from line 4	8	5,519,225	00
Expenses	9	Total expenses and disbursements. From Side 2, Part II, line 18	9	5,255,514	00
	10	Excess of receipts over expenses and disbursements. Subtract line 9 from line 8	10	263,711	00
Payments	11	Total payments	11		00
	12	Use tax. See General Information K	12		00
	13	Payments balance. If line 11 is more than line 12, subtract line 12 from line 11	13		00
	14	Use tax balance. If line 12 is more than line 11, subtract line 11 from line 12	14		00
	15	Penalties and interest. See General Information J	15		00
	16	Balance due. Add line 12 and line 15. Then subtract line 11 from the result	16		00

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.

Sign Here Signature of officer **INTERIM DIRECT** Date _____ Telephone **(619) 343-2048**

Paid Preparer's Use Only Preparer's signature **MEI-LI HUANG** Date **02/26/26** Check if self-employed PTIN **P02383735**

Firm's name (or yours, if self-employed) and address **CLIFTONLARSONALLEN LLP** Firm's FEIN **41-0746749**

901 VIA PIEMONTE, SUITE 300 Telephone **(909) 985-7286**

May the FTB discuss this return with the preparer shown above? See instructions Yes No

MOTIVATED YOUTH ACADEMY

46-4505562

Part II Organizations with gross receipts of more than \$50,000 and private foundations regardless of amount of gross receipts - complete Part II or furnish substitute information.

428951 01-14-25

Receipts from Other Sources	1	Gross sales or receipts from all business activities. See instructions	•	1		00	
	2	Interest	•	2	11,382	00	
	3	Dividends	•	3		00	
	4	Gross rents	•	4		00	
	5	Gross royalties	•	5		00	
	6	Gross amount received from sale of assets (See instructions)	•	6		00	
	7	Other income. Attach schedule	•	7	SEE STATEMENT 1	157 00	
	8	Total gross sales or receipts from other sources. Add line 1 through line 7. Enter here and on Side 1, Part I, line 1	•	8	11,539	00	
	9	Contributions, gifts, grants, and similar amounts paid. Attach schedule	•	9		00	
	10	Disbursements to or for members.	•	10		00	
	11	Compensation of officers, directors, and trustees. Attach schedule	•	11	SEE STATEMENT 2	211,811 00	
	12	Other salaries and wages	•	12	2,771,619	00	
	Expenses and Disbursements	13	Interest	•	13		00
		14	Taxes	•	14	103,940	00
		15	Rents	•	15	49,499	00
		16	Depreciation and depletion (See instructions)	•	16		00
		17	Other expenses and disbursements. Attach schedule	•	17	SEE STATEMENT 3	2,118,645 00
		18	Total expenses and disbursements. Add line 9 through line 17. Enter here and on Side 1, Part I, line 9	•	18	5,255,514	00

Schedule L Balance Sheet	Beginning of taxable year		End of taxable year	
	(a)	(b)	(c)	(d)
Assets				
1 Cash		1,429,289	•	1,186,219
2 Net accounts receivable		341,842	•	1,095,469
3 Net notes receivable			•	
4 Inventories			•	
5 Federal and state government obligations			•	
6 Investments in other bonds			•	
7 Investments in stock			•	
8 Mortgage loans			•	
9 Other investments. Attach schedule			•	
10 a Depreciable assets				
b Less accumulated depreciation				
11 Land			•	
12 Other assets. Attach schedule STMT 4		137,463	•	120,531
13 Total assets		1,908,594		2,402,219
Liabilities and net worth				
14 Accounts payable		154,802	•	377,325
15 Contributions, gifts, or grants payable			•	
16 Bonds and notes payable			•	
17 Mortgages payable			•	
18 Other liabilities. Attach schedule STMT 5		595,226		602,617
19 Capital stock or principal fund			•	
20 Paid-in or capital surplus. Attach reconciliation			•	
21 Retained earnings or income fund		1,158,566	•	1,422,277
22 Total liabilities and net worth		1,908,594		2,402,219

Schedule M-1 Reconciliation of income per books with income per return

Do not complete this schedule if the amount on Schedule L, line 13, column (d), is less than \$50,000.

1 Net income per books	•	263,711	7 Income recorded on books this year not included in this return. Attach schedule	•	
2 Federal income tax	•		8 Deductions in this return not charged against book income this year. Attach schedule	•	
3 Excess of capital losses over capital gains	•		9 Total. Add line 7 and line 8		
4 Income not recorded on books this year. Attach schedule	•		10 Net income per return. Subtract line 9 from line 6		263,711
5 Expenses recorded on books this year not deducted in this return. Attach schedule	•				
6 Total. Add line 1 through line 5		263,711			

MOTIVATED YOUTH ACADEMY

46-4505562

CA 199	OTHER INCOME	STATEMENT 1
<u>DESCRIPTION</u>		<u>AMOUNT</u>
OTHER REVENUE		157.
TOTAL TO FORM 199, PART II, LINE 7		<u>157.</u>

CA 199	COMPENSATION OF OFFICERS, DIRECTORS AND TRUSTEES	STATEMENT 2
--------	--	-------------

<u>NAME AND ADDRESS</u>	<u>TITLE AND AVERAGE HRS WORKED/WK</u>	<u>COMPENSATION</u>
BILL DOBSON 500 LA TERRAZA BLVD., 150 ESCONDIDO, CA 92025	CHIEF EXECUTIVE OFFICER 40.00	162,011.
WILLIAM W. HALL 500 LA TERRAZA BLVD., 150 ESCONDIDO, CA 92025	PRESIDENT 5.00	13,200.
MICHAEL P. HUMPHREY 500 LA TERRAZA BLVD., 150 ESCONDIDO, CA 92025	VICE PRESIDENT 5.00	13,200.
STEVE FRAIRE 500 LA TERRAZA BLVD., 150 ESCONDIDO, CA 92025	CLERK 5.00	7,800.
LARRY ALBERT ALVARADO 500 LA TERRAZA BLVD., 150 ESCONDIDO, CA 92025	DIRECTOR 2.00	7,800.
PETER MATZ 500 LA TERRAZA BLVD., 150 ESCONDIDO, CA 92025	DIRECTOR 2.00	7,800.
TOTAL TO FORM 199, PART II, LINE 11		<u>211,811.</u>

MOTIVATED YOUTH ACADEMY

46-4505562

CA 199	OTHER EXPENSES	STATEMENT 3
<u>DESCRIPTION</u>		<u>AMOUNT</u>
INSTRUCTIONAL MATERIALS		120,939.
PROF. DEVELOPMENT		111,057.
OTHER TAXES AND FEES		24,989.
FOOD SERVICES		18,179.
PENSION PLAN CONTRIBUTIONS		309,125.
OTHER EMPLOYEE BENEFITS		460,725.
MANAGEMENT FEES		192,783.
LEGAL FEES		84,481.
ACCOUNTING FEES		39,900.
OTHER PROFESSIONAL FEES		298,660.
OFFICE EXPENSES		76,398.
INFORMATION TECHNOLOGY		288,631.
TRAVEL		34,213.
INSURANCE		30,468.
ALL OTHER EXPENSES		28,097.
TOTAL TO FORM 199, PART II, LINE 17		<u>2,118,645.</u>

CA 199	OTHER ASSETS	STATEMENT 4
<u>DESCRIPTION</u>	<u>BEG. OF YEAR</u>	<u>END OF YEAR</u>
PREPAID EXPENSES AND DEFERRED CHARGES	137,463.	120,531.
TOTAL TO FORM 199, SCHEDULE L, LINE 12	<u>137,463.</u>	<u>120,531.</u>

CA 199	OTHER LIABILITIES	STATEMENT 5
<u>DESCRIPTION</u>	<u>BEG. OF YEAR</u>	<u>END OF YEAR</u>
DEFERRED REVENUE	595,226.	602,617.
TOTAL TO FORM 199, SCHEDULE L, LINE 18	<u>595,226.</u>	<u>602,617.</u>

CA 199	FUND BALANCES	STATEMENT 6
<u>DESCRIPTION</u>	<u>BEG. OF YEAR</u>	<u>END OF YEAR</u>
NET ASSETS WITHOUT DONOR RESTRICTIONS	1,158,566.	1,422,277.
TOTAL TO FORM 199, SCHEDULE L, LINE 21	<u>1,158,566.</u>	<u>1,422,277.</u>

022

Date Accepted _____

DO NOT MAIL THIS FORM TO THE FTB

TAXABLE YEAR
2024

California e-file Return Authorization for Exempt Organizations

FORM
8453-EO

Exempt Organization name	Identifying number
MOTIVATED YOUTH ACADEMY	46-4505562

Part I Electronic Return Information (whole dollars only)

1 Total gross receipts or unrelated business taxable income (Form 199, line 4 or Form 109, line 5)	1	<u>5,519,225</u>
2 Total gross income or total tax (Form 199, line 8 or Form 109, line 14)	2	<u>5,519,225</u>
3 Refund (Form 109, line 26)	3	
4 Balance due or Total amount due (Form 199, line 16 or Form 109, line 29)	4	

Part II Settle Your Account Electronically for Taxable Year 2024

5 <input type="checkbox"/> Direct deposit of refund (Form 109 only.)		
6 <input type="checkbox"/> Electronic funds withdrawal	6a Amount	6b Withdrawal date (mm/dd/yyyy)

Part III Schedule of Estimated Tax Payments for Taxable Year 2025 (These are **not** installment payments for the current amount the exempt organization owes.)

	First Payment	Second Payment	Third Payment	Fourth Payment
7 Amount				
8 Withdrawal Date				

Part IV Banking Information (Have you verified the exempt organization's banking information?)

9 Routing number	10 Account number	11 Type of account: <input type="checkbox"/> Checking <input type="checkbox"/> Savings
------------------	-------------------	--

Part V Declaration of Officer

I authorize the exempt organization's account to be settled as designated in Part II. If I check Part II, box 5, I declare that the bank account specified in Part IV for the direct deposit refund agrees with the authorization stated on my return. If I check Part II, box 6, I authorize an electronic funds withdrawal for the amount listed on line 6a and any estimated payment amounts listed on Part III, line 7 from the bank account specified in Part IV.

Under penalties of perjury, I declare that I am an officer of the above exempt organization and that the information I provided to my electronic return originator (ERO), transmitter, or intermediate service provider and the amounts in Part I above agree with the amounts on the corresponding lines of the exempt organization's 2024 California electronic return. To the best of my knowledge and belief, the exempt organization's return is true, correct, and complete. If the exempt organization is filing a balance due return, I understand that if the Franchise Tax Board (FTB) does not receive full and timely payment of the exempt organization's tax liability, the exempt organization will remain liable for the tax liability and all applicable interest and penalties. I authorize the exempt organization return and accompanying schedules and statements be transmitted to the FTB by the ERO, transmitter, or intermediate service provider. **If the processing of the exempt organization's return or refund is delayed, I authorize the FTB to disclose to the ERO or intermediate service provider the reason(s) for the delay or the date when the refund was sent.**

Sign Here _____ **INTERIM DIRECTOR**
Signature of officer Date Title

Part VI Declaration of Electronic Return Originator (ERO) and Paid Preparer.

I declare that I have reviewed the above exempt organization's return and that the entries on form FTB 8453-EO are complete and correct to the best of my knowledge. (If I am only an intermediate service provider, I understand that I am not responsible for reviewing the exempt organization's return. I declare, however, that form FTB 8453-EO accurately reflects the data on the return.) I have obtained the organization officer's signature on form FTB 8453-EO before transmitting this return to the FTB. I have provided the organization officer with a copy of all forms and information that I will file with the FTB, and I have followed all other requirements described in FTB Pub. 1345, 2024 Handbook for Authorized e-file Providers. I will keep form FTB 8453-EO on file for **four** years from the due date of the return or **four** years from the date the exempt organization return is filed, whichever is later, and I will make a copy available to the FTB upon request. If I am also the paid preparer, under penalties of perjury, I declare that I have examined the above exempt organization's return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. I make this declaration based on all information of which I have knowledge.

ERO	ERO's signature MEI-LI HUANG	Date	Check if also paid preparer <input checked="" type="checkbox"/>	Check if self-employed <input type="checkbox"/>	ERO's PTIN P02383735
Must Sign	Firm's name (or yours if self-employed) and address CLIFTONLARSONALLEN LLP 901 VIA PIEMONTE, SUITE 300 ONTARIO, CA				Firm's FEIN 41-0746749 ZIP code 91764

Under penalties of perjury, I declare that I have examined the above organization's return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. I make this declaration based on all information of which I have knowledge.

Paid Preparer	Paid preparer's signature	Date	Check if self-employed <input type="checkbox"/>	Paid preparer's PTIN
Must Sign	Firm's name (or yours if self-employed) and address			Firm's FEIN ZIP code

FTB 8453-EO 2024

Coversheet

Approval of Memorandum of Understanding (MOU) with Metro Community Ministries Inc. (MCMI)

Section: XI. Education/Student Services
Item: A. Approval of Memorandum of Understanding (MOU) with Metro Community Ministries Inc. (MCMI)
Purpose: Vote
Submitted by: Bill Dobson
Related Material: 2025-26 MOU Metro Community Ministries Inc. (MCMI) - 2026.03.05.pdf

BACKGROUND:

The Memorandum of Understanding between Motivated Youth Academy (MYA) and Metro Community Ministries (MCMI). MCMI is a nonprofit organization formed in 1966 as an outreach agency to promote services for those most in need. MCMI has offices in four locations across the country: San Diego, CA, Atlanta, GA, Richmond, VA and Weldon, NC. This MOU will allow the San Diego Office to support MYA's students, families and communities as they transition from a position of dependency and lack of resources to self-sufficiency through mentoring, academics, job readiness, job placement and retention support, post secondary education and training opportunities. MCMI's "warm handoff" approach ensures close collaboration with individuals, whether youth or adults, as well as with families and community members, to ensure identified needs are met either directly by the agency or through community partners.

RECOMMENDATION:

It is recommended the Board approve this Memorandum of Understanding (MOU) between Metro Community Ministries (MCMI) and Motivated Youth Academy (#1628).

Fiscal Impact: None

MEMORANDUM of UNDERSTANDING

Between **Metro Community Ministries Inc.** and **MOTIVATED YOUTH ACADEMY**

1) Purpose of Memorandum

The purpose of this Memorandum of Understanding (MOU) is to establish a collaborative relationship between Motivated Youth Academy (MY Academy/MYA) and Metro Community Ministries Inc. (MCMI). This MOU will document the details of their partnership.

2) Description of Partner Agencies

MY Academy is a flex-based California public charter school. MYA has been supporting successful student outcomes through independent study programs since 2014. The school has a full six year accreditation from the Western Association of Schools and Colleges (WASC). MY Academy offers a unique approach to education that combines the flexibility of online learning with the benefits of personalized face-to-face instruction. The design of MYA's "No Walls Approach" is for students seeking both virtual and in-person learning. Learning facilitators (teachers) meet students once per week, in person, in the communities where students live at mutually agreed upon public locations such as libraries, community centers, career centers and tribal halls. The foundation of these one on one meetings are MYA's core values; All Are Welcome, We Celebrate The Small Things, We Choose Hope, We Are Servant Leaders, Feedback Is Critical, We Pursue Gratitude.

Implementing an Enriched Virtual model of instruction each student has access to individualized curriculum, personalized learning facilitator guidance, and scheduling flexibility. MYA allows students to learn at their own pace while receiving one on one support from credentialed learning facilitators. This setup is designed to meet the needs of students who choose a more personalized educational experience compared to traditional classroom settings. MYA focuses on serving At-Promise youth and young adults. Enrollment includes many students who have experienced significant barriers in accessing public education. The school has Dashboard Alternative School Status (DASS) indicating at least 70% of the student population has been identified as members in one of twelve high risk student groups. MY Academy enrolls traditional age students in grades 6-12 and young adults age 19-24 seeking to earn a high school diploma.

MCMI is a nonprofit organization formed in 1966 as an outreach agency to promote services for those most in need. MCMI has offices in four locations across the country: San Diego, CA, Atlanta, GA, Richmond, VA and Weldon, NC. Our intent is to serve individuals, families and communities as they transition from a position of dependency and lack of resources to self-sufficiency through mentoring, academics, job readiness, job placement and retention support, post secondary education and training opportunities. MCMI's 'warm handoff' approach ensures that we work hand in hand with individuals working with us, whether a youth or adult, family or community, to ensure their identified needs are met, either directly from our agency or through community partners.

3) Roles and Responsibilities

It is agreed by, and between, partners as follows:

MY Academy will:

- Provide MY Academy resources and support to eligible student referrals from MCMI.
- Provide information on community-based events and provide registration opportunities to referrals from MCMI.
- Provide equitable access for eligible MCMI referrals to free public education culminating in a high school diploma.
- Support MCMI by attending partner sponsored community-based events.
- Provide student contact information as needed, to meet with mutual clients, in accordance with FERPA.
- Provide access to data on dual relationship clients, in accordance with FERPA.

MCMI will:

- Provide resources and support to participant referrals from MY Academy.
- Provide information on community-based events or services.
- Support MY Academy by attending partner sponsored community-based events.
- Provide participant contact information as needed, to meet with mutual participants.
- Provide data on dual relationship clients.

4) Both organizations will:

Identify a single point of contact for communication with the other about this partnership:

- MY Academy: Bill Dobson, Director, bdobson@myacademy.org or their designee
- Metro Community Ministries Inc.: Lorna M. Pallares, CEO, lpallares@mcmserver.org or their designee

5) Timeline

The roles and responsibilities under this MOU will be in effect for 12 months from the time of execution. At the end of the 12 months, MY Academy and MCMI will meet to review the terms and conditions and address any concerns from both parties. Upon meeting, both parties may choose to renew the current MOU.

Any extensions or addendums must be made in writing and agreed upon by both parties.

6) Conditions and Termination

- Either organization may terminate this MOU at any time by giving 30 days written notice to the other Organization.

- Neither organization shall share client information with any person or organization outside of the respective organizations with written notice and consent.

7) Commitment to Partnership

We, the undersigned, have read and agree with this Memorandum of Understanding.

Bill Dobson, Director
Motivated Youth Academy

Date

Lorna Pallares, CEO
Metro Community Ministries Inc.

Date

Coversheet

Approval of Declarations of Need (DON) for Fully Qualified Educators

Section: XII. Personnel Services
Item: A. Approval of Declarations of Need (DON) for Fully Qualified Educators
Purpose: Vote
Submitted by: Gigi Lenz
Related Material: 2026-27 Declaration of Need (DON).pdf

BACKGROUND:

Each year, Motivated Youth Academy (MYA) is required to adopt a Declaration of Need (DON) for Fully Qualified Educators (CL-500) and submit it to the California Commission on Teacher Credentialing (CTC). This declaration certifies that the school has conducted a diligent search for fully credentialed teachers and allows the organization to request emergency permits or limited assignment permits when a fully qualified credentialed teacher is not available for a specific assignment.

The attached DON for the 2026–2027 school year identifies the anticipated need for certain permits based on projected staffing and enrollment needs. MYA estimates the potential need for three Multiple Subject permits, three Single Subject permits, and three Special Education permits, as well as limited authorizations in subject areas including English, Mathematics, Science, and Social Science.

Approval of this declaration does not authorize specific hires but ensures that MYA remains in compliance with state credentialing requirements and allows the school to request the appropriate permits from the Commission on Teacher Credentialing if needed during the 2026–2027 school year.

RECOMMENDATION:

It is recommended the Board approve the 2026-27 Declaration of Need (DON) for Motivated Youth Academy (#1628).

Fiscal Impact: None.



State of California
 Commission on Teacher Credentialing
 Certification Division
 651 Bannon Street, Suite 601
 Sacramento, CA 95811

Email: DON@ctc.ca.gov
 Website: www.ctc.ca.gov

DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 2026-2027

Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT OR DISTRICT/COUNTY AUTHORIZED CHARTER SCHOOL

Name of District or Charter: Motivated Youth Academy District CDS Code: 37 68213 0136978

Name of County: San Diego County CDS Code: 37 103710000000

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board/body of the school district or charter school specified above adopted a declaration at a regularly scheduled public meeting held on 3/12/2026 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2027.

Submitted by (Superintendent, Board Secretary, or Designee):

Bill Dobson Director

Name *Signature* *Title*

619-343-2048 03-12-2026

Fax Number *Telephone Number* *Date*

500 La Terraza Blvd. #150 Escondido CA 92025

Mailing Address

bdobson@myacademy.org

EMail Address

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL AGENCY

Name of County _____ County CDS Code _____

Name of State Agency _____

Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ___/___/___, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

Gigi Lenz

Operations and Program Manager

Name

Signature

Title

619-343-2048

03-12-2026

Fax Number

Telephone Number

Date

500 La Terraza Blvd. #150 Escondido, CA 92025

Mailing Address

glenz@myacademy.org

EMail Address

- *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit

Estimated Number Needed

CLAD/English Learner Authorization (applicant already holds teaching credential)

3

Bilingual Authorization (applicant already holds teaching credential)

2

List target language(s) for bilingual authorization:

Spanish, Dari, Pashto

Resource Specialist

Teacher Librarian Services

Emergency Transitional Kindergarten (ETK)

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year’s actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas. Additionally, for the Single Subject Limited Assignment Permits estimated, please include the authorization(s) which will be requested:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	3
Single Subject	3
Special Education	3
TOTAL	9

Authorizations for Single Subject Limited Assignment Permits

SUBJECT	ESTIMATED NUMBER NEEDED	SUBJECT	ESTIMATED NUMBER NEEDED
Agriculture		Mathematics	1
Art		Music	
Business		Physical Education	
Dance		Science: Biological Sciences	1
English	1	Science: Chemistry	1
Foundational-Level Math		Science: Geoscience	1
Foundational-Level Science		Science: Physics	1
Health		Social Science	1
Home Economics		Theater	
Industrial & Technology Education		World Languages (specify)	

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program? Yes No

If no, explain. _____

Does your agency participate in a Commission-approved college or university internship program? Yes No

If yes, how many interns do you expect to have this year? _____

If yes, list each college or university with which you participate in an internship program.

If no, explain why you do not participate in an internship program.
MY Academy has not yet established a program.

Coversheet

Approval of the Certificated Salary Schedule (Revised)

Section: XII. Personnel Services
Item: B. Approval of the Certificated Salary Schedule (Revised)
Purpose: Vote
Submitted by: Gigi Lenz
Related Material: Certificated Salary Schedule (Revised) 2026-2027.pdf

BACKGROUND:

The Board is being asked to approve the 2026–2027 Certificated Salary Schedule for Motivated Youth Academy. The proposed schedule includes updated salary ranges for both Learning Facilitator and Education Specialist positions, with salary steps structured using a 1.02 step progression factor to provide consistent annual growth across years of service. Key elements include adjustments to the certificated salary schedule to ensure all salary steps meet the federal FLSA minimum threshold for exempt positions.

The schedule also maintains existing provisions related to step placement, education stipends for advanced degrees, and compensation for professional development activities. These updates are important to ensure the school remains competitive within the education labor market when recruiting and retaining a high-quality workforce, while maintaining compliance with applicable employment regulations.

Approval of this item supports the school's ability to maintain competitive compensation structures, regulatory compliance, and the recruitment and retention of qualified certificated staff.

RECOMMENDATION:

It is recommended the Board approve the revised Certificated Salary Schedule for Motivated Youth Academy (#1628).

Fiscal Impact: None.



Certificated Salary Schedule 2026-2027

Certificated - Learning Facilitator					Education Specialist				
Years of Service	Hourly Rate	Daily Rate	Annual (185 Days)	Annual (220 Days)	Years of Service	Hourly Rate	Daily Rate	Annual (185 Days)	Annual (220 Days)
Intern	\$ 34.01	\$ 272.08	\$ 51,695.20	\$ 59,857.60	Intern	\$ 38.09	\$ 304.73	\$ 57,898.62	\$ 67,040.51
0	\$ 42.51	\$ 340.08	\$ 64,615.20	\$ 74,817.60	0	\$ 47.61	\$ 380.89	\$ 72,369.02	\$ 83,795.71
1	\$ 43.36	\$ 346.88	\$ 65,907.20	\$ 76,313.60	1	\$ 48.56	\$ 388.51	\$ 73,816.06	\$85,471.23
2	\$ 44.23	\$ 353.84	\$ 67,229.60	\$ 77,844.80	2	\$ 49.54	\$ 396.30	\$ 75,297.15	\$87,186.18
3	\$ 45.11	\$ 360.88	\$ 68,567.20	\$ 79,393.60	3	\$ 50.52	\$ 404.19	\$ 76,795.26	\$88,920.83
4	\$ 46.02	\$ 368.16	\$ 69,950.40	\$ 80,995.20	4	\$ 51.54	\$ 412.34	\$ 78,344.45	\$90,714.62
5	\$ 46.93	\$ 375.44	\$ 71,333.60	\$ 82,596.80	5	\$ 52.56	\$ 420.49	\$ 79,893.63	\$92,508.42
6	\$ 47.88	\$ 383.04	\$ 72,777.60	\$ 84,268.80	6	\$ 53.63	\$ 429.00	\$ 81,510.91	\$94,381.06
7	\$ 48.84	\$ 390.72	\$ 74,236.80	\$ 85,958.40	7	\$ 54.70	\$ 437.61	\$ 83,145.22	\$96,272.00
8	\$ 49.81	\$ 398.48	\$ 75,711.20	\$ 87,665.60	8	\$ 55.79	\$ 446.30	\$ 84,796.54	\$98,181.47
9	\$ 50.80	\$ 406.40	\$ 77,216.00	\$ 89,408.00	9	\$ 56.90	\$ 455.17	\$ 86,482.05	\$100,136.96
10	\$ 51.82	\$ 414.56	\$ 78,766.40	\$ 91,203.20	10	\$ 58.04	\$ 464.31	\$ 88,218.37	\$102,147.58
11	\$ 52.86	\$ 422.88	\$ 80,347.20	\$ 93,033.60	11	\$ 59.20	\$ 473.63	\$ 89,988.86	\$104,197.63
12	\$ 53.91	\$ 431.28	\$ 81,943.20	\$ 94,881.60	12	\$ 60.38	\$ 483.03	\$ 91,776.38	\$106,266.95
13	\$ 55.00	\$ 440.00	\$ 83,600.00	\$ 96,800.00	13	\$ 61.60	\$ 492.80	\$ 93,632.00	\$108,416.00
14	\$ 56.10	\$ 448.80	\$ 85,272.00	\$ 98,736.00	14	\$ 62.83	\$ 502.66	\$ 95,504.64	\$110,584.32
15	\$ 57.21	\$ 457.68	\$ 86,959.20	\$ 100,689.60	15	\$ 64.08	\$ 512.60	\$ 97,394.30	\$112,771.95
16	\$ 58.36	\$ 466.88	\$ 88,707.20	\$ 102,713.60	16	\$ 65.36	\$ 522.91	\$ 99,352.06	\$115,039.23
17	\$ 59.53	\$ 476.24	\$ 90,485.60	\$ 104,772.80	17	\$ 66.67	\$ 533.39	\$ 101,343.87	\$117,345.54
18	\$ 60.72	\$ 485.76	\$ 92,294.40	\$ 106,867.20	18	\$ 68.01	\$ 544.05	\$ 103,369.73	\$119,690.96
19	\$ 61.94	\$ 495.52	\$ 94,148.80	\$ 109,014.40	19	\$ 69.37	\$ 554.98	\$ 105,446.66	\$122,093.06
20	\$ 63.17	\$ 505.36	\$ 96,018.40	\$ 111,179.20	20	\$ 70.75	\$ 566.00	\$ 107,540.61	\$124,520.70

Step Factor: 1.02

Step Placement:
 Initial salary step placement is based on up to 5 years of related teaching experience. Higher step placement may be approved by the Director and confirmed by the Board of Directors for shortage areas. Eligibility for salary step advancement is reviewed on July 1 of each fiscal year and is based upon completion of at least 75% of the work year calendar, the School's budget solvency, employee performance, and any other relevant factors.
 Intern - 80% of step 1 of certificated schedule

Salary Schedule - Substitute Teacher			
	Hourly	Daily Rate	1/2 day
Intern	\$34.68	\$277.44	\$138.72
Intern Education Specialist	\$38.58	\$308.64	\$154.32
30 day sub permit	\$39.02	\$312.16	\$156.08
30 day sub permit after 30 days	\$39.89	\$319.12	\$159.56
Credentialed substitute teacher	\$40.76	\$326.08	\$163.04
Credentialed substitute teacher after 30	\$43.36	\$346.88	\$173.44
Credentialed Education Specialist	\$45.65	\$365.20	\$182.60
Credentialed Education Specialist after 30	\$48.56	\$388.48	\$194.24
Content Area Teacher	\$46.93	\$375.44	\$187.72

Education Stipend:
 Effective 7/1/19 certificated personnel in possession of a educationally related advanced degree from an accredited college or university will receive an annual stipend.
 Master's \$1,500.00
 Master's + Doctorate \$3,000.00
 Employees serving in positions that are 50% FTE or greater are eligible for the education stipend.

Professional Development:
 Staff will be compensated using step 7 of the certificated salary schedule for their attendance at management directed staff development or training days outside of their regular work year calendar.

[1] The annual salaries of step 5 should always be or slightly exceed the CA salary threshold.
 [2] The annual salaries of step 5 should always be or slightly exceed the CA salary threshold.

Coversheet

Approval of Revision of 3005 MYA Purchasing Fiscal Policy

Section: XIII. Policy Development
Item: A. Approval of Revision of 3005 MYA Purchasing Fiscal Policy
Purpose: Vote
Submitted by: Gigi Lenz
Related Material:
MYA 3005 Purchasing Fiscal Policy - Redlined (Revised) - 2026.02.10.pdf.pdf
MYA 3005 Purchasing Fiscal Policy - For Board Approval (Revised) - 2026.02.10.pdf

BACKGROUND:

The Board is being asked to approve revisions to Policy 3005 – Purchasing Fiscal Policy to update and clarify the school’s internal purchasing controls and financial authorization thresholds. The proposed revisions increase the Executive Director’s purchasing authorization limit to \$10,000 and update related sections of the policy to ensure consistency in approval requirements, documentation standards, and purchasing procedures. The policy outlines the procedures for approving purchases, use of purchasing cards, documentation requirements, and contracting for services, while maintaining appropriate internal controls to ensure fiscal accountability and compliance with audit requirements. The revisions also clarify Board approval thresholds for contracts and expenditures, purchasing documentation standards, and procedures related to contracts and debt obligations.

Approval of the revised policy will support effective financial oversight, maintain clear purchasing procedures, and ensure continued compliance with internal fiscal controls and audit standards for the organization.

RECOMMENDATION:

It is recommended the Board approve the revisions to Policy 3005 – Purchasing Fiscal Policy for Motivated Youth Academy (#1628).

Fiscal Impact: None.

PURCHASING FISCAL POLICY

PURCHASING

Purchases

1. The Executive Director or designee must approve all purchases. The Executive Director or designee may authorize expenditures up to ~~\$10,0005,000~~. For Special Education purchases related to a student's Individual Education Plan (IEP), the Executive Director may authorize purchases that exceed ~~\$10,0005,000~~ with ratification by the Board of Directors. The Board of Directors must pre-approve contracts over ~~\$10,0005,000~~, except as related to materials or services outlined in a student's IEP.
2. The Board of Directors must approve any expenditures, that would result in a budget line item variance of \$10,000, or 5%, ~~whichever is higher. The Director or designee may authorize such line item expenditure variances in times when it is impracticable to seek approval from the Board of Directors, these expenditures must be ratified by the Board of Directors at a subsequent board meeting, whichever is higher.~~
3. For materials or services outlined in a student's IEP, the Executive Director or designee may authorize materials and/or service expenditures recommended by the IEP team without limit. The Executive Director or designee will confirm the need for the purchase. These expenditures will be ratified by the Board of Directors at the subsequent board meeting.
4. When approving purchases, the Executive Director or designee shall:
 - a. Determine if the expenditure is budgeted
 - b. Determine if funds are currently available for expenditures (i.e. cash flow)
 - c. Determine if the expenditure is allowable under the appropriate revenue source
 - d. Determine if the price is competitive and prudent for all purchases. The determination must include documentation of a good faith effort to secure the lowest possible cost for comparable goods or services for purchases over \$5,000.
5. All purchases will be made through the online purchasing system for the purposes of tracking and documentation.
6. Using personal funds to make purchases on behalf of the School shall be avoided. Employees who use personal funds to make unauthorized purchases shall not be reimbursed. Authorized purchases shall be promptly reimbursed upon submission of the receipts and approval of the supervisor through the approved online system or by use of an expense reimbursement form.

Motivated Youth Academy

Policy Approved: August 19, 2021

Policy Revised: month, day, year ~~Policy Reviewed: May 12, 2022~~

~~Policy Reviewed: May 9, 2024~~

~~Policy Reviewed: March 9, 2025~~

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BUSINESS/NON-INSTRUCTIONAL**3005-MYA****PURCHASING FISCAL POLICY****PURCHASE CARDS**

All purchases made using the School's Purchase Card must be for official school business and in accordance with the School's fiscal purchasing policy. The card must not be used for personal expenditures regardless of the reason. Unauthorized purchases or misuse of the card may render the individual purchaser liable for the goods or services and corrective action up to and including termination and/or possible criminal charges. The School does not possess or utilize debit cards and the issuing and use of any debit cards is strictly prohibited.

Failure to provide adequate documentation for a purchase will constitute misuse of the card. Adequate documentation consists of at least one of the following documents (referred to hereafter in this policy as the receipt) signed by the cardholder:

1. Original itemized invoice on company letterhead
2. Cash register receipt (itemized)
3. Printed on-line order form (itemized)
4. Facsimiles of itemized order form (faxed from company)
5. Handwritten itemized voucher from vendor describing items purchased and including original signature, phone number, address and tax identification number
6. Signed affidavit from purchaser itemizing purchase. This option is reserved as a last resort in the case of a lost or stolen original itemized receipt. Abuse of this option will result in reprimand and corrective action.

Note: The customer copy of the charge slip showing only the total charge is not sufficient documentation. The receipt **must** list specific items purchased.

If an original sales slip/invoice is not available at the time of statement reconciliation, the School is not liable for the purchase and will invoice the cardholder for reimbursement of the charge.

When the purchasing card is issued, the cardholder must sign the Purchase Card Receipt Acknowledgement Form. This form states that the cardholder accepts the responsibility for the protection and proper use of the card. If the procedures are not followed leading to unauthorized use of the card, the cardholder will be held responsible for any cost to the School.

The use of the purchase card is intended for legitimate purchases, such as conference reservations, group meals for meetings with an agenda, hotel reservations, and/or flights, and may be used for routine or planned purchases for business purposes. Additionally, strict enforcement of these procedures must be

Motivated Youth Academy

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Policy Approved: August 19, 2021

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BUSINESS/NON-INSTRUCTIONAL**3005-MYA****PURCHASING FISCAL POLICY**

adhered to in order to operate in compliance with audit requirements in regard to purchase card usage and receipt documentation, and to prevent misuse, fraud, or potential embezzlement of funds.

Contracts for Service

1. Consideration shall be taken of in-house capability and capacity to accomplish services before contracting for them for purchase orders (PO's) over \$10,000~~5,000~~.
2. Written contracts clearly describing the scope of work to be performed shall be maintained for contract service providers that pass the greater than \$10,000~~5,000~~ threshold (e.g. consultants, independent contractors, subcontractors).
 - a. Contract service providers must show proof of being licensed and bonded, if applicable, and of having adequate liability and worker's compensation insurance currently in effect. Contract service providers will list the School as an additional insured.
 - b. Contract service providers who engage students will be required to submit to fingerprinting requirements via LiveScan in order to comply with Education Code Section 45125.1.
 - c. Contract service providers who have frequent or prolonged contact with students will be assessed and examined (if necessary) for tuberculosis prior to working with students.
3. Contracts that must be signed outside of the schools online purchase order system must be approved and signed by the CEO.
4. Contract service providers shall be paid in accordance with approved contracts after work is performed unless otherwise agreed upon in the contract.
5. The Board of Directors must approve all contracts over \$10,000~~5,000~~.

Debt

When applicable, short-term debt consists of financing expected to be paid within one year of the date of the annual audited financial statements. Long-term debt consists of financing that is not expected to be repaid within one year and is recorded in the Enterprise Fund.

Loan agreements approved by the Board of Directors should be in writing and should specify all applicable terms, including the purpose of the loan, the interest rate, and the repayment schedule. A fully-executed Memorandum of Understanding (MOU) qualifies.

Motivated Youth Academy

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~~Policy Reviewed: May 9, 2024~~

~~Policy Reviewed: March 9, 2025~~

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BUSINESS/NON-INSTRUCTIONAL

3005-MYA

PURCHASING FISCAL POLICY

If long-term financial obligations are necessary, the Board will be given a summary of the necessity for the debt, debt collection details, and full debt statements as provided by the debtor.

Motivated Youth Academy

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Policy Approved: August 19, 2021

Policy Revised: month, day, year ~~Policy Reviewed: May 12, 2022~~

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PURCHASING FISCAL POLICY

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Motivated Youth Academy

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