



Elevate School

Board Meeting

Date and Time

Thursday December 9, 2021 at 3:30 PM PST

Location

Zoom Meeting ID: 953 0451 5210

Passcode: elevate

The public comment portion of the meeting is set aside for members of the audience to make comments or raise issues that are not specifically on the agenda or those items that are on the agenda. These presentations are limited to three (3) minutes per person and the total time allotted to non-agenda items will not exceed fifteen (15) minutes. Individuals wishing to speak please complete a Public Comment Request Form by 10:00am on the day of the meeting.

Pursuant to Education Code Section 35144, the State of California's Ralph M. Brown Act, Government Code Section 54956, and AB 361 which allows for deviation from established protocols during meetings, the regular meeting of the Elevate Board scheduled for Thursday, December 9, 2021, will be conducted via Zoom. The Board will accept public testimony via Zoom for the Regular Meeting.

Agenda

	Purpose	Presenter	Time
I. Opening Items			3:30 PM
Opening Items			
A. Record Attendance and Guests		Carol Leighty	1 m
B. Call the Meeting to Order		Carol Leighty	1 m
C. Approve Agenda	Vote	Carol Leighty	1 m
D. Approve Resolution of the Elevate Board Considering the Continued State of Emergency and	Vote	Ryan Elliott	2 m

	Purpose	Presenter	Time
Circumstances for Board Meetings by Teleconference Pursuant to the Brown Act			
E. Approve Minutes from Board Meeting on November 18	Approve Minutes	Carol Leighty	1 m
F. Non-Agenda Public Comment		Carol Leighty	5 m
II. Agenda Items			3:41 PM
A. Executive Director Report	FYI	Ryan Elliott	15 m
B. Financial Update	FYI	Adam McWethy	15 m
C. Approve FY2021-2022 First Interim Financial Report	Vote	Adam McWethy	5 m
D. Approve Educator Effectiveness Block Grant Plan 2021	Vote	Ryan Elliott	10 m
E. Consideration and approval of supporting foundation	Vote	Carol Leighty	10 m
F. Approve COVID-19 Employee Vaccination Policy	Vote	Ryan Elliott	10 m
G. Task Force Updates	FYI	Carol Leighty	15 m
III. Closing Items			5:01 PM
A. Adjourn Meeting	Vote		

Cover Sheet

Approve Resolution of the Elevate Board Considering the Continued State of Emergency and Circumstances for Board Meetings by Teleconference Pursuant to the Brown Act

Section: I. Opening Items
Item: D. Approve Resolution of the Elevate Board Considering the Continued State of Emergency and Circumstances for Board Meetings by Teleconference Pursuant to the Brown Act
Purpose: Vote
Submitted by:
Related Material:
2021.12.9 Elevate_ Resolution re Continued Conditions for Teleconference Board Meetings.pdf

**RESOLUTION OF THE BOARD OF DIRECTORS OF ELEVATE SCHOOL
CONSIDERING THE CONTINUED STATE OF EMERGENCY AND
CIRCUMSTANCES FOR BOARD MEETINGS BY TELECONFERENCE
PURSUANT TO THE BROWN ACT**

WHEREAS, meetings of the Board of Directors (“Board”) of Empower Charter School are called, held, and conducted in accordance with the Ralph M. Brown Act (Govt. Code § 54950, *et seq.*) (the “Brown Act”), as applicable.

WHEREAS, on or around March 4, 2020, Governor Newsom proclaimed a state of emergency in California in response to the coronavirus (COVID-19) outbreak. The state of emergency remains active, and state and local officials recommend health and safety measures to promote social distancing.

WHEREAS, on or around March 20, 2020, Governor Newsom issued Executive Order N-29-20 to temporarily suspend certain requirements under the Brown Act which, among other things, expanded flexibility to hold meetings by teleconference during the COVID-19 pandemic. Executive Order N-29-20 expired on September 30, 2021.

WHEREAS, following the recent enactment of Assembly Bill 361 (2021), revised Section 54953(e) of the Brown Act now provides modified conditions with regards to Board member and public participation by teleconference during a state of emergency in order to maintain social distancing and mitigate the risk of COVID-19 transmission.

NOW, THEREFORE, this Board hereby finds, resolves and orders as follows:

Section 1. After consideration or reconsideration, as applicable, of the circumstances of the ongoing state of emergency, this Board finds that such circumstances continue to directly impact the ability of Board members to meet safely in person and that state and local health officials continue to recommend measures to promote social distancing.

Section 2. In light of these ongoing circumstances, meetings of the Board, and its committees, if any, shall be called, held and conducted in accordance with the teleconferencing requirements of Section 54953(e)(2) of the Brown Act, rather than Section 54953(b)(3).

Section 3. This resolution shall take effect immediately upon its adoption and shall remain effective for thirty (30) days, or until this Board adopts a subsequent resolution in accordance with Government Code Section 54953.

Section 4. The officers of this Board, the Executive Director, or their designee(s), are individually authorized and directed to take or cause to be taken such other actions as may be required to fulfill the purposes of this resolution.

#

CERTIFICATE OF ADOPTION

I, _____, Secretary of Board of Directors of Elevate School, a California nonprofit public benefit corporation, County of San Diego, California, hereby certify as follows:

The attached is a full, true, and correct copy of the resolutions duly adopted at a meeting of the Board of Directors of Elevate School, which was held on November 18, 2021, at which all the members of the Board of Directors had due notice and at which a quorum was present; and at such meeting such resolutions were adopted by the following vote:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

WITNESS my hand this 9th day of December, 2021.

Secretary, Elevate School

Cover Sheet

Approve Minutes from Board Meeting on November 18

Section:	I. Opening Items
Item:	E. Approve Minutes from Board Meeting on November 18
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for Board Meeting on November 18, 2021

APPROVED



Elevate School

Minutes

Board Meeting

Date and Time

Thursday November 18, 2021 at 3:30 PM

Location

Zoom Meeting ID: 953 0451 5210

Passcode: elevate

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Pursuant to Education Code Section 35144, the State of California's Ralph M. Brown Act, Government Code Section 54956, and AB 361 which allows for deviation from established protocols during meetings, the regular meeting of the Elevate Board scheduled for Thursday, November 18, 2021, will be conducted via Zoom. The Board will accept public testimony via Zoom for the Regular Meeting.

Directors Present

Adam McWethy (remote), Carol Leighty (remote), Cheryl Gorman (remote), Freda Callahan (remote), Jill Soule (remote), Jo Luehmann (remote), Kirsten Grimm (remote)

Directors Absent

None

Guests Present

DeAnna Jones (remote), Kellie Hooper (remote), Ryan Elliott (remote)

I. Opening Items

A.

Record Attendance and Guests

B. Call the Meeting to Order

Carol Leighty called a meeting of the board of directors of Elevate School to order on Thursday Nov 18, 2021 at 3:31 PM.

C. Approve Agenda

Jo Luehmann made a motion to approve the agenda.
Kirsten Grimm seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approve Resolution of the Elevate Board Considering the Continued State of Emergency and Circumstances for Board Meetings by Teleconference Pursuant to the Brown Act

Jill Soule made a motion to Approve Resolution of the Elevate Board Considering the Continued State of Emergency and Circumstances for Board Meetings by Teleconference Pursuant to the Brown Act.
Adam McWethy seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Approve Minutes from Board Meeting on October 14

Cheryl Gorman made a motion to approve the minutes from Board Meeting on 10-14-21.
Jo Luehmann seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Jill Soule	Aye
Carol Leighty	Aye
Adam McWethy	Aye
Kirsten Grimm	Aye
Cheryl Gorman	Aye
Freda Callahan	Abstain
Jo Luehmann	Aye

F. Approve Minutes for Special Board Meeting on October 14

Jo Luehmann made a motion to approve the minutes from Special Board Meeting on 10-14-21.
Cheryl Gorman seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Carol Leighty	Aye
Cheryl Gorman	Aye
Freda Callahan	Abstain
Adam McWethy	Aye
Jo Luehmann	Aye
Jill Soule	Abstain
Kirsten Grimm	Aye

G. Non-Agenda Public Comment

No public comment.

II. Agenda Items

A. Executive Director Report

Ryan Elliott reported:

- Current enrollment 416
- Attendance month 1 96% (K-5) 94.7%(6/7)
month 2 94.9% (k-5) 95%(6/7)
- Staffing update: Certified 31, Classified 21, 3 counseling interns
- COVID tests are being administered on campus for students with COVID symptoms and identified close contacts
- STEAM has resumed
- Veterans Day Assembly was held, every student participated
- Student led conferences, week of Nov. 15th
- PCSGP grant was submitted
- Prop 39 for 2022-2023 was submitted
- Initial meeting with Real Estate Broker assisting with facility identification and acquisition on Nov. 16th.
- Lawyers consulted for Foundation establishment
- Blue Ribbon Spirit Week and Awards Ceremony, November 11/1-5

B. Financial Update

DeAnna Jones reported on the financials.

C. Educator Effectiveness Block Grant 2021 Information Item

Ryan Elliott reported information on the Block Grant.

D. Task Force Updates

III. Closing Items

A. Adjourn Meeting

Freda Callahan made a motion to adjourn meeting.

Jill Soule seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:21 PM.

Respectfully Submitted,
Cheryl Gorman

Cover Sheet

Financial Update

Section: II. Agenda Items
Item: B. Financial Update
Purpose: FYI
Submitted by:
Related Material: EE School Oct 21 Financial Packet.pdf

ELEVATE SCHOOL - Financial Dashboard (October 2021)

1 Key Performance Indicators

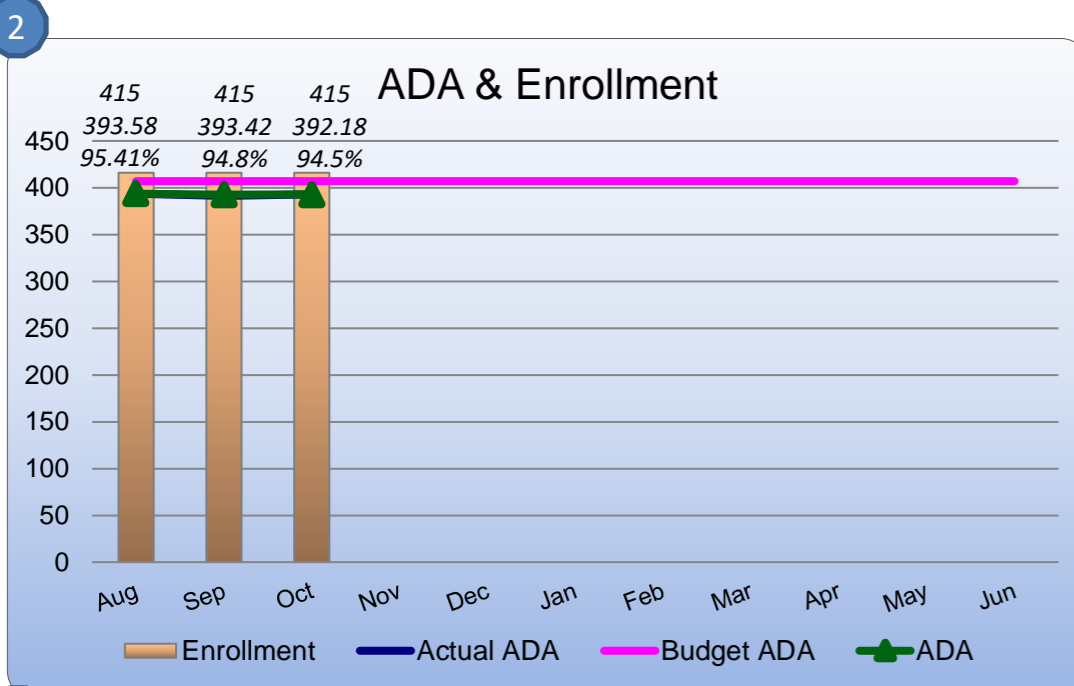
ADA vs. Budget ● Cash on Hand ●

Net Income / (Loss) ● Year-End Cash ●

KEY POINTS

LAO Issues Bright Forecast, Increased Funding for K-12

- \$31B budget surplus forecast for 22/23
- Gann Limit “will constrain [state’s] choices as it deliberates how to spend the influx of revenue”
- “Depending on how the state chooses to allocate these excess state revenues, K-12 schools and community colleges could receive additional one-time payments totaling \$13 billion across the three fiscal years. However, the state may make different choices, including allocating the funds to spending that is excluded from the limit, such as capital outlay projects.”
- LAO estimates COLA will be:
 - 5.35% in 22/23
 - 3.5% in 23/24
 - 3% in 24/25
- COLA estimates reflect spike in inflation
- Governor will unveil his 22/23 State Budget proposal by January 10



3 Average Daily Attendance Analysis

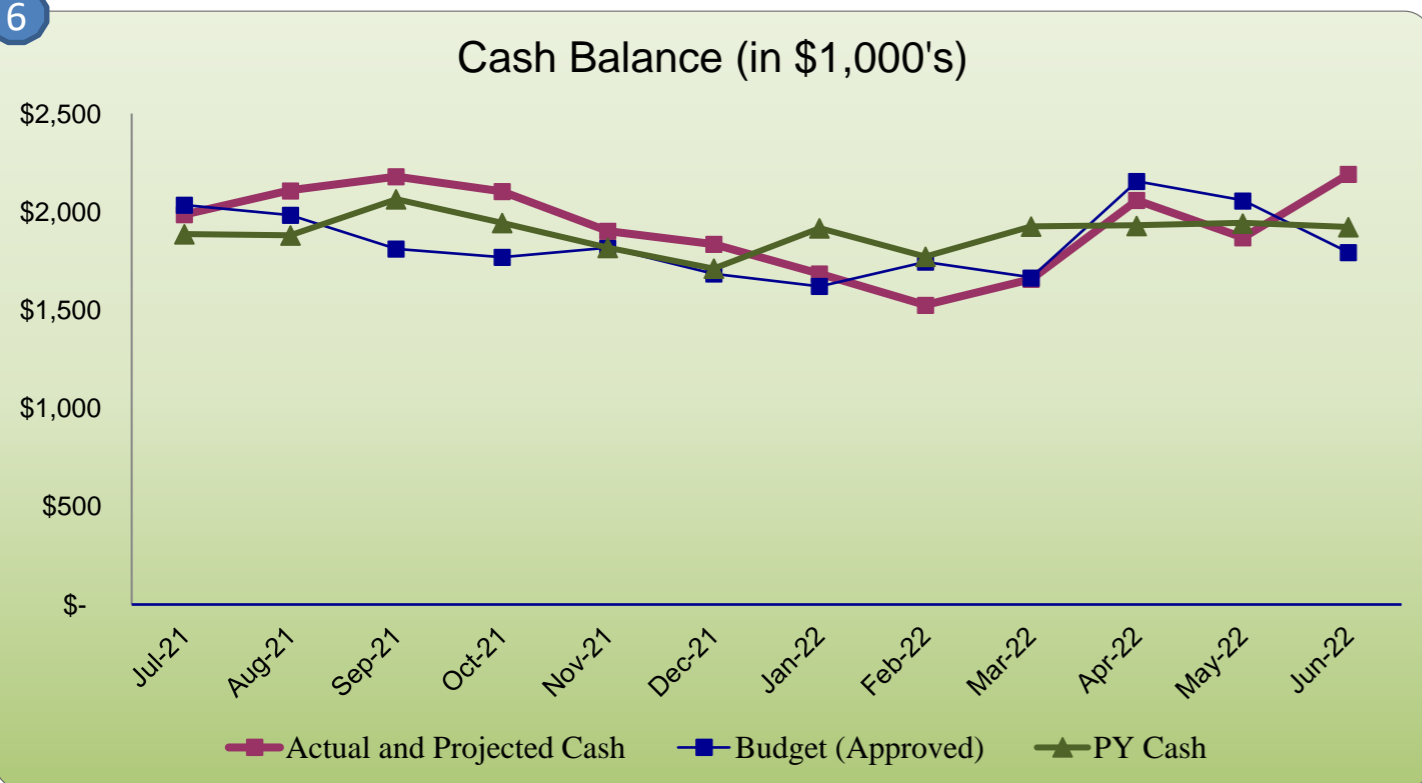
Category	Forecasted P2	Budgeted P2	Better/ (Worse)	Prior Year P2
Enrollment	415	424	(9)	366
ADA %	94.0%	96.0%	-2.0%	96.0%
ADA	392.36	407.04	(14.68)	349.50

4 LCFF Supplemental & Concentration Grant Factors

Category	Budget	Forecast	Variance	Prior Year
Unduplicated Pupil %	41.5%	41.4%	-0.1%	41.5%
3-Year Average %	41.5%	41.5%	0.0%	40.7%
District UPP C. Grant Cap	57.4%	59.2%	1.7%	59.2%

5 INCOME STATEMENT

	Forecast	VS. Budget		Historical	
	As of 10/31/21	FY 21-22 Budget	Variance B/(W)	FY 20-21	FY 19-20
Local Control Funding Formula	3,650,809	3,791,815	(141,006)	3,108,971	2,784,879
Federal Revenue	929,996	854,592	75,404	824,446	467,497
State Revenue	494,746	486,253	8,493	188,492	324,291
Other Local Revenue	327,683	303,402	24,281	255,270	238,697
Grants/Fundraising	33,664	33,664	0	61,799	121,558
TOTAL REVENUE	5,436,898	5,469,725	(32,828)	4,438,978	3,936,922
Certificated Salaries	2,225,538	2,248,419	22,881	1,705,279	1,414,423
Classified Salaries	630,941	671,335	40,394	601,648	467,582
Benefits	807,865	837,189	29,324	625,991	738,511
Student Supplies	426,741	428,361	1,621	446,895	246,121
Operating Expenses	1,165,016	1,153,810	(11,205)	943,478	792,867
Other	26,365	24,017	(2,348)	24,342	15,073
TOTAL EXPENSES	5,282,465	5,363,130	80,665	4,347,633	3,674,576
<i>Total per ADA</i>	13,463	13,176	(287)	12,440	11,830
NET INCOME / (LOSS)	154,433	106,595	47,838	91,345	262,346



Year-End Cash Balance

Projected	Budget	Variance
2,191,637	1,794,060	397,577

7 Balance Sheet

Balance Sheet	6/30/2021	10/31/2021	6/30/2022 FC
Assets			
Cash, Operating	1,271,251	1,451,283	1,399,267
Cash, Restricted	652,145	652,067	792,370
Accounts Receivable	686,702	92,667	412,020
Due From Others	2,646	2,539	2,539
Other Assets	168,935	77,990	219,245
Net Fixed Assets	91,577	96,271	78,580
Total Assets	2,873,257	2,372,816	2,904,021
Liabilities			
A/P & Payroll	196,814	104,073	228,412
Due to Others	27,762	0	30,888
Deferred Revenue	191,928	191,928	33,536
Total Debt	0	0	0
Total Liabilities	416,504	296,001	292,835
Equity			
Beginning Fund Bal.	2,365,408	2,456,753	2,456,753
Net Income/(Loss)	91,345	(379,938)	154,433
Total Equity	2,456,753	2,076,815	2,611,186
Total Liabilities & Equity	2,873,257	2,372,816	2,904,021

Days Cash on Hand	107	101	97
Cash Reserve %	29.4%	27.6%	26.6%



	Actuals as of 10/31/2021													FORECAST	Budget Variance Better / (Worse)
	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Accrual	Jul-21 - Jun-22	
Income															
8011-8098 - Local Control Funding Formula Sources															
8011 Local Control Funding Formula	36,984	36,984	66,570	99,329	65,469	65,469	65,469	74,662	74,662	74,662	74,662	74,662	(0)	809,584	(69,994)
8012 Education Protection Account	-	-	17,475	-	-	18,036	-	-	24,304	-	-	21,175	-	80,990,171	(418)
8096 In Lieu of Property Taxes	-	167,689	335,377	223,585	196,586	196,586	196,586	196,586	415,507	207,753	207,753	207,753	206,910	2,758,677	(72,157)
8098 In Lieu of Property Taxes, Prior Year	28	-	1,535	-	-	-	-	-	-	-	-	-	-	1,563	1,563
Total 8011-8098 - Local Control Funding Formula Sources	37,012	204,673	420,957	322,914	262,055	280,091	262,055	271,248	514,473	282,416	282,416	303,590	206,910	3,650,809	(141,006)
8100-8299 - Federal Revenue															
8181 Special Education - Federal (IDEA)	-	-	-	-	-	-	-	-	-	-	-	-	46,375	46,375	625
8221 Child Nutrition - Federal	-	-	-	-	-	9,661	10,869	9,661	12,077	11,473	10,869	33,454	13,003	111,066	9,311
8291 Title I	-	-	-	11,457	-	-	-	-	11,457	-	-	22,914	(0)	45,827	4,452
8292 Title II	-	-	-	-	-	-	-	-	2,221	-	-	4,442	2,221	8,884	17
8295 Title IV, SSAFE	-	-	-	2,500	-	-	-	-	2,500	-	-	5,000	-	10,000	-
8297 Facilities Incentive Grant	-	20,000	-	-	-	-	-	-	-	180,000	-	40,000	-	240,000	240,000
8299 All Other Federal Revenue	-	20,571	-	-	-	93,569	-	-	-	350,883	-	-	2,821	467,844	(179,000)
Total 8100-8299 - Other Federal Income	-	40,571	-	13,957	-	103,230	10,869	9,661	28,254	542,356	10,869	105,809	64,420	929,996	75,404
8300-8599 - Other State Revenue															
8520 Child Nutrition - State	-	-	-	-	-	689	775	689	861	818	775	2,103	781	7,488	36
8550 Mandate Block Grant	-	-	-	-	-	6,015	-	-	-	-	-	-	-	6,015	-
8561 State Lottery - Non Prop 20	-	-	-	-	-	-	15,989	-	-	15,989	-	15,989	15,989	63,955	2,899
8562 State Lottery - Prop 20	-	-	-	-	-	-	-	-	-	-	-	6,376	19,128	25,503	5,558
8560 Lottery Revenue	-	-	-	-	-	-	15,989	-	-	15,989	-	22,365	35,116	89,458	8,457
8592 State Mental Health	-	-	-	-	-	-	-	-	33,750	-	-	-	41,250	75,000	-
8599 State Revenue - Other	-	-	-	-	-	-	-	-	-	-	-	316,785	-	316,785	-
Total 8300-8599 - Other State Income	-	-	-	-	-	6,703	16,763	689	34,611	16,806	775	341,252	77,147	494,746	8,493
8600-8799 - Other Local Revenue															
8631 Sale of Equipment & Supplies	-	350	-	-	-	-	-	-	-	-	-	-	-	350	350
8660 Interest & Dividend Income	-	202	-	2,777	1,661	-	1,505	2,016	-	2,798	-	-	5,946	16,905	(2,445)
8689 All Other Fees & Contracts	-	18	55	-	-	-	-	-	-	-	-	-	-	73	73
8695 Contributions & Events	-	148	-	-	79	19	27,609	233	580	83	66	211	1,739	30,767	-
8696 Other Fundraising	-	-	-	-	-	-	-	-	-	-	-	2,713	183	2,897	-
8699 All Other Local Revenue	-	-	1,420	-	-	-	-	-	10,423	-	-	-	7,508	19,350	-
8792 Transfers of Apportionments - Special Education	-	12,051	12,051	-	22,528	22,528	22,528	37,788	37,788	37,788	37,788	-	48,169	291,005	26,303
Total 8600-8799 - Other Income-Local	-	12,412	13,882	2,777	24,268	22,547	51,642	40,036	48,790	40,668	37,854	2,924	63,545	361,347	24,281
Prior Year Adjustments															
8999 Other Prior Year Adjustment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Prior Year Adjustments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL INCOME	37,012	257,656	434,839	339,648	286,323	412,571	341,329	321,634	626,129	882,245	331,913	753,576	412,022	5,436,898	(32,828)
Expense															
1000 - Certificated Salaries															
Total 1000 - Certificated Salaries	19,925	158,493	157,002	196,170	211,744	211,744	211,744	211,744	211,744	211,744	211,744	211,744	-	2,225,538	22,881
2000 - Classified Salaries															
Total 2000 - Classified Salaries	7,592	39,288	66,422	65,953	56,461	56,461	56,461	56,461	56,461	56,461	56,461	56,461	-	630,941	40,394
3000 - Employee Benefits															
3111 STRS - State Teachers Retirement System	3,371	22,941	33,732	35,179	35,827	35,827	35,827	35,827	35,827	35,827	35,827	35,827	-	381,839	(1,407)
3311 OASDI - Social Security	471	1,979	3,310	3,315	3,501	3,501	3,501	3,501	3,501	3,501	3,501	3,501	-	37,078	4,544
3331 MED - Medicare	397	2,866	3,212	3,747	3,889	3,889	3,889	3,889	3,889	3,889	3,889	3,889	-	41,334	1,002
3401 H&W - Health & Welfare	40,072	20,922	23,410	31,549	24,500	24,500	24,500	24,500	24,500	24,500	24,500	24,500	-	287,454	4,522
3501 SUI - State Unemployment Insurance	137	988	1,108	1,292	1,341	1,341	1,341	1,341	1,341	1,341	1,341	1,341	-	14,253	21,660
3601 Workers' Compensation Insurance	7,775	2,793	6,742	2,793	2,793	2,793	2,793	2,793	2,793	2,793	2,793	2,793	-	36,861	(2,022)
3901 Other Retirement Benefits	333	545	748	643	847	847	847	847	847	847	847	847	-	9,045	1,025
Total 3000 - Employee Benefits	52,557	53,034	72,261	78,519	72,697	72,697	72,697	72,697	72,697	72,697	69,904	45,404	-	807,865	29,324
4000 - Supplies															
4111 Core Curricula Materials	14,488	826	918	-	3,955	3,955	3,955	3,955	3,955	3,955	3,955	3,955	-	47,869	(7,378)
4211 Books & Other Reference Materials	-	4,649	1,345	343	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	-	14,741	486
4311 Student Materials	10,974	4,978	16,998	1,500	5,093	5,093	5,093	5,093	5,093	5,093	5,093	5,093	-	75,194	13,000
4351 Office Supplies	8	503	6,873	6,983	850	850	850	850	850	850	850	850	-	21,169	(9,736)

	Actuals as of 10/31/2021													FORECAST	Budget Variance
	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Accrual	Jul-21 - Jun-22	Better / (Worse)
4371 Custodial Supplies	19	1,636	2,145	1,306	970	970	970	970	970	970	970	970	970	12,868	(843)
4391 Food (Non Nutrition Program)	127	274	2,847	641	84	84	84	84	84	84	84	84	84	4,562	(1,688)
4392 Uniforms	-	-	-	713	557	557	557	557	557	557	557	557	557	5,167	(229)
4393 PE & Sports Equipment	-	-	1,396	-	622	622	622	622	622	622	622	622	622	6,374	(4,404)
4399 All Other Supplies	192	1,559	3,101	302	1,289	1,289	1,289	1,289	1,289	1,289	1,289	1,289	1,289	15,466	(105)
4390 Other Supplies	-	-	-	-	2,552	2,552	2,552	2,552	2,552	2,552	2,552	2,552	-	31,568	(6,426)
4411 Non Capitalized Equipment	-	5,060	25,037	1,749	8,517	8,517	8,517	8,517	8,517	8,517	8,517	8,517	8,517	99,980	17,000
4711 Nutrition Program Food & Supplies	290	-	8,985	16,947	12,148	10,798	13,497	12,823	12,148	9,448	10,123	13,497	2,648	123,351	(4,481)
Total 4000 - Supplies	26,099	19,487	69,645	30,483	35,135	33,785	36,485	35,810	35,135	32,435	33,110	36,485	2,648	426,741	1,621
5000 - Operating Services															
5211 Travel & Conferences	1,143	-	322	270	1,420	1,420	1,420	1,420	1,420	1,420	1,420	1,420	1,420	13,093	5,437
5311 Dues & Memberships	10,115	128	(5)	-	269	269	269	269	269	269	269	269	269	12,392	1,395
5451 General Insurance	15,208	5,271	5,271	5,271	5,271	5,271	5,271	5,271	5,271	5,271	-	-	-	62,647	(9,130)
5511 Utilities	-	-	-	-	2,423	2,423	2,423	2,423	2,423	2,423	2,423	2,423	2,423	19,385	(4,469)
5531 Housekeeping Services	-	3,306	4,977	3,055	2,134	999	999	999	999	999	999	999	999	20,467	(1,173)
5599 Other Facility Operations & Utilities	400	-	131	167	765	765	765	765	765	765	765	765	765	6,819	1,151
5619 Other Facility Rentals	64,955	32,602	32,588	32,602	32,602	32,602	32,602	32,602	32,602	32,602	32,602	32,602	9,236	400,200	-
5621 Equipment Lease	1,527	1,016	1,853	824	1,699	1,699	1,699	1,699	1,699	1,699	1,699	1,699	1,699	18,814	476
5631 Vendor Repairs	-	1,692	5,136	978	715	715	715	715	715	715	715	715	715	13,524	(12,331)
5812 Field Trips & Pupil Transportation	-	-	1,296	-	2,588	2,588	2,588	2,588	2,588	2,588	2,588	2,588	2,588	22,000	5,000
5821 Legal	-	815	3,641	1,284	497	497	497	497	497	497	497	497	497	9,718	753
5823 Audit	-	-	-	-	2,484	2,484	2,484	2,484	2,484	2,484	2,484	2,484	2,484	19,868	(263)
5831 Advertisement & Recruitment	-	524	408	1,500	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800	16,833	505
5842 Special Education Services	-	-	3,211	10,637	13,426	13,426	13,426	13,426	13,426	13,426	13,426	13,426	13,426	121,253	(10,998)
5843 Non Public School	-	(198)	-	-	1,248	1,248	1,248	1,248	3,602	1,801	1,801	1,801	1,801	15,599	171
5849 Other Student Instructional Services	-	-	-	-	1,584	1,584	1,584	1,584	1,584	1,584	1,584	1,584	1,584	12,674	8,083
5852 PD Consultants & Tuition	-	-	1,720	179	2,840	2,840	2,840	2,840	2,840	2,840	2,840	2,840	2,840	24,622	-
5859 All Other Consultants & Services	-	15,699	14,881	9,186	16,435	16,435	16,435	16,435	16,435	16,435	16,435	16,435	16,435	171,244	21,306
5861 Non Instructional Software	13,119	3,204	2,241	5,362	881	881	881	881	881	881	881	881	881	30,974	-
5865 Fundraising Cost	-	-	-	-	4,354	4,354	4,354	4,354	4,354	4,354	4,354	4,354	4,354	34,832	362
5871 District Oversight Fees	-	-	4,905	(4,905)	-	6,220	6,220	6,220	6,220	6,220	6,220	6,220	21,000	64,540	2,296
5872 Special Education Fees (SELPA)	-	-	-	-	-	-	-	-	-	-	-	-	9,887	9,887	(420)
5899 All Other Expenses	-	-	462	15	677	677	677	677	677	677	677	677	677	5,891	(1,231)
5911 Office Phone	159	341	341	1,360	314	314	314	314	314	314	314	314	314	4,708	141
5921 Internet	1,220	1,220	1,220	1,220	165	165	165	165	165	165	165	165	165	6,195	(15)
5923 Website Hosting	11,500	-	(11,500)	-	-	-	-	-	-	-	-	-	-	-	-
5931 Postage & Shipping	-	47	110	203	133	133	133	133	133	133	133	133	133	1,427	664
5999 Other Communications	-	10	-	50	644	644	644	644	644	644	644	644	644	5,211	-
Total 5000 - Operating Services	119,346	65,678	73,208	69,258	99,892	104,977	104,977	104,977	107,331	105,530	100,259	76,893	32,688	1,165,016	(11,205)
6000 - Capital Outlay															
6901 Depreciation Expense	2,055	2,180	2,228	2,211	2,211	2,211	2,211	2,211	2,211	2,211	2,211	2,211	2,211	26,365	(2,348)
Total 6000 - Capital Outlay	2,055	2,180	2,228	2,211	2,211	2,211	2,211	2,211	2,211	2,211	2,211	2,211	-	26,365	(2,348)
7000 - Other Outgo															
7438 Interest Expense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total 7000 - Other Outgo	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENSE	227,574	338,160	440,766	442,594	478,140	481,876	484,575	483,900	485,579	481,079	473,690	429,197	35,336	5,282,465	80,665
NET INCOME	(190,562)	(80,503)	(5,927)	(102,946)	(191,817)	(69,305)	(143,246)	(162,266)	140,550	401,167	(141,777)	324,378	376,686	154,433	47,838
Operating Income														180,798	
EBITDA														180,798	
Beginning Cash Balance	1,923,397	1,986,018	2,108,085	2,179,082	2,103,350	1,901,504	1,834,410	1,685,083	1,525,029	1,655,934	2,059,312	1,868,040	2,191,637	1,923,397	139,196
Cash Flow from Operating Activities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Net Income	(190,562)	(80,503)	(5,927)	(102,946)	(191,817)	(69,305)	(143,246)	(162,266)	140,550	401,167	(141,777)	324,378	376,686	154,433	47,838
Change in Accounts Receivable	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Prior Year Accounts Receivable	267,586	206,562	98,303	21,583	-	-	-	-	-	-	-	92,669	-	686,703	(99,222)

	ACTUAL				Actuals as of 10/31/2021										FORECAST	Budget Variance
	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Accrual	Jul-21 - Jun-22	Better / (Worse)	
Current Year Accounts Receivable	-	-	-	-									(412,022)	(412,022)	192,094	
Change in Due from	-	20,563	(22,661)	2,205										108	108	
Change in Accounts Payable	(73,486)	(10,990)	(27,591)	(2,132)								119,891	4,449	10,140	12,216	
Change in Due to	-	(13,079)	(14,683)	-	-	-	-	-	-	-	-	-	30,888	3,126	200,370	
Change in Accrued Vacation	-	-	-	-										-	-	
Change in Payroll Liabilities	(36,444)	7,784	44,603	5,515										21,458	21,458	
Change in Prepaid Expenditures	93,472	-	(357)	(2,169)	(12,240)	-	(8,292)	-	(11,856)	-	(51,706)	(57,160)		(50,310)	27,931	
Change in Deposits	-	-	-	-										-	-	
Change in Deferred Revenue	-	-	-	-								(158,393)		(158,393)	(158,393)	
Depreciation Expense	2,055	2,180	2,228	2,211	2,211	2,211	2,211	2,211	2,211	2,211	2,211	2,211		26,365	2,348	
Cash Flow from Investing Activities	-	-	-	-												
Capital Expenditures	-	(10,450)	(2,918)	-	-	-	-	-	-	-	-	-		(13,368)	11,632	
Cash Flow from Financing Activities	-	-	-	-												
Source - Sale of Receivables	-	-	-	-	-	-	-	-	-	-	-	-		-	-	
Use - Sale of Receivables	-	-	-	-	-	-	-	-	-	-	-	-		-	-	
Source - Loans	-	-	-	-	-	-	-	-	-	-	-	-		-	-	
Use - Loans	-	-	-	-	-	-	-	-	-	-	-	-		-	-	
Ending Cash Balance	1,986,018	2,108,085	2,179,082	2,103,350	1,901,504	1,834,410	1,685,083	1,525,029	1,655,934	2,059,312	1,868,040	2,191,637	2,191,637	2,191,637	397,577	



Elevate School Financial Analysis October 2021

Net Income

Elevate School is projected to have a net income of \$154,433 in Fiscal Year 2020-21. This is \$47,838 less than the current board-approved budget.

Balance Sheet

As of October 31, 2021, the school's operating cash balance was \$1,415,283, with an additional amount of \$652,067 reserved for Economic Uncertainty.

As of October 31, 2021, the Accounts Receivable balance was \$92,667.

As of October 31, 2021, the Accounts Payable balance, including payroll liabilities, totaled \$104,073.

Income Statement

Revenue

Total revenue for Fiscal Year 2020-21 is projected to be \$5,436,898, which is 32,828 less than the board-approved budget.

- LCFF is projected to be \$141,006 under budget based on a 415 enrollment and 94% ADA, resulting to a 392.36 Average Daily Attendance rate.
- Federal Revenue is projected to be \$75,404 favorable mainly due to an increase in spending of ESSER funds and an increase in the Child Nutrition rate.
- State Revenue is projected to be \$8,493 favorable due to a projected increase to the State Lottery revenue.
- Other Local Revenue is projected to be \$24,281 favorable due to a projected increase in State SPED revenue.

Expenses

Total expenses for the year are projected to be \$5,282,465. This is \$80,665 less than the budgeted amount.

- Certificated Salaries are projected to be \$22,881 under budget due to recent departures and other personnel adjustments.
- Classified Salaries are projected to be \$40,394 under budget. This includes several positions that are currently vacant.
- Benefits are projected to be \$29,324 under budget due to adjustments to Certificated and Classified Salaries.

ADA & Enrollment

Financials were calculated based on an enrollment of 415 and ADA percentage of 94%, resulting to an Average Daily Attendance of 392.36. Budgeted enrollment was 424 with a 96% ADA percentage, resulting to an Average Daily Attendance of 407.04.

**Elevate School
Check Register
From 10/01/2021 to 10/31/2021**

Check #	Vendor Name	Date	Description	Amount
1002399	CINTAS	10/18/2021	SIG SANTS, MICROFIBER TOWELS, AUTOSOAP, ETC FOR SM CAMPUS	697.78
1002400	WILINE NETWORKS INC	10/18/2021	10/21 - INTERNET SERVICE AT SM CAMPUS	1,056.33
1002401	WILINE NETWORKS INC	10/18/2021	10/21 - INTERNET SERVICE AT MS CAMPUS	163.35
1002402	ANISHA BHOLA	10/18/2021	AMAZON - HOOKS FOR STUDENT BACKPACKS	123.68
1002403	MALLORY DOAK	10/18/2021	SMART & FINAL - METAL CATERING PANS FOR LUNCH PROGRAM, MILEAGE	183.88
1002404	AZTEC LEASING, INC	10/18/2021	09/25/21-10/24/21 - COPIER LEASE	586.70
1002405	AZTEC LEASING, INC	10/18/2021	09/21 - COPIER LEASE	125.58
1002406	AZTEC LEASING, INC	10/18/2021	09/10/21-10/09/21 - COPIER LEASE	261.84
1002407	TOP NOTCH CATERING	10/18/2021	09/21 - MEALS & EQUIPMENT RENTALS	15,016.75
1002408	CALIFORNIA CHOICE BENEFIT	10/18/2021	11/21 - HEALTH PREMIUM	29,659.05
1002409	CHOICE BUILDER ADMINISTRATORS	10/18/2021	11/21 - HEALTH PREMIUM	3,206.30
1002410	QUENCH USA, INC (D363708)	10/18/2021	09/22/21-10/21/21 - WATER SERVICE FOR TS CAMPUS	69.92
1002411	YOUNG, MINNEY & CORR, LLC.	10/18/2021	08/31/21-09/29/21 - LEGAL SERVICES	1,284.40
1002412	FAITH COMMUNITY CHURCH	10/18/2021	11/21 - RENT	22,880.00
1002413	CITY VIEW CHURCH	10/18/2021	11/21 - RENT FOR MIDDLE SCHOOL CAMPUS	9,550.00
1002414	JUNIOR ACHIEVEMENT OF SAN DIEGO COUNTY	10/18/2021	02/16/22 - BIZTOWN FIELD TRIP	1,296.00
1002415	GENERATION GENIUS INC	10/18/2021	FY21-22 - ANNUAL SUBSCRIPTION LICENSE	995.00
1002416	STONEWARE, INC OFFICE OF MARY C BARLOW KERN COUNTY	10/18/2021	08/25/21-08/24/22: ANNUAL SUBSCRIPTION LICENSE	2,275.00
1002417	SUPERINTENDENT OF SCHOOLS	10/25/2021	08/05/21 - ATTENDANCE CERTIFICATION TRAINING	185.00
1002418	CINTAS	10/25/2021	MICROFIBER TOWELS, SIG SANTS, SANITIZER, ETC FOR TS CAMPUS	94.95
1002419	PHONG VU	10/25/2021	COSTCO - (2) RACKS, AMAZON - MEDICINE BALLS FOR PE, ETC	1,870.08
1002420	RYAN ELLIOTT	10/25/2021	COSTCO - TABLES, FOLDING CHAIRS, SNACKS, ETC	1,265.55
1002421	DBA BEARCOM	10/25/2021	09/21 - PROGRAMMING FOR RADIOS	231.66
1002422	MADLINE PERRY	10/25/2021	TEACHERS PAY TEACHERS - LESSON PLANNER	100.00
1002423	NOEL BRAY-HOAGLAND	10/25/2021	UC SAN DIEGO - INTRO TO INDUCTION UCSD CLASS	600.00
1002424	LAURIE HERBEK	10/25/2021	FIVE BELOW - FIDGETS, CALM DOWN ITEMS, LAKESHORE - PAPER, ETC	100.00
1002425	ISABELLA M ALVAREZ DELA CAMPA	10/25/2021	STATE OF CALIFORNIA - LIVE SCAN FEES	80.28
1002426	CASSANDRA BAHR	10/25/2021	DONUT TOUCH - DONUTS, EINSTEIN BROS - COFFEE, ETC	188.28
1002427	SARA KAZMIERSKI	10/25/2021	WALMART - RAINBOW POSTER BOARD FOR PBL PHOTO GALLERY	19.44
1002428	SHANNON CHATFIELD	10/25/2021	AMAZON - BOOKS, MIRROR, RAINSTICK, LAKESHORE - DECORATIONS	100.00
1002429	AUBREY MCDONALD	10/25/2021	APPLE - (3) MACBOOK AIR, STAFF MILEAGE	45.86
1002430	JILLIAN WILLIAMS	10/25/2021	PEARSON - SCORING TESTS FOR SPED	492.15
1002431	SHARP ELECTRONICS CORPORATION	10/25/2021	08/20/21-09/26/21: COPIER LEASE	502.35
1002432	CAROLE B FISHER	10/25/2021	09/21 - SPED CONSULTING	1,825.00
1002433	SHARP ELECTRONICS CORPORATION	10/25/2021	08/31/21-09/30/21 - COPIER LEASE	355.86
1002434	SOUND THERAPIES, INC.	10/25/2021	09/21 - SPEECH & LANGUAGE THERAPY	8,652.00
1002435	COLONIAL LIFE	10/25/2021	10/21 - HEALTH PREMIUM	2,382.42
1002436	A PLUS CHARTER CONSULTING	10/25/2021	10/21 - DEVELOPMENT OF THE ESSER III EXPENDITURE PLAN	1,200.00
1002437	FAITH COMMUNITY CHURCH	10/25/2021	10/21: TOILET REPAIR FOR SM BOYS BATHROOM	83.00
1002438	KQ MANAGEMENT INC	10/25/2021	10/21 - PCSGP FALL 2021 - DEPOSIT	5,250.00
1276M	TONY LAW	10/12/2021	08/29/21-09/29/21 - CUSTODIAL SERVICES	472.50
1277M		10/25/2021	04/21 - PAYROLL	732.22
1368M	RUN THE RACE LLC	10/18/2021	08/21 - CABINET ASSEMBLY FOR SM CAMPUS	100.00
2110180-1019M	CHARTER TECH SERVICES	10/18/2021	10/21 - UBIQUITI WIRELESS ACCESS POINT INSTALLATION	235.97
2110181-1019M	CHARTER TECH SERVICES	10/18/2021	10/21 - MONTHLY TECH SERVICES	2,500.00
2110190-1019M	THE LIBRARY STUDIO	10/19/2021	11/01/21-11/02/21 - VETERANS DAY ASSEMBLY VIDEO DEPOSIT	1,500.00
2110250-1019M	OFFICE DEPOT	10/25/2021	(4) CABINETS, (2) FILE DRAWERS, MARKERS, PAPER, BINDERS, SCISSORS, ETC.	8,126.89
2110280-1019M	BUSINESS CARD	10/28/2021	09/07/21-10/06/21 - CREDIT CARD PURCHASES	6,045.07
Total				134,768.09

Cover Sheet

Approve FY2021-2022 First Interim Financial Report

Section:	II. Agenda Items
Item:	C. Approve FY2021-2022 First Interim Financial Report
Purpose:	Vote
Submitted by:	
Related Material:	EE FY 2021-22 First Interim Report Template.pdf

Charter School First Interim Report

Charter School Name: **Elevate School**
 CDS #: **37-68338-0129395**
 Charter Approving Entity: **San Diego Unified School District**
 County: **San Diego**
 SBE Charter #: **1633**

FY 2021-2022
 For the Period July 1, 2021 through October 31, 2021
 Accrual Basis

Financial Accounting Department
 Charter Schools Accounting Office
 Authorizing Agency Contact: Theresa Goody (tgoody@sandi.net)
 Authorizing Agency Contact: Nadine Creer (ncreer@sandi.net)

Has board approved a revised budget? (check box below)

No.
 Yes. (Enter board approved revision date below)

Revised Date:

Description	Object Code					(A + C)	(B + D)	(E + H)	(G - E)
		A	B	C	D	E	F	G	H
		Unrestricted Budget	Unrestricted Actuals through 10/31/21	Restricted Budget	Restricted Actuals through 10/31/21	Total Budget	Total Actuals through 10/31/21	Projected EFB/NP (Higher of Budget or Actual)	Amount over Budget
A. REVENUES (8000-8799)									
1. Local Control Funding Formula (LCFF) Sources - (8011-8097)									
LCFF State Aid - Current Year (CY) (Res 0000)	8011	879,578	809,584			879,578	809,584	879,578	-
Education Protection Account State Aid (EPA) - CY (Res 1400)	8012	81,408	80,990			81,408	80,990	81,408	-
State Aid - Prior Years (LCFF State Aid and EPA) (Res 0000 and Res 1400)	8019	-	-			-	-	-	-
Transfers to Charter Schools In Lieu of Property Taxes - CY & PY (Res 0000)	8096	2,830,829	2,758,671			2,830,829	2,758,671	2,830,829	-
Other LCFF Transfers	8091, 8097	-	1,563			-	1,563	1,563	1,563
Total, LCFF Sources		3,791,815	3,650,809			3,791,815	3,650,809	3,793,378	1,563
2. Federal Revenues (8100-8299)									
ESEA (ESSA), Title I, Part A, Basic Grants Low-Income and Neglected (Res 3010)	8290			41,375	45,827	41,375	45,827	45,827	4,452
ESEA (ESSA): Title II, Part A, Improving Teacher Quality Program (Res 4035)	8290			8,867	8,884	8,867	8,884	8,884	17
ESEA (ESSA): Title III, Limited English Proficient Student Program (Res 4203)	8290			-	-	-	-	-	-
ESEA (ESSA): Title III, Immigrant Education Program (Res 4201)	8290			-	-	-	-	-	-
ESEA (ESSA): Title IV, 21st Century Learning Communities (Res 4124)	8290			-	-	-	-	-	-
ESEA (ESSA): Title IV, Part A, Student Support and Academic Enrichment Grants (Res 41)	8290			10,000	10,000	10,000	10,000	10,000	-
ESSA: Title V, Part B, Public Charter Schools Grant Program (Res 4610)	8290			-	-	-	-	-	-
Fed SpEd, IDEA Basic Local Assistance Entitlement, Part B, Sec 611 (Res 3310)	8181			45,750	46,375	45,750	46,375	46,375	625
Fed Sp Ed, IDEA Mental Health Allocation Plan, Part B, Sec 611 (Res 3327)	8182			-	-	-	-	-	-
Child Nutrition - Federal (NSLP) (Res 5310 and others)	8220			101,755	111,066	101,755	111,066	111,066	9,311
Maintenance and Operations (Public Law 81-874) (Res 0000)	8110			-	-	-	-	-	-
Other Federal Revenues (All other resources not reported separately)	8100-8299	406,844	420,844	240,000	287,000	646,844	707,844	707,844	61,000
Total - Federal Revenues		406,844	420,844	447,748	509,152	854,592	929,996	929,996	75,404
3. Other State Revenues (8300-8599)									
State Special Education (Res 6500)	8792			264,702	291,005	264,702	291,005	291,005	26,303
State Special Education Mental Health Services (Res 6512)	8590			75,000	75,000	75,000	75,000	75,000	-
Mandate Block Grant (Res 0000)	8550	6,015	6,015			6,015	6,015	6,015	-
After School Education and Safety (ASES) (Res 6010)	8677, 8590			-	-	-	-	-	-
Common Core Standards Implementation (Res 7405)	8590			-	-	-	-	-	-
Charter School Facility Grant Program (SB 740) (Res 6030)	8590			-	-	-	-	-	-
COVID-19 LEA Response Funds (SB 117) (Res 7388)	8590			-	-	-	-	-	-
Lottery, Unrestricted (Res 1100)	8560	61,056	63,955			61,056	63,955	63,955	2,899
Lottery, Restricted - Prop 20 (Res 6300)	8560			19,945	25,503	19,945	25,503	25,503	5,558
Proposition 39 - California Clean Energy Jobs Act (Res 6230)	8590			-	-	-	-	-	-
Other State Revenues (All other resources not reported separately)	8300-8599	-	-	324,237	316,785	324,237	316,785	324,237	-
Total - Other State Revenues		67,071	69,970	683,884	708,293	750,955	778,263	785,715	34,760
4. Local Revenue (8600-8799)									
All Local Revenues	8600-8799	72,364	70,342	-	7,488	72,364	77,830	77,830	5,466
Total - Local Revenues		72,364	70,342	-	7,488	72,364	77,830	77,830	5,466
5. TOTAL REVENUES									
		4,338,093	4,211,964	1,131,632	1,224,934	5,469,725	5,436,898	5,586,919	117,194
B. EXPENDITURES AND OTHER OUTGO (1000-7499)									
1. Certificated Salaries									
Teachers' Salaries	1100	1,443,742	1,457,397	170,000	172,000	1,613,742	1,629,397	1,629,397	15,654
Pupil Support Salaries	1200	18,624	12,897	98,544	96,376	117,169	109,273	117,169	-
Supervisors' and Administrators' Salaries	1300	407,849	376,619	63,197	64,379	471,046	440,998	471,046	-
Other Certificated Salaries	1900	4,453	9	42,009	45,862	46,462	45,871	46,462	-
Total, Certificated Salaries		1,874,668	1,846,921	373,750	378,617	2,248,419	2,225,538	2,264,073	15,654

Charter School First Interim Report

Charter School Name: **Elevate School**
 CDS #: **37-68338-0129395**
 Charter Approving Entity: **San Diego Unified School District**
 County: **San Diego**
 SBE Charter #: **1633**

FY 2021-2022
 For the Period July 1, 2021 through October 31, 2021
 Accrual Basis

Financial Accounting Department
 Charter Schools Accounting Office
 Authorizing Agency Contact: Theresa Goody (tgoody@sandi.net)
 Authorizing Agency Contact: Nadine Creer (ncreer@sandi.net)

Has board approved a revised budget? (check box below)

No.
 Yes. (Enter board approved revision date below)

Revised Date:

Description	Object Code	A	B	C	D	(A + C) E	(B + D) F	(E + H) G	(G - E) H
		Unrestricted Budget	Unrestricted Actuals through 10/31/21	Restricted Budget	Restricted Actuals through 10/31/21	Total Budget	Total Actuals through 10/31/21	Projected EFB/NP (Higher of Budget or Actual)	Amount over Budget
2. Classified Salaries									
Instructional Salaries	2100	151,950	97,075	218,421	184,483	370,371	281,559	370,371	-
Support Salaries	2200	76,199	90,931	-	-	76,199	90,931	90,931	14,731
Supervisors' and Administrators' Salaries	2300	77,250	85,245	-	-	77,250	85,245	85,245	7,995
Clerical and Office Salaries	2400	147,514	173,206	-	-	147,514	173,206	173,206	25,692
Other Classified Salaries	2900	-	-	-	-	-	-	-	-
Total, Classified Salaries		452,914	446,457	218,421	184,483	671,335	630,941	719,753	48,418
3. Employee Benefits									
STRS	3101-3102	321,752	322,335	58,681	59,504	380,432	381,839	381,839	1,407
PERS	3201-3202	-	-	-	-	-	-	-	-
OASDI/Medicare (Social Security)	3301-3302	61,831	58,810	22,129	19,603	83,959	78,413	83,959	-
Health and Welfare Benefits	3401-3402	262,405	275,779	29,570	11,675	291,975	287,454	291,975	-
Unemployment Insurance	3501-3502	28,629	11,438	7,284	2,816	35,913	14,253	35,913	-
Workers' Compensation Insurance	3601-3602	18,276	22,366	16,563	14,495	34,839	36,861	36,861	2,022
OPEB, Allocated	3701-3702	-	-	-	-	-	-	-	-
OPEB, Active Employees	3751-3752	-	-	-	-	-	-	-	-
Other Employee Benefits	3901-3902	10,070	9,045	-	-	10,070	9,045	10,070	-
Total, Employee Benefits		702,963	699,772	134,226	108,093	837,189	807,865	840,618	3,429
4. Books and Supplies									
Approved Textbooks and Core Curricula Materials	4100	40,491	27,869	-	20,000	40,491	47,869	47,869	7,378
Books and Other Reference Materials	4200	3,226	2,741	12,000	12,000	15,226	14,741	15,226	-
Materials and Supplies	4300	116,849	100,296	19,945	40,503	136,794	140,800	140,800	4,006
Non-capitalized Equipment	4400	106,980	79,980	10,000	20,000	116,980	99,980	116,980	-
Food (Food used in food-service activities for which the purpose is nutrition)	4700	9,664	4,797	109,207	118,554	118,870	123,351	123,351	4,481
Total, Books and Supplies		277,210	215,683	151,152	211,058	428,361	426,741	444,226	15,865
5. Services and Other Operating Expenditures									
Subagreements for Services	5100	-	-	-	-	-	-	-	-
Travel and Conferences	5200	18,530	13,093	-	-	18,530	13,093	18,530	-
Dues and Memberships	5300	13,787	12,392	-	-	13,787	12,392	13,787	-
Insurance	5400	53,517	62,647	-	-	53,517	62,647	62,647	9,130
Operations and Housekeeping Services	5500	42,178	31,670	-	15,000	42,178	46,670	46,670	4,492
Rentals,Leases,Repairs,and Noncapitalized Improvements	5600	180,683	212,222	240,000	240,000	420,683	452,222	452,222	31,538
Transfer of Direct Costs (MUST net to zero)	5700	-	-	-	-	-	-	-	-
Prof/Consulting Svcs and Operating Expend (Include District Oversight)	5800	470,211	382,721	116,041	177,214	586,251	559,934	586,251	-
Communications	5900	18,863	18,057	-	-	18,863	18,057	18,863	-
Total, Services and Other Operating Expenditures		797,770	732,802	356,041	432,214	1,153,810	1,165,016	1,198,970	45,160
6. Capital Outlay									
Depreciation Expense (See Sections G.9 & F.2.a)	6900	24,017	26,365	-	-	24,017	26,365	26,365	2,348
Total, Capital Outlay		24,017	26,365	-	-	24,017	26,365	26,365	2,348
7. Other Outgo									
Tuition to Other Schools (<i>Include contribution to unfunded cost of Sp Ed.</i>)	7110-7143	-	-	-	-	-	-	-	-
Transfers of Pass-Through Revenues to Other LEAs	7211-7213	-	-	-	-	-	-	-	-
Transfers of Apportionments to Other LEAs - Spec Ed and All Others	7221-7223	-	-	-	-	-	-	-	-
All Other Transfers	7280-7299	-	-	-	-	-	-	-	-
Transfers of Indirect Costs (MUST net to zero)	7300-7399	-	-	-	-	-	-	-	-
Debt Service - Interest	7430-7439	-	-	-	-	-	-	-	-
Debt Service - Principal (FOR MODIFIED ACCRUAL BASIS ONLY)	7439	-	-	-	-	-	-	-	-
Total, Other Outgo		-	-	-	-	-	-	-	-
8. TOTAL EXPENDITURES		4,129,541	3,968,000	1,233,589	1,314,464	5,363,130	5,282,465	5,494,005	130,875
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)		208,552	243,964	(101,957)	(89,531)	106,595	154,433	92,914	

Charter School First Interim Report

Charter School Name: Elevate School
 CDS #: 37-68338-0129395
 Charter Approving Entity: San Diego Unified School District
 County: San Diego
 SBE Charter #: 1633

FY 2021-2022
 For the Period July 1, 2021 through October 31, 2021
 Accrual Basis

Financial Accounting Department
 Charter Schools Accounting Office
 Authorizing Agency Contact: Theresa Goody (tgoody@sandi.net)
 Authorizing Agency Contact: Nadine Creer (ncreer@sandi.net)

Has board approved a revised budget? (check box below)

No.
 Yes. (Enter board approved revision date below)

Revised Date:

Description	Object Code	A	B	C	D	(A + C) E	(B + D) F	(E + H) G	(G - E) H
		Unrestricted Budget	Unrestricted Actuals through 10/31/21	Restricted Budget	Restricted Actuals through 10/31/21	Total Budget	Total Actuals through 10/31/21	Projected EFB/NP (Higher of Budget or Actual)	Amount over Budget
D. OTHER FINANCING SOURCES/USES (7600-7699, 8930-8999)									
1. All Other Financing Sources	8930-8979					-	-	-	
2. Other Uses	7630-7699					-	-	-	
3. Contributions between unrestricted and restricted accounts (<i>MUST net to zero</i>) (<i>Include contribution to the unfunded cost of Special Education</i>)	8980-8999	(101,957)	(89,531)	101,957	89,531	-	-	-	
4. TOTAL OTHER FINANCING SOURCES/USES		(101,957)	(89,531)	101,957	89,531	-	-	-	
E. NET INCREASE (DECREASE) IN FUND BALANCE/NET POSITION (C + D.4.)		106,595	154,433	0	-	106,595	154,433	92,914	
F. FUND BALANCE/NET POSITION (Budget and Actuals MUST match) (F.1.a-b)									
1. Beginning Fund Balance/Net Position									
a. July 1 (<i>MUST match EFB/Net Position of PY Unaudited Actuals, Section F.2</i>)	9791	2,457,274	2,457,274	-	-	2,457,274	2,457,274	2,457,274	
b. Adjustments/Restatements	9793, 9795	(521)	(521)	-	-	(521)	(521)	(521)	
c. Adjusted Beginning Fund Balance/Net Position		2,456,753	2,456,753	-	-	2,456,753	2,456,753	2,456,753	
2. Projected Ending Fund Balance/Net Position, June 30 (E + F.1.c.)	See cell M128	2,563,348	2,611,186	0	-	2,563,349	2,611,186	2,549,668	
Components of Ending Net Position									
a. Net Investment in Capital Assets (<i>See Sections B.6 and G.9</i>)	9796		78,580				78,580		
b. Restricted Net Position	9797								
c. Unrestricted Net Position	9791		2,532,606				2,532,606		
G. ASSETS									
1. Cash									
In County Treasury	9110		1,843,050		33,536		1,876,586		
Fair Value Adjustment to Cash in County Treasury	9111		315,051				315,051		
In Banks	9120						-		
In Revolving Fund	9130						-		
With Fiscal Agent/Trustee	9135						-		
Collections Awaiting Deposit	9140						-		
2. Investments	9150						-		
3. Accounts Receivable	9200		444,021				444,021		
4. Due From Grantor Government	9290						-		
5. Due From Other Funds	9310		2,539				2,539		
6. Stores	9320						-		
7. Prepaid Expenditures (Expenses)	9330		187,245				187,245		
8. Other Current Assets	9340						-		
9. Capital Assets (<i>See Sections B.6 & F.2.a</i>)	9400-9489		78,580				78,580		
10. Total Assets			2,870,486		33,536		2,904,022		
H. DEFERRED OUTFLOWS OF RESOURCES									
1. Deferred Outflows of Resources									
2. Total Deferred Outflows	9490						-		

Charter School First Interim Report

Charter School Name: Elevate School
 CDS #: 37-68338-0129395
 Charter Approving Entity: San Diego Unified School District
 County: San Diego
 SBE Charter #: 1633

FY 2021-2022
 For the Period July 1, 2021 through October 31, 2021
 Accrual Basis

Financial Accounting Department
 Charter Schools Accounting Office
 Authorizing Agency Contact: Theresa Goody (tgoody@sandi.net)
 Authorizing Agency Contact: Nadine Creer (ncreer@sandi.net)

Has board approved a revised budget? (check box below)

No.
 Yes. (Enter board approved revision date below)

Revised Date:

Description	Object Code					(A+C)	(B+D)	(E+H)	(G-E)
		A	B	C	D	E	F	G	H
		Unrestricted Budget	Unrestricted Actuals through 10/31/21	Restricted Budget	Restricted Actuals through 10/31/21	Total Budget	Total Actuals through 10/31/21	Projected EFB/NP (Higher of Budget or Actual)	Amount over Budget
I. LIABILITIES									
1. Accounts Payable	9500		228,412				228,412		
2. Due to Grantor Government	9590		30,888				30,888		
3. Due to Other Funds	9610						-		
4. Current Loans	9640						-		
5. Deferred Revenue	9650		-		33,536		33,536		
6. Long-term Liabilities	9660-9669		-				-		
7. Total Liabilities			259,300		33,536		292,835		
J. DEFERRED INFLOWS OF RESOURCES									
1. Deferred Inflows of Resources	9690						-		
2. Total Deferred inflows of Resources			-		-		-		
K. ENDING FUND BALANCE/NET POSITION, October 31, 2021									
1. Ending Fund Balance/Net Position (G10+H2-17-12)			2,611,186		-		2,611,186		
<i>(MUST agree with F.2)</i>									

Cover Sheet

Approve Educator Effectiveness Block Grant Plan 2021

Section: II. Agenda Items
Item: D. Approve Educator Effectiveness Block Grant Plan 2021
Purpose: Vote
Submitted by:
Related Material:
2021.12.9 Elevate_Educator_Effectiveness_Block_Grant_Plan.pdf

Educator Effectiveness Block Grant 2021

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone
Elevate School	Ryan Elliott Executive Director	relliott@elevateschool.com 858-751-4774

Total amount of funds received by the LEA:	Date of Public Meeting prior to adoption:	Date of adoption at public meeting:
\$95,484	November 18,2021	December 9, 2021

[EC 41480](#)

(a)(2) A school district, county office of education, charter school, or state special school may expend the funds received pursuant to this subdivision from the 2021–22 fiscal year to the 2025–26 fiscal year, inclusive. School districts, county offices of education, charter schools, and state special schools **shall coordinate the use of any federal funds received under Title II of the federal Every Student Succeeds Act of 2015 (Public Law 114–95) to support teachers and administrators with the expenditure of funds received pursuant to this subdivision.**

(b) A school district, county office of education, charter school, or state special school shall expend funds apportioned pursuant to this section to provide professional learning for **teachers, administrators, paraprofessionals who work with pupils, and classified staff that interact with pupils**, with a focus on any of the following areas:

- (1) **Coaching and mentoring of staff serving in an instructional setting and beginning teacher or administrator induction, including, but not limited to, coaching and mentoring solutions that address a local need for teachers that can serve all pupil populations with a focus on retaining teachers, and offering structured feedback and coaching systems organized around social-emotional learning, including, but not limited to, promoting teacher self-awareness, self-management, social awareness, relationships, and responsible decision-making skills, improving teacher attitudes and beliefs about one’s self and others, and supporting learning communities for educators to engage in a meaningful classroom teaching experience.**

Planned Activity	Budgeted 2021-22	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
Induction/Instructional Coaching: Induction: Beginning teacher support for teachers with a preliminary credential that needs to be cleared.	4,000	9,000	9,000			22,000.00
Instructional Coaching: Teacher support intended to improve practice through reflection, feedback, and dialogue						

Planned Activity	Budgeted 2021-22	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
Consistent and frequent peer observations and coaching (Safe Practice and Coaching Cycles); Coaching for leadership roles	3,000	3,000	3,000			9,000.00
Subtotal	7,000.00	12,000.00	12,000.00	0.00	0.00	31,000.00

(2) Programs that lead to effective, standards-aligned instruction and improve instruction in literacy across all subject areas, including English language arts, history-social science, science, technology, engineering, mathematics, and computer science.

Planned Activity	Budgeted 2021-22	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
Ongoing education/training for all teachers to foster professional growth within areas of need within content standard areas; Standards-aligned trainings within ongoing modeled teacher trainings; Development of mentor teachers for modeled trainings	2,000	7,500	7,500			17,000.00
Subtotal	2,000.00	7,500.00	7,500.00	0.00	0.00	17,000.00

(5) Instruction and education to support implementing effective language acquisition programs for English learners, which may include integrated language development within and across content areas, and building and strengthening capacity to increase bilingual and biliterate proficiency.

Planned Activity	Budgeted 2021-22	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
Full GLAD strategies training for 1 teacher per campus (train the trainer) to support EL students and to benefit all students	5,000	5,000	5,000			15,000.00
Subtotal	5,000.00	5,000.00	5,000.00	0.00	0.00	15,000.00

(6) Practices to create a positive school climate, including, but not limited to, restorative justice, training around implicit bias, providing positive behavioral supports, multitiered systems of support, transforming a school site’s culture to one that values diverse cultural and ethnic backgrounds, and preventing discrimination, harassment, bullying, and intimidation based on actual or perceived characteristics, including disability, gender, gender identity, gender expression, language, nationality, race or ethnicity, religion, or sexual orientation.

Planned Activity	Budgeted 2021-22	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
MTSS trainings which incorporate UDL for all teachers	2,484	12,500	12,500			27,484.00
Ongoing and continued Equity training for staff						
Restorative practice training for all staff with emphasis on leadership team						
Mental health counseling services to support students’ emotional health						
Subtotal	2,484.00	12,500.00	12,500.00	0.00	0.00	27,484.00

Summary of Expenditures

Planned Activity	Budgeted 2021-22	Budgeted 2022-23	Budgeted 2023-24	Budgeted 2024-25	Budgeted 2025-26	Total Budgeted per Activity
Subtotal Section (1)	7,000.00	12,000.00	12,000.00	0.00	0.00	31,000.00
Subtotal Section (2)	2,000.00	7,500.00	7,500.00	0.00	0.00	17,000.00
Subtotal Section (3)	0.00	0.00	0.00	0.00	0.00	0.00
Subtotal Section (4)	0.00	0.00	0.00	0.00	0.00	0.00
Subtotal Section (5)	5,000.00	5,000.00	5,000.00	0.00	0.00	15,000.00
Subtotal Section (6)	2,484.00	15,000.00	15,000.00	0.00	0.00	32,484.00
Subtotal Section (7)	0.00	0.00	0.00	0.00	0.00	0.00
Subtotal Section (8)	0.00	0.00	0.00	0.00	0.00	0.00
Subtotal Section (9)	0.00	0.00	0.00	0.00	0.00	0.00
Subtotal Section (10)	0.00	0.00	0.00	0.00	0.00	0.00
Totals by year	16,484.00	39,500.00	39,500.00	0.00	0.00	95,484.00

Total planned expenditures by the LEA:
\$95,484.00

Note:

Per EC 41480 (d)(2): On or before September 30, 2026, the LEA must report detailed expenditure information to the California Department of Education, including, but not limited to:

- specific purchases made;
- the number of the following educators who received professional development:
 - o Teachers;
 - o Administrators;
 - o Paraprofessional educators;
 - o Classified staff.

Cover Sheet

Consideration and approval of supporting foundation

Section: II. Agenda Items
Item: E. Consideration and approval of supporting foundation
Purpose: Vote
Submitted by:
Related Material:
2021.12.9 Draft Articles of Incorporation - The Elevate School Foundation.pdf

**ARTICLES OF INCORPORATION
OF
THE ELEVATE SCHOOL FOUNDATION**

ARTICLE I

The name of the Corporation is: The Elevate School Foundation.

ARTICLE II

This Corporation is a nonprofit public benefit corporation and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation Law for public and charitable purposes.

The specific purpose of this Corporation is that it shall be operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of Elevate School, a California nonprofit public benefit corporation operating as a California public charter school.

This Corporation is organized and operated exclusively for educational and charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code or the corresponding provision of any future United States Internal Revenue Law. Notwithstanding any other provision of these Articles, the Corporation shall not, except to an insubstantial degree, engage in any other activities or exercise of power that do not further the purposes of the Corporation. The Corporation shall not carry on any other activities not permitted to be carried on by a corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code or by a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code.

No substantial part of the activities of this Corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of, or in opposition to, any candidate for public office.

ARTICLE III

The name and address in the State of California of this Corporation's initial agent for service of process is:

Ryan Elliott
2285 Murray Ridge Road
San Diego, CA 92123

ARTICLE IV

The property of this Corporation is irrevocably dedicated to charitable purposes and no part of the net income or assets of the organization shall ever inure to the benefit of any director,

officer, or member thereof or to the benefit of private persons except that the Corporation shall be authorized and empowered to pay reasonable compensation for services rendered, and to make payments and distributions in furtherance of the purposes set forth in Article II of these Articles of Incorporation.

Subject to the provisions of the nonprofit public benefit provisions of the Nonprofit Corporation laws of the State of California, and any limitations in the articles or bylaws relating to action to be approved by the members or by a majority of all members, if any, the activities and affairs of this Corporation shall be conducted and all powers shall be exercised by or under the direction of the board of directors.

ARTICLE V

The number of directors shall be provided for in the bylaws. The bylaws shall prescribe the qualifications, mode of election, and term of office of directors.

ARTICLE VI

The authorized number and qualifications of members of this Corporation, if any, the different classes of membership, the property, voting and other rights and privileges of members, and their liability for dues and assessments and the method of collection thereof shall be set forth in the bylaws.

ARTICLE VII

Upon the dissolution or winding up of the Corporation, its assets remaining after payment of its debts and liabilities of the Corporation shall be distributed to a nonprofit fund, foundation, or corporation which is organized and operated exclusively for educational or charitable purposes meeting the requirements of Revenue and Taxation Code section 214 and which has established its tax exempt status under Section 501 (c) (3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a court of competent jurisdiction of the county in which the principal office of the Corporation is then located, exclusively for such purposes or to such organization or organizations, as said court shall determine, which are organized and operated exclusively for such purposes.

ARTICLE VIII

The initial street address and initial mailing address of the Corporation is:

2285 Murray Ridge Road
San Diego, CA 92123

Date: _____

Ryan Elliott, Incorporator

Cover Sheet

Approve COVID-19 Employee Vaccination Policy

Section:	II. Agenda Items
Item:	F. Approve COVID-19 Employee Vaccination Policy
Purpose:	Vote
Submitted by:	
Related Material:	2021.12.9 Elevate COVID-19 Employee Vaccination Policy.pdf



Inspiring tomorrow's innovators & leaders

2285 Murray Ridge Rd. Ste. 201
San Diego, CA 92123

tel: 858.751.4774
email: info@elevateschool.com

ELEVATE SCHOOL COVID-19 EMPLOYEE VACCINATION POLICY

Purpose

Consistent with Elevate School's (the "School") legal duty to maintain a safe and healthy workplace and to limit the spread of COVID-19, the School shall enforce this COVID-19 Employee Vaccination Policy ("Policy"). The purpose of this Policy is to protect the health, safety, and well-being of all School employees, students, families, and educational partners to the maximum extent possible, and to facilitate a safe and meaningful return to in-person instruction. This Policy shall be implemented in a manner that is consistent with requirements of current federal, state, and local law, as well as applicable public health guidance, including that from the "Centers for Disease Control" ("CDC") and the California Department of Public Health ("CDPH").

Scope

This Policy applies to all School employees who enter campus for any period, or have contact with any employees, students, or other School stakeholders, however brief. This Policy applies to COVID-19 vaccines that are currently available to School employees under Food and Drug Administration ("FDA") Emergency Use Authorization, as well as those that may later become available under FDA Emergency Use Authorization. Should any COVID-19 vaccine receive FDA non-emergency use authorization, this Policy will apply to such vaccines as well. Additionally, should any COVID-19 vaccine require two (2) doses for complete inoculation, compliance with this Policy requires both doses.

Policy

It is the policy of the School to mandate that all current employees receive the COVID-19 vaccine by January 1, 2022. The School will provide current employees with information regarding the operational logistics of such vaccination opportunities (e.g., opportunities to schedule vaccinations during the workday, reimbursement for mileage, etc.).

It is also the policy of the School to mandate that all prospective employees, who have received a conditional offer of employment from the School, vaccinate for COVID-19 or present proof of vaccination for COVID-19, absent a legally recognized accommodation. Should any COVID-19 vaccine require two (2) doses for complete inoculation, prospective employees' compliance with this Policy requires both doses, and no prospective employee will be allowed to enter any School facilities until they have received both doses, and present written proof of vaccination that they have received both doses. If a COVID-19 vaccine only requires one (1) dose for complete inoculation, no prospective employee will be allowed to enter any School facilities until they have received such dose and present written proof of vaccination. For any prospective employees who have not yet vaccinated for COVID-19, the School will provide employment verification letters and any other documentation necessary to secure a COVID-19 vaccine. The School will pay for the cost of a prospective employee's COVID-19 vaccination dose(s), if applicable. The School

reserves the right to rescind any conditional job offer if a prospective employee refuses to comply with this Policy and is not otherwise entitled to a legally recognized accommodation.

Current employees who refuse to comply with this Policy and who are not otherwise eligible for an accommodation consistent with applicable legal requirements as further detailed below will be placed on unpaid/inactive status until they comply. Employees who refuse to vaccinate for COVID-19 and who are not otherwise entitled to an accommodation will be excluded from campus/the workplace pending compliance with this Policy. Continued absences from work as a result of noncompliance with this Policy may be deemed unexcused, and result in disciplinary action, up to and including termination from employment.

Consistent with applicable law, the School will pay all current nonexempt employees for time spent receiving the COVID-19 vaccine, assuming the vaccine cannot be obtained during working hours. The School will also reimburse all current employees for the cost of the vaccine (if any), as well as reasonable and necessary mileage (if applicable). All reimbursements require appropriate supporting documentation.

Proof of Vaccination

Once School employees receive the COVID-19 vaccine, either when directed to do so or when available, they must provide the School with written proof of COVID-19 vaccination. Written proof of COVID-19 vaccination currently means a vaccination card disbursed to COVID-19 recipients, post inoculation. Failure to provide the School with written proof of COVID-19 vaccination upon request by the School constitutes noncompliance with this Policy. The School further reserves the right to request proof of both the first and second vaccination doses for COVID-19, if applicable.

When providing proof of vaccination, employees must not provide any medical or genetic information to the School. It is an employee's responsibility to ensure their proof of vaccination is free from medical and genetic information.

The School shall strictly maintain confidentiality of all employee COVID-19 vaccination data and related medical information, other than reporting the results to federal, state, and local health departments or agencies, only where required by law. The School will store all medical information about any employee separately from the employee's personnel file in order to limit access to this confidential information. The School will have a separate confidential medical file for each employee where the School stores employee medical information. Medical information includes COVID-19 vaccination data.

Continued Health and Safety Protocol

Consistent with the School's health and safety protocol, including its COVID-19 Health and Safety Policy and COVID-19 Injury and Illness Prevention Plan Addendum, and until guidance from federal, state, and local public health agencies is revised, all employees must continue to abide by all COVID-19 health and safety protocols, regardless of vaccination status. This includes but is not limited to continued use of facial coverings and social distancing practices.

Requests for Accommodations

Employees who are unable to comply with this Policy due to a qualifying disability or sincerely held religious belief, practice, or observance may be entitled to an accommodation from the School's COVID-19 vaccination requirement. Once the School is on notice that an employee may be unable to comply with the Policy due to a qualifying disability or sincerely held religious belief, practice, or observance, the School will engage in an interactive process with the employee, and work to identify any possible accommodations. As part of the interactive process, the School

reserves the right to request supporting documentation or a medical certification which documents the basis for the requested accommodation. The School may not be required to provide employees with an accommodation should the accommodation result in a direct threat to health and safety at the School or to the employee, or if the accommodation will cause an undue hardship for the School. Employees who believe they may be entitled to a legally valid accommodation consistent with this Policy should contact Cynthia Reyna, Human Resources Coordinator, creyna@elevateschool.com to address this matter further.

Non-Discrimination

The School will not discriminate, harass, or retaliate against any employee for receiving the COVID-19 vaccine, refusing to receive to the COVID-19 vaccine, or for requesting a lawfully-recognized accommodation from the COVID-19 vaccination Policy.

Disclaimer

As public health and legal guidance regarding COVID-19 vaccinations evolves, the School reserves the right to revise this Policy. Upon any revision to this Policy, the School will provide immediate notice in writing to all employees.

Should you have any questions regarding this Policy, you may contact Ryan Elliott, Executive Director.

Confirmation of Receipt

By signing below, I acknowledge that I have received a copy of the School’s COVID-19 Employee Vaccination Policy.

Print Name

Date

Signature