



Elevate School

July Board Meeting

Date and Time

Wednesday July 31, 2024 at 2:00 PM PDT

Elevate Middle School Campus, Room 102
8404 Phyllis Place
San Diego, CA 92123

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.

Agenda

	Purpose	Presenter	Time
I. Opening Items			2:00 PM
A. Record Attendance and Guests		Chancellor Brown	1 m
B. Call the Meeting to Order		Chancellor Brown	1 m
C. Approve Agenda	Vote	Chancellor Brown	1 m
D. Approve Minutes from June 24 Regular Board Meeting	Approve Minutes	Chancellor Brown	1 m

	Purpose	Presenter	Time
E. Core Values and Board Meeting Protocol		Chancellor Brown	2 m
F. Non-Agenda Public Comment		Chancellor Brown	5 m
II. Agenda Items			2:11 PM
A. Executive Director Report	FYI	Ryan Elliott	15 m
B. Approve 24-25 Student/Family Handbook	Vote	Ryan Elliott	10 m
C. Approve 24-25 Personnel Handbook 24-25 Personnel Handbook	Vote	Ryan Elliott	5 m
D. Approve 24-25 Board Meeting Schedule	Vote	Ryan Elliott	5 m
E. Election of Officers: Chairperson, Vice-Chair, CFO, Secretary	Vote	Chancellor Brown	15 m
F. The Elevate School Foundation (TESF) Collaboration/Partnership Discussion	Discuss	Ryan Elliott	15 m
G. Approve BP 6001 Independent Study Policy (Revised)	Vote	Ryan Elliott	5 m
H. Approve Workplace Violence Prevention Plan ** Plan viewable here .	Vote	Ryan Elliott	10 m
I. Approve Agreement with Third Plateau: Culture Planning	Vote	Ryan Elliott	10 m
J. 22-23 Teacher Assignment Monitoring Outcome (TAMO) Report	FYI	Ryan Elliott	5 m
III. Closing Items			3:46 PM
A. Adjourn Meeting	Vote		

Coversheet

Approve Minutes from June 24 Regular Board Meeting

Section: I. Opening Items
Item: D. Approve Minutes from June 24 Regular Board Meeting
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for June Board Meeting on June 24, 2024

APPROVED



Elevate School

Minutes

June Board Meeting

Date and Time

Monday June 24, 2024 at 2:00 PM

Elevate Middle School Campus, Room 102
8404 Phyllis Place
San Diego, CA 92123

Teleconference Locations:
16500 Van Aken Blvd
Shaker Heights, OH 44120

1030 Maxie Place
Escondido, CA 92027

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.

Directors Present

Adam McWethy, Becky Madeja, Cheryl Gorman (remote), Veronica Maxwell

Directors Absent

Chancellor Brown

Directors who left before the meeting adjourned

Cheryl Gorman

Guests Present

DeAnne Jones (remote), Ryan Elliott

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Becky Madeja called a meeting of the board of directors of Elevate School to order on Monday Jun 24, 2024 at 2:05 PM.

C. Approve Agenda

Veronica Maxwell made a motion to approve the June 24 agenda.
Becky Madeja seconded the motion.
The board **VOTED** to approve the motion.

D. Approve Minutes from May 13 Regular Board Meeting

Adam McWethy made a motion to approve the minutes from May Regular Board Meeting on 05-13-24.
Veronica Maxwell seconded the motion.
The board **VOTED** to approve the motion.

E. Approve Minutes from June 17 Board Meeting

Adam McWethy made a motion to approve the minutes from June Board Meeting on 06-17-24.
Cheryl Gorman seconded the motion.
The board **VOTED** to approve the motion.

F. Core Values and Board Meeting Protocol

The Core Values were read aloud.

G. Proclamation of Gratitude for Elevate School Foundation founding members - K. Williams and B. Seifu

Cheryl Gorman presented the beautifully written proclamation for the founding members, which received unanimous support from the board. There were no changes suggested.

The discussion then focused on the delivery method, with suggestions including email and printed letterhead with electronic signatures.. The board agreed to this plan.

H. Non-Agenda Public Comment

None at this time.

II. Agenda Items

A. Executive Director Report

- **Student Enrollment:** The year ended with 469 students, which is strong. All grades K-7 are filled to capacity for the next year, with some spots open in 8th grade. Projected enrollment for the next year is 485 students.
- **Chronic Absenteeism:** The school-wide chronic absenteeism rate fell to 6.9% from double digits the previous year.
- **Teacher Retention:** There is strong teacher retention, with 11 out of 12 K-5 core teachers returning, and adjustments within the enrichment and middle school programs. Notably, some teachers are moving into different roles within the school.
- **Staffing:** Recruitment is ongoing for several positions, including K-8 art and ed specialist roles. There are a few openings in support roles, but the hiring process has been smoother this year compared to previous years.
- **Strategic Plan:** Efforts to promote internal staff to full-time teaching positions align with the strategic plan. This approach is fostering growth and retention within the staff.
- **10-Year Celebration:** Acknowledged the success of the recent 10-year celebration and exhibition night, which was well-received by families and staff.
- **Fundraising and Merchandise:** Discussion on potential fundraising opportunities through school merchandise. Ideas included developing branded merchandise for sale, with proceeds supporting the school foundation. The possibility of a fall rollout for new merchandise was mentioned.

B. Financial Update

Budget Status:

- Final budget approval pending governor's decision.
- Current total projected revenue for FY 2023-24: \$7,437,563, slightly lower than the board-approved budget by \$71,798.

Revenue Projections:

- **LCFF:** \$255,828 below budget due to lower enrollment and ADA.
- **Federal Revenue:** \$169,886 above budget due to increased PCSGP allocation and Impact Aid.

- **Other State Revenue:** \$61,954 below budget due to reduced Learning Recovery BG revenue.
- **Other Local Revenue:** \$76,099 above budget due to increased State SPED Revenue and Interest Income.

Expense Projections:

- Total projected expenses: \$7,414,859, \$29,835 over budget.
- **Certificated Salaries:** \$108,355 under budget due to FTE adjustments.
- **Operating Expenses:** \$128,775 over budget due to higher costs in Special Education Services and other areas.

Net Income:

- Projected net income: \$22,704, \$41,963 less than the current budget but still positive.

Balance Sheet Highlights (as of May 31, 2024):

- **Operating Cash Balance:** \$1,973,326.
- **Reserve for Economic Uncertainty:** \$1,017,356, expected to increase to \$1,112,229 by year-end.
- **Accounts Receivable:** \$873,454.
- **Accounts Payable:** \$210,395.

Discussion Highlights:

- Enrollment and ADA percentages lower than budgeted but better than many other schools.
- Increases in federal revenue due to one-time funds and PCSGP.
- Strategy to hold onto one-time funds due to economic uncertainty.

C. 2024 Local Indicators Report

Ryan Elliott provided a comprehensive update on the 2024 Local Indicators Report, covering key areas such as teacher implementation of standards, family engagement, and teacher assignments. The Board emphasized the importance of including more parent and student feedback in future assessments and discussed strategies to improve family retention during critical transition periods.

D. Approve 2024-25 LCAP

Adam McWethy made a motion to approve the 2024-25 LCAP.

Becky Madeja seconded the motion.

The 2024-25 LCAP was presented for approval. The LCAP for 2024-25 was approved by the Board. Suggestions for more effective support for unduplicated students and more frequent board updates were noted for future improvement.

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

E. Approve of the 2024-25 Budget

Adam McWethy made a motion to approve the 2024-25 Budget.

Veronica Maxwell seconded the motion.

The 2024-25 LCAP budget was discussed, highlighting key areas such as educator effectiveness, arts and music funding, and projected increases in the learning recovery program. There was a focus on maintaining conservative estimates for unpredictable funding sources and not relying heavily on potential additional funds like the employee retention credit. Concerns were raised about supporting unduplicated students, verifying family income, and the need for greater transparency with staff regarding financial decisions. Emphasis was placed on finding ways to increase revenue, cut expenses, and involve the school community in problem-solving to maintain financial excellence. The board was encouraged to prepare for future challenges and ensure ongoing communication and transparency.

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

Cheryl Gorman left.

F. Approve 24-25 EPA Spending Plan

Adam McWethy made a motion to approve the 2024-25 Spending Plan.

Becky Madeja seconded the motion.

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

G. Approve BP3002 Elevate School Investment Policy

Becky Madeja made a motion to approve the BP3002 Elevate School Investment Policy with a \$1.5 million investment.

Veronica Maxwell seconded the motion.

The board discussed investing extra cash reserves to achieve higher returns and received guidance from Merrill Lynch on creating a school investment policy. A sample policy was adapted for Elevate, overseen by a financial task force responsible for investment decisions. The policy includes a two-step authorization process to ensure appropriate checks. A motion to approve a \$1.5 million investment from school reserves was proposed, starting at 100% fixed income options.

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

H. Approve 24-25 Consolidated Application for Funding

Adam McWethy made a motion to Approve 24-25 Consolidated Application for Funding.

Becky Madeja seconded the motion.

The board discussed the allocation of Title funds for the next school year, specifically applying for Title I, II, and IV funds. They clarified that the school does not qualify for Title

III funds due to a low percentage of English learners and the stringent requirements involved, including a threshold of \$10,000 and the need for forming alliances with other schools. The funds allocated will allow the school to continue supporting its programs effectively.

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

I. Approve 24-25 Declaration of Need (DON)

Adam McWethy made a motion to Approve 24-25 Declaration of Need (DON).

Veronica Maxwell seconded the motion.

The board discussed and approved the 2024-25 Declaration of Need (DON), which provides local authorization to hire individuals without a full credential when they meet certain criteria for hard-to-fill positions when necessary. Although it is not preferred, this approval is a best practice and ensures preparedness for any staffing challenges that may arise.

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

J. Approve Teacher Professional Development/Workshop Rate

Becky Madeja made a motion to Approve Teacher Professional Development/Workshop Rate.

Adam McWethy seconded the motion.

The board approved a new rate of \$45 per hour for teachers participating in professional development trainings and workshops effective July 1. This rate applies only to sessions outside of normal working hours. The standardized rate aims to address disparities where teachers with varying salaries attended the same training but received different compensation based on their experience. This update balances fairness and generosity while ensuring equitable pay for professional development.

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

K. Approve One-Time Provision of Two Personal Days to Office Staff to be used on June 27 and 28, in consideration of early return in late July for 24-25 school year.

Adam McWethy made a motion to Approve One-Time Provision of Two Personal Days to Office Staff to be used on June 27 and 28, in consideration of early return in late July for 24-25 school year.

Veronica Maxwell seconded the motion.

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

L. Approve Prop 28 Arts & Music Allocation Plan

Veronica Maxwell made a motion to Approve Prop 28 Arts & Music Allocation Plan.

Becky Madeja seconded the motion.

Ryan Elliot discussed the allocation of funds for arts programs, highlighting the need to supplement rather than supplant existing programs with new funds. Although current

funds largely maintained the status quo, a new web design component was added as an acceptable use.

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

M. Approve 24-25 Academic Calendar and Instructional Minutes

Adam McWethy made a motion to Approve 24-25 Academic Calendar and Instructional Minutes.

Becky Madeja seconded the motion.

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

III. Consent Agenda

A. Approve 24-25 Contracts with: Sound Therapies, CharterSafe, Apex Therapies, LunchAssist, Top Notch Catering

Becky Madeja made a motion to Approve 24-25 Contracts with: Sound Therapies, CharterSafe, Apex Therapies, LunchAssist, Top Notch Catering.

Adam McWethy seconded the motion.

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

IV. Closed Session

A. Executive Director Evaluation

The board met in closed session to discuss the executive director's evaluation and recommendations for salary adjustments.

V. Reconvene to Open Session

A. Report Any Action Taken in Closed Session

- The board recommends a 2% salary increase for the executive director for the 2024-2025 school year, resulting in a salary of \$174,460.
- The board also requests that the executive director bring any potential professional learning or tuition costs to the board for consideration.

B. Accept resignation of board member Adam McWethy and extend appreciation for distinguished service

Adam McWethy made a motion to Accept resignation of board member Adam McWethy. Veronica Maxwell seconded the motion.

The board accepted the recognition of Adam McWethy. The board recognized Adam's contributions and added his name to Elevate's retired Board Member plaque. Adam, who has been an excellent contributor to the board for several years, will be greatly missed and is much appreciated.

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

VI. Closing Items

A. Adjourn Meeting

Adam McWethy made a motion to adjourn the meeting.

Becky Madeja seconded the motion.

The board **VOTED** 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 4:51 PM.

Respectfully Submitted,

Veronica Maxwell

Coversheet

Core Values and Board Meeting Protocol

Section: I. Opening Items
Item: E. Core Values and Board Meeting Protocol
Purpose:
Submitted by:
Related Material: Elevate Core Values & Board Meeting Norms.pdf

Elevate Core Values & Board Meeting Norms

Excellence: We hold ourselves to a high standard, and believe everyone in our community is capable of achieving greatness.

- We seek opportunities and are prepared to take advantage of them
- We challenge each other in order to achieve the highest standards
- We follow-through on our commitments

Leadership: We believe every person is capable of creativity and innovation that can cause positive change in the world. We will create the opportunities for all students + staff to practice and achieve their leadership potential.

- We model the 7 Habits in our interactions and influence our school community to do the same
- We recognize and build upon the creativity, innovation, and leadership of one another and all those in our school community
- We take a learning stance and seek out examples of innovation and best practice in order to grow

Justice: We are agents of change committed to exploring how our identities, community diversity, and action lead to justice.

- We solicit and listen to all community input, especially voices that often go unheard
- We are transparent with our rationale for decision-making
- We make decisions honoring our most vulnerable members
- We make decisions consistent with Elevate Core Values

Community: We are better together. Each member is valued as an essential contributor to our community.

- We speak to each other in-person, and with kindness and respect, when expressing thoughtful and challenging ideas
- We listen with an ear of understanding and consideration for different perspectives and life experiences
- We focus on bringing the entire Elevate community together by honoring the benefits of our diversity

This is a living document: we will check in on our Elevate Board Meeting Norms based on our Core Values at our annual retreat. As a Board we will undergo a self-assessment of Elevate Board Meeting Norms as needed to encourage mindfulness.

Coversheet

Approve 24-25 Board Meeting Schedule

Section: II. Agenda Items
Item: D. Approve 24-25 Board Meeting Schedule
Purpose: Vote
Submitted by:
Related Material: 24-25 Elevate School Board Meeting Calendar.pdf

Elevate School Board Meetings 2024-2025

Meeting Location:
8404 Phyllis Place, San Diego CA 92123

Meeting Dates

July 31 (2pm)

September 9

September 14 (Board Retreat, 9am)

October 14

November 18

December 9

January 13

February 10

March 10

April 7

May 12

June 16

** Unless noted, all meetings begin at 4:00 pm.

Coversheet

The Elevate School Foundation (TESF) Collaboration/Partnership Discussion

Section: II. Agenda Items
Item: F. The Elevate School Foundation (TESF) Collaboration/Partnership Discussion
Purpose: Discuss
Submitted by:
Related Material: TESF By Laws March 2022.pdf

**BYLAWS
OF
THE ELEVATE SCHOOL FOUNDATION
(A California Nonprofit Public Benefit Corporation)**

**ARTICLE I
NAME**

Section 1. NAME. The name of this corporation is The Elevate School Foundation.

**ARTICLE II
PRINCIPAL OFFICE OF THE CORPORATION**

Section 1. PRINCIPAL OFFICE OF THE CORPORATION. The principal office for the transaction of the activities and affairs of this corporation is located at 2285 Murray Ridge Road, San Diego, State of California. The Board of Directors may change the location of the principal office. Any such change of location must be noted by the Secretary on these bylaws opposite this Section; alternatively, this Section may be amended to state the new location.

Section 2. OTHER OFFICES OF THE CORPORATION. The Board of Directors may at any time establish branch or subordinate offices at any place or places where this corporation is qualified to conduct its activities.

**ARTICLE III
GENERAL AND SPECIFIC PURPOSES; LIMITATIONS**

Section 1. GENERAL AND SPECIFIC PURPOSES. The purpose of this corporation is to operate exclusively for the benefit of, to perform the functions of, or to carry out the purposes of Elevate School. Also, in the context of these purposes, 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.

Specifically, the public and charitable purposes of the Corporation are to direct attention and effort toward providing funding to support the educational purposes of Elevate School. The primary recipient of donations shall be Elevate School.

If Elevate School (a) shall cease to be an organization described in Internal Revenue Code sections 170(b)(1)(A), 501(c)(3), and 509(a)(1) or 509(a)(2), or (b) shall substantially abandon the charitable and educational purposes that this corporation is organized to support, the directors shall designate a publicly supported educational or charitable organization as described in Internal Revenue Code sections 170(b)(1)(A), 501(c)(3), and 509(a)(1) or 509(a)(2), in substitution for Elevate School, for purposes of Article II of the Articles of Incorporation and Section 1 of this Article.

The Corporation shall not carry on any other activities not permitted to be carried on by: (a) a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code,

or the corresponding section of any future federal tax code; or (b) by a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code. No substantial part of the activities of the Corporation shall consist of the carrying on of propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office.

ARTICLE IV

CONSTRUCTION AND DEFINITIONS

Section 1. **CONSTRUCTION AND DEFINITIONS.** Unless the context states otherwise, the general provisions, rules of construction, and definitions in the California Nonprofit Corporation Law shall govern the construction of these bylaws. Without limiting the generality of the preceding sentence, the masculine gender includes the feminine and neuter, the singular includes the plural, and the plural includes the singular, and the term "person" includes both a legal entity and a natural person.

ARTICLE V

DEDICATION OF ASSETS

Section 1. **DEDICATION OF ASSETS.** This corporation's assets are irrevocably dedicated to public benefit purposes. No part of the net earnings, properties, or assets of the corporation, on dissolution or otherwise, shall inure to the benefit of any private person or individual, or to any director or officer of the corporation. On liquidation or dissolution, all properties and assets remaining after payment, or provision for payment, of all debts and liabilities of the corporation shall be distributed to a nonprofit fund, foundation, or corporation that 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.

ARTICLE VI

CORPORATIONS WITHOUT MEMBERS

Section 1. **CORPORATIONS WITHOUT MEMBERS.** This corporation shall have no voting members within the meaning of the Nonprofit Corporation Law. The corporation's Board of Directors may, in its discretion, admit individuals to one or more classes of nonvoting members; the class or classes shall have such rights and obligations as the Board of Directors finds appropriate.

ARTICLE VII

BOARD OF DIRECTORS

Section 1. **GENERAL POWERS.** Subject to the provisions and limitations of the California Nonprofit Public Benefit Corporation Law and any other applicable laws, and subject to any limitations of the articles of incorporation or bylaws, the corporation's activities and affairs shall be managed, and all corporate powers shall be exercised, by or under the direction of the Board of

Directors (also known as the “Board of Directors” or the “Board”). The Board may delegate the management of the corporation’s activities to any person(s), management company or committees, however composed, provided that the activities and affairs of the corporation shall be managed and all corporate powers shall be exercised under the ultimate direction of the Board.

Section 2. **SPECIFIC POWERS.** Without prejudice to the general powers set forth in Section 1 of these bylaws, but subject to the same limitations, the Board of Directors shall have the power to:

1. Appoint and remove, at the pleasure of the Board of Directors, all corporate officers, agents, and employees; prescribe powers and duties for them as are consistent with the law, the articles of incorporation, and these bylaws; fix their compensation; and require them security for faithful service.
2. Change the principal office or the principal business office in California from one location to another; cause the corporation to be qualified to conduct its activities in any other state, territory, dependency, or country; conduct its activities in or outside California; and designate a place in or outside California for holding any meeting of members.
3. Borrow money and incur indebtedness on the corporation’s behalf and cause to be executed and delivered for the corporation’s purposes, in the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecations, and other evidences of debt and securities.
4. Adopt and use a corporate seal; prescribe the forms of membership certificates; and alter the forms of the seal and certificates.

Section 3. **DIRECTORS AND TERMS.** The number of directors shall be no less than three (3) and no more than seven (7). For purposes of ensuring that the Corporation aligns its goals and objectives with educational mission and goals of Elevate School, all directors shall be appointed by the existing Elevate School Board of Directors. All Directors are designated at the Corporation’s annual meeting of the Board of Directors.

Section 4. **RESTRICTION ON INTERESTED PERSONS AS DIRECTORS.** No more than 49 percent of the persons serving on the Board of Directors may be “interested persons.” An interested person is (a) any person compensated by the corporation for services rendered to it within the previous 12 months, whether as a full-time or part-time employee, independent contractor, or otherwise, excluding any reasonable compensation paid to a director as director; and (b) any brother, sister, ancestor, descendant, spouse, brother-in-law, sister-in-law, son-in-law, daughter-in-law, mother-in-law, or father-in-law of such person. The Board may adopt other policies circumscribing potential conflicts of interest, however, any violation of this Section shall not affect the validity or enforceability of transactions entered into by the Corporation.

Section 5. **DIRECTORS TERM.** Each director shall hold office for one (1) year and until a successor director has been designated and qualified.

The initial Board shall consist of four (4) individuals serving staggered terms of service. In order to create staggered terms, no more than one-third of the existing members may be replaced annually. To accomplish this, the President and Vice-President of the Board will serve a 2-year term.

Section 6. **NOMINATIONS BY COMMITTEE.** The Chairman of the Board of Directors or, if none, the President may appoint a committee to nominate qualified candidates for election to the Board of Directors at least thirty (30) days before the date of any election of directors. The nominating committee shall make its report at least seven (7) days before that date of the election or at such other time as the Board of Directors may set and the Secretary shall forward to each Board member, with the notice of meeting required by these bylaws, a list of all candidates nominated by committee.

Section 7. **USE OF CORPORATE FUNDS TO SUPPORT NOMINEE.** If more people have been nominated for director than can be elected, no corporation funds may be expended to support a nominee without the Board's authorization.

Section 8. **EVENTS CAUSING VACANCIES ON BOARD.** A vacancy or vacancies on the Board of Directors shall occur in the event of (a) the death or resignation of any director; (b) the declaration by resolution of the Board of Directors of a vacancy in the office of a director who has been convicted of a felony, declared of unsound mind by a court order, or found by final order or judgment of any court to have breached a duty under California Nonprofit Public Benefit Corporation Law, Chapter 2, Article 3; (c) the increase of the authorized number of directors; or (d) the failure of the Elevate School Board of Directors, at any meeting of the Elevate School Board at which any director or directors are to be appointed, to appoint the number of directors required to be appointed at such meeting.

Section 9. **RESIGNATION OF DIRECTORS.** Except as provided below, any director may resign by giving written notice to the Chairman of the Board, if any, or to the President or the Secretary of the Board. The resignation shall be effective when the notice is given unless the notice specifies a later time for the resignation to become effective. If a director's resignation is effective at a later time, the Board of Directors may elect a successor to take office as of the date when the resignation becomes effective.

Section 10. **REMOVAL OF DIRECTORS.** Directors may only be removed by the Elevate School Board of Directors. The Elevate School Board of Directors may remove a director with or without cause, by an affirmative vote of the majority of the Elevate School Board of Directors at a duly held meeting at which a quorum is present.

Section 11. **DIRECTOR MAY NOT RESIGN IF NO DIRECTOR REMAINS.** Except on notice to the California Attorney General, no director may resign if the corporation would be left without a duly appointed director or directors.

Section 12. **VACANCIES FILLED BY BOARD.** Vacancies on the Board of Directors shall be filled by the Elevate School Board of Directors.

Section 13. **NO VACANCY ON REDUCTION OF NUMBER OF DIRECTORS.** Any

reduction of the authorized number of directors shall not result in any director's being removed before his or her term of office expires.

Section 14. PLACE OF BOARD OF DIRECTORS MEETINGS. Meetings shall be held at the principal office of the corporation. The Board of Directors may designate that a meeting be held at any place within California that has been designated by resolution of the Board of Directors or in the notice of the meeting.

Section 15. MEETINGS BY TELEPHONE OR OTHER TELECOMMUNICATIONS EQUIPMENT. Any Board of Directors meeting may be held by conference telephone, video screen communication, or other communications equipment. Participation in a meeting under this Section shall constitute presence in person at the meeting if all of the following apply:

- (a) Each member participating in the meeting can communicate concurrently with all other members.
- (b) Each member is provided the means of participating in all matters before the Board, including the capacity to propose, or to interpose an objection to, a specific action to be taken by the corporation.
- (c) The Board of Directors has adopted and implemented a means of verifying both of the following:
 - (1) A person communicating by telephone, video screen, or other communications equipment is a director entitled to participate in the Board of Directors meeting.
 - (2) All statements, questions, actions or votes were made by that director and not by another person not permitted to participate as a director.

Section 16. ANNUAL AND REGULAR MEETINGS. Regular meetings of the Board of Directors shall be held on the first Friday of each month at 12:00 p.m., unless the first Friday of the month should fall on a legal holiday in which event the regular meeting shall be held at the same hour and place on the next business day following the legal holiday. The Board of Directors shall hold an annual meeting, regular, special, and emergency meetings for purposes of organization, election of officers, and transaction of other business. Notice of this meeting is not required if conducted pursuant to these bylaws.

Section 17. AUTHORITY TO CALL SPECIAL MEETINGS. Special and emergency meetings of the Board of Directors for any purpose may be called at any time by the Chairman of the Board, if any, the President or any Vice-President, the Secretary, or any two Directors but may only be conducted if two-thirds of the Board of Directors vote that a situation warranting a special or emergency meeting exists.

Section 18. NOTICE OF MEETINGS. Regular meetings of the Board may be held without notice if conducted pursuant to these Bylaws. Special meetings of the Board shall be held upon four (4) days written notice by first-class mail or forty-eight (48) hours notice delivered personally or by telephone, facsimile, or telegraph. If sent by mail or telegraph, the notice shall be deemed to

be delivered on its deposit in the mails or on its delivery to the telegraph company. Such notices shall be addressed to each director at his or her address as shown on the books of the Corporation. Notice of time and place of holding an adjourned meeting need not be given to absent directors if the time and place of the adjourned meeting are fixed at the meeting adjourned and if such adjourned meeting is held no more than twenty-four (24) hours from the time of the original meeting. Notice shall be given of any adjourned regular or special meeting to directors absent from the original meeting if the adjourned meeting is held more than twenty-four (24) hours from the time of the original meeting.

The notice shall state the time of the meeting and the place, if the place is other than the corporation's principal office and the business to be transacted at the meeting.

Section 19. **WAIVER OF NOTICE AND CONSENT TO HOLD MEETINGS.** The transactions of any meeting of the Board, however called and noticed or wherever held, are as valid as though the meeting had been duly held after proper call and notice, provided a quorum, as hereinafter defined, is present and provided that either before or after the meeting each director not present signs a waiver of notice, a consent to holding the meeting, or an approval of the minutes thereof. All such waivers, consents, or approvals shall be filed with corporate records or made a part of the minutes of the meeting.

Section 20. **ACTION WITHOUT MEETING.** Any action that the Board is required or permitted to take may be taken without a meeting if all Board members consent in writing to the action; provided, however, that the consent of any director who has a material financial interest in a transaction to which the Corporation is a party and who is an "interested director" as defined in Corporations Code section 5233 shall not be required for approval of that transaction. Such action by written consent shall have the same force and effect as any other validly approved action of the Board. All such consents shall be filed with the minutes of the proceedings of the Board.

Section 21. **QUORUM.** A majority of the directors then in office shall constitute a quorum for the transaction of any business except adjournment. Every action taken or decision made by a majority of the directors present at a duly held meeting at which a quorum is present shall be an act of the Board, subject to the more stringent provisions of the California Nonprofit Public Benefit Corporation Law, including, without limitation, those provisions relating to (a) approval of contracts or transactions in which a director has a direct or indirect material financial interest, (b) approval of certain transactions between corporations having common directorships, (c) creation of and appointments to committees of the Board, and (d) indemnification of directors.

Section 22. **ADJOURNMENT.** A majority of the directors present, whether or not a quorum is present, may adjourn any meeting to another time and place.

Section 23. **COMPENSATION AND REIMBURSEMENT.** Directors shall serve without compensation except that directors may receive such reimbursement of expenses, as the Board of Directors may establish by resolution to be just and reasonable as to the corporation at the time that the resolution is adopted. In addition, they shall be allowed reasonable advancement or reimbursement of expenses incurred in the performance of their regular duties as specified in Section 2 of this Article. Directors may not be compensated for rendering services to the

Corporation in any capacity other than director unless such compensation is reasonable and is allowable under the provisions of Section 4 of this Article.

Section 24. CREATION OF POWERS OF COMMITTEES. The Board, by resolution adopted by a majority of the directors then in office, may create one or more committees, each consisting of two or more directors and no one who is not a director, to serve at the pleasure of the Board. Appointments to committees of the Board of Directors shall be by majority vote of the authorized number of directors. The Board of Directors may appoint one or more directors as alternate members of any such committee, who may replace any absent member at any meeting. Any such committee shall have all the authority of the Board, to the extent provided in the Board of Directors resolution, except that no committee may:

- (a) Take any final action on any matter that, under the California Nonprofit Public Benefit Corporation Law, also requires approval of the members or approval of a majority of all members;
- (b) Fill vacancies on the Board of Directors or any committee of the Board;
- (c) Fix compensation of the directors for serving on the Board of Directors or on any committee;
- (d) Amend or repeal bylaws or adopt new bylaws;
- (e) Amend or repeal any resolution of the Board of Directors that by its express terms is not so amendable or repealable;
- (f) Create any other committees of the Board of Directors or appoint the members of committees of the Board;
- (g) Expend corporate funds to support a nominee for director if more people have been nominated for director than can be elected;
- (h) Approve any contract or transaction to which the corporation is a party and in which one or more of its directors has a material financial interest, except as special approval is provided for in Corporations Code section 5233(d)(3).

Section 25. MEETINGS AND ACTION OF COMMITTEES. Meetings and actions of committees of the Board of Directors shall be governed by, held, and taken under the provisions of these bylaws concerning meetings and other Board of Directors' actions, except that the time for general meetings of such committees and the calling of special meetings of such committees may be set either by Board of Directors resolution or, if none, by resolution of the committee. Minutes of each meeting shall be kept and shall be filed with the corporate records. The Board of Directors may adopt rules for the governance of any committee as long as the rules are consistent with these bylaws. If the Board of Directors has not adopted rules, the committee may do so.

Section 26. NON-LIABILITY OF DIRECTORS. No Director shall be personally liable for the debts, liabilities, or other obligations of this corporation.

ARTICLE VIII OFFICERS OF THE CORPORATION

Section 1. **OFFICES HELD.** The officers of this corporation shall be a President, a Secretary, and a Chief Financial Officer. The corporation, at the Board's direction, may also have a chairman of the Board, one or more Vice-Presidents, one or more Assistant Secretaries, one or more Assistant Treasurers, and such other officers as may be appointed under Article VIII, Section 4, of these bylaws.

Section 2. **DUPLICATION OF OFFICE HOLDERS.** Any number of offices may be held by the same person, except that neither the Secretary nor the Chief Financial Officer may serve concurrently as either the President or the chairman of the Board.

Section 3. **ELECTION OF OFFICERS.** The officers of this corporation, except any appointed under Article VIII, Section 4, of these bylaws, shall be chosen annually by the Board of Directors and shall serve at the pleasure of the Board, subject to the rights of any officer under any employment contract.

Section 4. **APPOINTMENT OF OTHER OFFICERS.** The Board of Directors may appoint and authorize the chairman of the Board, the President, or another officer to appoint any other officers that the corporation may require. Each appointed officer shall have the title and authority, hold office for the period, and perform the duties specified in the bylaws or established by the Board.

Section 5. **REMOVAL OF OFFICERS.** Without prejudice to the rights of any officer under an employment contract, the Board of Directors may remove any officer with or without cause. An officer who was not chosen by the Board of Directors may be removed by any other officer on whom the Board of Directors confers the power of removal.

Section 6. **RESIGNATION OF OFFICERS.** Any officer may resign at any time by giving written notice to the Board. The resignation shall take effect on the date the notice is received or at any later time specified in the notice. Unless otherwise specified in the notice, the resignation need not be accepted to be effective. Any resignation shall be without prejudice to any rights of the corporation under any contract to which the officer is a party.

Section 7. **VACANCIES IN OFFICE.** A vacancy in any office because of death, resignation, removal, disqualification, or any other cause shall be filled in the manner prescribed in these bylaws for normal appointment to that office, provided, however, that vacancies need not be filled on an annual basis.

Section 8. **CHAIRMAN OF THE BOARD.** If a chairman of the Board of Directors is elected, he or she shall preside at Board of Directors meetings and shall exercise and perform such other powers and duties as the Board of Directors may assign from time to time. If there is no President, the chairman of the Board of Directors shall also be the chief executive officer and shall have the powers and duties of the President of the corporation set forth in these bylaws.

Section 9. **PRESIDENT.** Subject to such supervisory powers as the Board of Directors may give to the chairman of the Board, if any, and subject to the control of the Board, the President shall be the general manager of the corporation and shall supervise, direct, and control the corporation's activities, affairs, and officers as fully described in any applicable employment contract, agreement, or job specification. The President shall preside at all members' meetings and, in the absence of the chairman of the Board, or if none, at all Board of Directors meetings. The President shall have such other powers and duties as the Board of Directors or the bylaws may require.

Section 10. **VICE-PRESIDENT.** If the President is absent or disabled, the Vice-President, if any, shall perform all duties of the President. When so acting, a Vice-President shall have all powers of and be subject to all restrictions on the President. The Vice-President shall have such other powers and perform such other duties as the Board of Directors or the bylaws may require.

Section 11. **SECRETARY.** The Secretary shall keep or cause to be kept at the corporation's principal office or such other place as the Board of Directors may direct, a book of minutes of all meetings, proceedings, and actions of the Board, of committees of the Board, and of members' meetings. The minutes of meetings shall include the time and place that the meeting was held; whether the meeting was annual, general, or special, and, if special, how authorized; the notice given; the names of persons present at Board of Directors and committee meetings; and the number of members present or represented at members' meetings.

The Secretary shall keep or cause to be kept at the principal California office, a copy of the articles of incorporation and bylaws, as amended to date.

The Secretary shall give, or cause to be given, notice of all meetings of members, of the Board, and of committees of the Board of Directors that these bylaws require to be given. The Secretary shall keep the corporate seal, if any, in safe custody and shall have such other powers and perform such other duties as the Board of Directors or by bylaws may require.

Section 12. **CHIEF FINANCIAL OFFICER.** The Chief Financial Officer shall keep and maintain, or cause to be kept and maintained, adequate and correct books and accounts of the corporation's properties and transactions. The Chief Financial Officer shall send or cause to be given to the members and directors such financial statements and reports as are required to be given by law, by these bylaws, or by the Board. The books of account shall be open to inspection by any director at all reasonable times.

The Chief Financial Officer shall (i) deposit, or cause to be deposited, all money and other valuables in the name and to the credit of the corporation with such depositories as the Board of Directors may designate; (ii) disburse the corporation's funds as the Board of Directors may order; (iii) render to the President and the Board, when requested, an account of all transactions as Chief Financial Officer and of the financial condition of the corporation; and (iv) have such other powers and perform such other duties as the Board, contract, job specification, or the bylaws may require.

If required by the Board, the Chief Financial Officer shall give the corporation a bond in the amount and with the surety or sureties specified by the Board of Directors for faithful performance of the duties of the office and for restoration to the corporation of all of its books, papers, vouchers,

money, and other property of every kind in the possession or under the control of the Chief Financial Officer on his or her death, resignation, retirement, or removal from office.

ARTICLE IX CONTRACTS WITH DIRECTORS AND OFFICERS

Section 1. **CONTRACTS WITH DIRECTORS AND OFFICERS.** No director of this corporation nor any other corporation, firm, association, or other entity in which one or more of this corporation's directors are directors have a material financial interest, shall be interested, directly or indirectly, in the contract or transaction, unless (a) the material facts regarding that director's financial interest in such contract or transaction or regarding such common directorship, officership, or financial interest are fully disclosed in good faith and noted in the minutes, or are known to all members of the Board of Directors prior to the Board's consideration of such contract or transaction; (b) such contract or transaction is authorized in good faith by a majority of the Board of Directors by a vote sufficient for that purpose without counting the votes of the interested directors; (c) before authorizing or approving the transaction, the Board of Directors considers and in good faith decides after reasonable investigation that the corporation could not obtain a more advantageous arrangement with reasonable effort under the circumstances; and (d) the corporation for its own benefit enters into the transaction, which is fair and reasonable to the corporation at the time the transaction was entered into.

This Section does not apply to a transaction that is part of an educational or charitable program of this corporation if it (a) is approved or authorized by the corporation in good faith and without unjustified favoritism and (b) results in a benefit to one or more directors or their families because they are in the class of persons intended to be benefited by the educational or charitable program of this corporation.

ARTICLE X LOANS TO DIRECTORS AND OFFICERS

Section 1. **LOANS TO DIRECTORS AND OFFICERS.** This corporation shall not lend any money or property to or guarantee the obligation of any director or officer without the approval of the California Attorney General; provided, however, that the corporation may advance money to a director or officer of the corporation for expenses reasonably anticipated to be incurred in the performance of his or her duties if that director or officer would be entitled to reimbursement for such expenses of the corporation.

ARTICLE XI INDEMNIFICATION

Section 1. **INDEMNIFICATION.** To the fullest extent permitted by law, this corporation shall indemnify its directors, officers, employees, and other persons described in Corporations Code section 5238(a), including persons formerly occupying any such positions, against all expenses, judgments, fines, paying any such positions, against all expenses, judgments, fines, settlements, and other amounts actually and reasonably incurred by them in connection with any "proceeding," as that term is used in that section, and including an action by or in the right of the

corporation by reason of the fact that the person is or was a person described in that section. "Expenses," as used in this bylaw, shall have the same meaning as in that section of the Corporations Code.

On written request to the Board of Directors by any person seeking indemnification under Corporations Code section 5238(b) or section 5238(c) the Board of Directors shall promptly decide under Corporations Code section 5238(e) whether the applicable standard of conduct set forth in Corporations Code section 5238(b) or section 5238(c) has been met and, if so, the Board of Directors shall authorize indemnification.

ARTICLE XII INSURANCE

Section 1. **INSURANCE.** This corporation shall have the right to purchase and maintain insurance to the full extent permitted by law on behalf of its officers, directors, employees, and other agents, to cover any liability asserted against or incurred by any officer, director, employee, or agent in such capacity or arising from the officer's, director's, employee's, or agent's status as such.

ARTICLE XIII MAINTENANCE OF CORPORATE RECORDS

Section 1. **MAINTENANCE OF CORPORATE RECORDS.** This corporation shall keep:

- (a) Adequate and correct books and records of account;
- (b) Written minutes of the proceedings of its members, Board, and committees of the Board;
and
- (c) Such reports and records as required by law.

ARTICLE XV INSPECTION RIGHTS

Section 1. **DIRECTORS' RIGHT TO INSPECT.** Every director shall have the right at any reasonable time to inspect the corporation's books, records, documents of every kind, physical properties, and the records of each subsidiary as permitted by California and federal law. The inspection may be made in person or by the director's agent or attorney. The right of inspection includes the right to copy and make extracts of documents as permitted by California and federal law. This right to inspect may be circumscribed in instances where the right to inspect conflicts with California or federal law pertaining to access to books, records, and documents.

Section 2. **ACCOUNTING RECORDS AND MINUTES.** On written demand on the corporation, any member may inspect, copy, and make extracts of the accounting books and records and the minutes of the proceedings of the members, the Board of Directors, and committees of the Board of Directors at any reasonable time for a purpose reasonably related to the member's interest as a member. Any such inspection and copying may be made in person or by the member's agent or attorney. This right of inspection extends to the records of any subsidiary of the corporation.

Section 3. MAINTENANCE AND INSPECTION OF ARTICLES AND BYLAWS. This corporation shall keep at its principal California office the original or a copy of the article of incorporation and bylaws, as amended to the current date, which shall be open to inspection by the members at all reasonable times during office hours. If the corporation has no business office in California, the Secretary shall, on the written request of any member, furnish to that member a copy of the articles of incorporation and bylaws, as amended to the current date.

**ARTICLE XV
REQUIRED REPORTS**

Section 1. ANNUAL REPORTS. The Board of Directors shall cause an annual report to be sent to the Board of Directors within 120 days after the end of the corporation's fiscal year. That report shall contain the following information, in appropriate detail:

- (a) The assets and liabilities, including the trust funds, of the corporation as of the end of the fiscal year;
- (b) The principal changes in assets and liabilities, including trust funds;
- (c) The corporation's revenue or receipts, both unrestricted and restricted to particular purposes;
- (d) The corporation's expenses or disbursement for both general and restricted purposes;
- (e) Any information required under these bylaws; and
- (f) An independent accountants' report or, if none, the certificate of an authorized officer of the corporation that such statements were prepared without audit from the corporation's books and records.

Section 2. ANNUAL STATEMENT OF CERTAIN TRANSACTIONS AND INDEMNIFICATIONS. As part of the annual report to all members, or as a separate document if no annual report is issued, the corporation shall, within 120 days after the end of the corporation's fiscal year, annually prepare and mail or deliver to each member and furnish to each director a statement of any transaction or indemnification of the following kind:

(a) Any transaction (i) in which the corporation, or its parent or subsidiary, was a party, (ii) in which an "interested person" had a direct or indirect material financial interest, and (iii) which involved more than \$50,000 or was one of several transactions with the same interested person involving, in the aggregate, more than \$50,000. For this purpose, an "interested person" is either:

(1) Any director or officer of the corporation, its parent, or subsidiary (but mere common directorship shall not be considered such an interest); or

(1) Any holder of more than 10 percent of the voting power of the corporation,

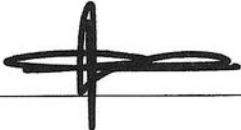
Section 1. FISCAL YEAR OF THE CORPORATION. The fiscal year of the Corporation shall begin on July 1st and end on June 30th of each year.

CERTIFICATE OF SECRETARY

I certify that I am the duly elected and acting Secretary of The Elevate School Foundation, a California nonprofit public benefit corporation; that these bylaws, consisting of 16 pages, are the bylaws of this corporation as adopted by the Board of Directors on March 24, 2022; and that these bylaws have not been amended or modified since that date.

Executed on March 24, 2022 at San Diego, California.

Sam Lopez


_____, Secretary

Coversheet

Approve BP 6001 Independent Study Policy (Revised)

Section: II. Agenda Items
Item: G. Approve BP 6001 Independent Study Policy (Revised)
Purpose: Vote
Submitted by:
Related Material:
2024.7.31 BP6001 Independent Study Policy - Revised w YMC comments.pdf

Board Policy #: BP 6001 Adopted/Ratified: October 15, 2014

Revision Dates: 9/21/2019, 8/23/2021, 10/14/2021, 8/18/2020, 8/20/2022; [INSERT DATE]



Inspiring tomorrow's innovators & leaders

2285 Murray Ridge Rd.
San Diego, CA 92123

tel: 858.751.4774
email: info@elevateschool.com

Elevate School - Independent Study Policy

In the interest of maintaining a student's academic progress and minimizing disruption to the educational program, Elevate School ("Elevate" or the "Charter School") may offer Independent Study to meet the educational needs of students enrolled in the Charter School. Independent study is an optional educational alternative in which no student may be required to participate and is designed to teach the knowledge and skills of the core curriculum. The Charter School shall provide appropriate existing services and resources to enable students to complete their independent study successfully.

Short-term independent study is available for students who are unable to participate in classroom instruction for a minimum of three (3) consecutive school days to a **maximum of fifteen (15) school days**. The purpose of independent study is to accommodate extended illness, quarantine, or other extenuating circumstances that prohibit the student from accessing on-campus instruction. In cases of unavoidable travel, Independent Study contracts will only be issued when the duration is five (5) or more days. Families are encouraged to plan vacations during school breaks.

In special circumstances and only upon prior written approval by the Executive Director, a student may be approved to participate in independent study for longer than the fifteen (15) cumulative school days permitted by this Policy. Such requests will be granted on a case-by-case basis at the sole direction of the Executive Director, for reasons including but not limited to, healthcare provider or county office of public health quarantine instructions, medical fragility, or extended illness. If a student is not approved for an extension of the fifteen (15) day cumulative maximum, further absences will be addressed in accordance with the Charter School's attendance policy and may be considered unexcused and/or lead to truancy prevention measures, depending on the nature of the absence. *Participation in independent study shall be limited to staffing capacity and shall be maintained to be lower than 20% of the attendance at Elevate at any given time.* Should interest in independent study exceed capacity, participation shall be determined by public random drawing. All requests will be considered on a case-by-case basis. Any use of independent study shall be restricted to occasional, incidental instances of extended absences, and shall fully comply with all applicable independent study laws and regulations. Students' attendance records and overall performance records will be considered in granting independent study applications. Priority for independent study shall be provided to those students with written documentation from a physician that states that a student cannot safely attend school in-person even with appropriate safety measures as required by the local, state, and federal departments of health.

The following written policies have been adopted by the Elevate Board of Directors for implementation at Charter School:

1. For students in all grade levels and programs offered by the Charter School, the **maximum length of time** that may elapse between the time an assignment is made and the date by which the student must complete the assigned work shall be ten (10) school days.
2. The Executive Director or designee shall conduct an evaluation to determine whether it is in the best interest of the student to remain in independent study upon the following triggers:

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Adopted/Ratified: October 15, 2014

Revision Dates: 9/21/2019, 8/23/2021, 10/14/2021, 8/18/2020, 8/20/2022

- a. When any student fails to complete more than 50% of assignments during any period of ten (10) school days.

- b. In the event a student's educational progress falls below satisfactory levels as determined by Elevate's School Success Team process which considers ALL of the following indicators:
 - i. The student's achievement and engagement in the independent study program, as indicated by the student's performance on applicable student level measures of student achievement and student engagement set forth in Education Code Section 52060(d) paragraphs (4) and (5).
 - ii. The completion of assignments, assessments, or other indicators that evidence that the student is working on assignments.
 - iii. Learning required concepts, as determined by the supervising teacher.

 - iv. Progressing toward successful completion of the course of study or individual course, as determined by the supervising teacher.

A written record of the findings of any evaluation conducted pursuant to this policy shall be treated as a mandatory interim student record. The record shall be maintained for a period of three years from the date of the evaluation and, if the student transfers to another California public school, the record shall be forwarded to that school.

3. The Charter School shall provide content aligned to grade level standards that is substantially equivalent to in-person instruction.

4. The Charter School has adopted tiered reengagement strategies* for the following pupils:
 - a. All pupils who are not generating attendance for more than 10 percent of required minimum instructional time over four continuous weeks of the Charter School's approved instructional calendar;
 - b. Pupils found not participatory in synchronous instructional offerings pursuant to Education Code Section 51747.5 for more than 50 percent of the scheduled times of synchronous instruction in a school month as applicable by grade span; or
 - c. Pupils who are in violation of the written agreement pursuant to Education Code Section 51747(g).

These procedures shall include local programs intended to address chronic absenteeism, as applicable, with at least all of the following:

- a. Verification of current contact information for each enrolled pupil;
- b. Notification to parents or guardians of lack of participation within one (1) school day of the recording of a non-attendance day or lack of participation;
- c. A plan for outreach from the Charter School to determine pupil needs including connection with health and social services as necessary;

- d. A clear standard for requiring a pupil-parent-educator conference to review a pupil's written agreement and reconsider the independent study program's impact on the pupil's achievement and

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Revision Dates: 9/21/2019, 8/23/2021, 10/14/2021, 8/18/2020, 8/20/2022; [INSERT DATE]

well-being consistent with the policies adopted pursuant to paragraph (4) of subdivision (g) of Education Code Section 51747.

The teacher of record in coordination with school leadership will implement additional reengagement strategies, including but not limited to phone calls, home visits, and missed assignment notices to support student learning and engagement.

5. The following plan shall be in place in accordance with Education Code Section 51747(e) for synchronous instruction and live interaction*:
 - a. For pupils in transitional kindergarten through grade 3, inclusive, Charter School shall provide opportunities for daily synchronous instruction for all pupils throughout the school year by each pupil's teacher of record. Charter School will provide opportunity for daily synchronous instruction in math and language arts via Zoom with a credentialed teacher.
 - b. For pupils in grades 4-5, inclusive, Charter School shall provide opportunities for daily live interaction between the pupil and a certificated or non-certificated employee of the Charter School and at least weekly synchronous instruction for all pupils throughout the school year by each pupil's teacher(s) of record. Charter School will provide opportunity for daily "wellness checks" and progress monitoring with RTI staff, and daily opportunity for synchronous instruction in math and language arts via Zoom with the supervising teacher.
 - c. For pupils in grades 6-8, inclusive, Charter School shall provide opportunities for daily live interaction between the pupil and a certificated or non-certificated employee of the Charter School and at least weekly synchronous instruction for all pupils throughout the school year by each pupil's teacher(s) of record. Charter School will provide opportunity for daily "wellness checks" and progress monitoring with RTI staff, and weekly opportunity for synchronous instruction in math and language arts via Zoom with the supervising teacher.

6. The following plan* shall be utilized to transition pupils whose families wish to return to in person instruction from independent study expeditiously, and, in no case, later than five instructional days: Families who wish to return to in-person instruction from independent may contact the Charter School Executive Director, who shall convene a meeting with parent and student to facilitate transition.

* The tiered reengagement strategies, plan for synchronous instruction and live interaction, and plan to transition pupils whose families wish to return to in-person instruction (paragraphs 4, 5, and 6 above) shall not apply to:

- a. pupils who participate in an independent study program for fewer than 16 schooldays in a school year;
- b. pupils enrolled in a comprehensive school for classroom-based instruction who, under the care of appropriately licensed professionals, participate in independent study due to necessary medical treatments or inpatient treatment for mental health care or substance abuse. Local educational agencies shall obtain evidence from appropriately licensed professionals of the need for pupils to participate in independent study pursuant to this subdivision; or
- c. independent study offered due to school closure or material decrease in attendance for 15 school days or less for affected pupils under one or more of the circumstances described in Education Code Sections 41422 and/or 46392, and 46393 for which the Charter School files an affidavit seeking an allowance of attendance due to emergency conditions.

7. A current written agreement shall be maintained on file for each independent study student, including but not limited to, all of the following:
 - a. The manner, time, frequency, and place for submitting a student's assignments, for reporting the student's academic progress, and for communicating with a student's parent or guardian regarding a student's academic progress..

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Adopted/Ratified: October 15, 2014

Revision Dates: 9/21/2019, 8/23/2021, 10/14/2021, 8/18/2020, 8/20/2022

- b. The objectives and methods of study for the student's work, and the methods used to evaluate that work.
- c. The specific resources, including materials and personnel, that will be made available to the student. These resources shall include confirming or providing access to all students to the connectivity and devices adequate to participate in the educational program and complete assigned work.
- d. A statement of the policies adopted pursuant to Education Code Section 51747, subdivisions (a) and (b) regarding the maximum length of time allowed between the assignment and the completion of a student's assigned work, the level of satisfactory educational progress, and the number of missed assignments allowed before an evaluation of whether or not the student should be allowed to continue in independent study.
- e. The duration of the independent study agreement, including the beginning and ending dates for the student's participation in independent study under the agreement. No independent study agreement shall be valid for any period longer than one school year.
- f. A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the agreement, to be earned by the student upon completion.
- g. A statement detailing the academic and other supports that will be provided to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, individuals with exceptional needs in order to be consistent with the student's individualized education program or plan pursuant to Section 504 of the federal Rehabilitation Act of 1973 (29 U.S.C. Sec. 794), students in foster care or experiencing homelessness, and students requiring mental health supports.
- h. The inclusion of a statement in each independent study agreement that independent study is an optional educational alternative in which no student may be required to participate. In the case of a student who is referred or assigned to any school, class, or program pursuant to Section 48915 or 48917, the agreement also shall include the statement that instruction may be provided to the student through independent study only if the student is offered the alternative of classroom instruction.
- i. For a pupil participating in an independent study program that is scheduled for more than 15 school days, each written agreement shall be signed, before the commencement of independent study, by the student, the student's parent, legal guardian, or caregiver, if the student is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of independent study, and the certificated employee designated as having responsibility for the special education programming of the pupil, as applicable. For a pupil participating in an independent study program that is scheduled for 15 school days or fewer, each written agreement shall be signed during the school year in which the independent study takes program takes place, by the pupil, the pupil's parent, legal guardian, or caregiver, if the pupil is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of independent study, and the certificated employee designated as having responsibility for the special education programming of the pupil, as applicable. The written agreement may be signed at any time during the school year, but it is the intent of the Legislature that parents or guardians of pupils be provided the agreement at or before the beginning of the school year. For purposes of this paragraph "caregiver" means a person who has met the requirements of Part 1.5 (commencing with Section 6550) of Division 11 of the Family Code.
- j. Written agreements may be signed using an electronic signature that complies with state and federal standards, as determined by the California Department of Education, that may be a marking that is either computer generated or produced by electronic means and is intended by the signatory to have the same effect as a handwritten signature. The use of an electronic signature shall have the same force and effect as the use of a manual signature if the requirements for digital signatures and their acceptable technology, as provided in Section 16.5 of the Government Code and in Chapter 10 (commencing with Section 22000) of Division 7 of Title 2 of the California Code of Regulations, are satisfied.

Board Policy #: BP 6001 Adopted/Ratified: October 15, 2014

Revision Dates: 9/21/2019, 8/23/2021, 10/14/2021, 8/18/2020, 8/20/2022; [INSERT DATE]

8. The Charter School shall comply with the Education Code sections 51745 through 51749.3 and the provisions of the Charter Schools Act of 1992 and the State Board of Education regulations adopted there under.
9. The Executive Director may establish regulations to implement these policies in accordance with the law.

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Coversheet

22-23 Teacher Assignment Monitoring Outcome (TAMO) Report

Section: II. Agenda Items
Item: J. 22-23 Teacher Assignment Monitoring Outcome (TAMO) Report
Purpose: FYI
Submitted by:
Related Material: 2022-23 Elevate TAMO Report - Board Presentation.pdf

2022-23 Teaching Assignment Monitoring Outcome (TAMO) for Elevate School Source: [Dataquest](#)

The California Department of Education (CDE) recently released the 2022–23 Teaching Assignment Monitoring Outcomes (TAMO) by Full-Time Equivalency data report on DataQuest, which will be reported on the 2024 California School Dashboard (Dashboard) as part of the Priority 1 Local Indicator. Detailed information about the TAMO reports and data is provided on the [Information about the Teaching AMO Report](#) web page.

Since the 2022–23 TAMO data was unavailable at the time that LEAs were reporting their local indicator data to the governing board/body of the LEA, LEAs must report the 2022–23 TAMO data at the next available meeting of the governing board/body. LEAs continue to have the option of providing an optional narrative related to the TAMO data within the Priority 1 Local Indicator.

2022-23 Teaching Assignment Monitoring Outcomes by Full-Time Equivalent (FTE)

Elevate Elementary Report (37-68338-0129395)
Disaggregated by Subject

- [+ Report Description](#)
- [+ Report Glossary](#)
- [+ Report Options and Filters](#)

Subject Area	Total Teaching FTE	Clear	Out-of-Field	Intern	Ineffective	Incomplete	Unknown	N/A
Self-Contained Class	13.0	92.3%	7.7%	0.0%	0.0%	0.0%	0.0%	0.0%
Art	1.3	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
English Language Arts	1.0	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Mathematics	1.8	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Media Arts	0.7	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Other Instruction-Related Assignments	6.9	85.5%	14.5%	0.0%	0.0%	0.0%	0.0%	0.0%
Physical Education	1.5	66.7%	0.0%	0.0%	33.3%	0.0%	0.0%	0.0%
Science	1.5	53.3%	0.0%	0.0%	46.7%	0.0%	0.0%	0.0%

Report Totals

Name	Total Teaching FTE	Clear	Out-of-Field	Intern	Ineffective	Incomplete	Unknown	N/A
Elevate	27.7	88.4%	7.2%	0.0%	4.3%	0.0%	0.0%	0.0%
San Diego Unified	6,047.8	86.5%	3.7%	1.2%	5.9%	2.5%	0.1%	0.0%
San Diego	23,206.4	86.0%	4.8%	0.9%	3.1%	4.6%	0.5%	0.1%
Statewide	277,698.0	83.2%	4.2%	2.0%	5.4%	4.7%	0.3%	0.2%

Note: Data for classroom-based teaching assignments taught by teachers without a Statewide Education Identifier (SEID) are not included in the Teacher Assignment Monitoring Outcome (AMO) by Full-Time Equivalency (FTE) report. Data are not included for districts and independently reporting charter schools (IRCs) that did not certify their California Longitudinal Pupil Achievement Data

System (CALPADS) Fall 2 submission. Due to rounding error, partial FTE counts by AMO may not sum exactly to the Total FTE displayed in the report for the selected reporting level and filters. For more information about this report, including data sources and timelines, data uses, downloadable files, and a description of the methodology and business rules for processing the data, please visit the [CDE Information about the Teaching Assignment Monitoring Outcome Report](#) webpage.