



Elevate School

Regular Board Meeting

Date and Time

Monday October 14, 2024 at 4:00 PM PDT

Elevate Middle School Campus, Fireside Room
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			4:00 PM
A. Record Attendance and Guests		Cheryl Gorman	1 m
B. Call the Meeting to Order		Cheryl Gorman	1 m
C. Approve Agenda	Vote	Cheryl Gorman	1 m
D. Approve Minutes from September 30 Special Board Meeting	Approve Minutes	Cheryl Gorman	1 m

	Purpose	Presenter	Time
E. Approve Minutes from October 5 Board Retreat Meeting	Approve Minutes	Cheryl Gorman	2 m
F. Core Values and Board Meeting Protocol		Cheryl Gorman	2 m
G. Non-Agenda Public Comment		Cheryl Gorman	5 m
II. Agenda Items			4:13 PM
A. Executive Director Report	FYI	Ryan Elliott	20 m
B. Financial Update	FYI	Chancellor Brown	20 m
C. Approve Revised Expanded Learning Opportunities Program (ELO-P) Plan	Vote	Ryan Elliott	10 m
D. Discuss/Approve 24-25 Board Goals	Vote	Cheryl Gorman	20 m
III. Closing Items			5:23 PM
A. Adjourn Meeting	Vote		

Coversheet

Approve Minutes from September 30 Special Board Meeting

Section: I. Opening Items
Item: D. Approve Minutes from September 30 Special Board Meeting
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Special Board Meeting on September 30, 2024

APPROVED



Elevate School

Minutes

Special Board Meeting

Date and Time

Monday September 30, 2024 at 2:30 PM

Elevate School, K-3 Campus
2285 Murray Ridge Road
San Diego, CA 92123

Teleconference Location: [Here](#)

11601 Duenda Road
San Diego, CA 92127

1030 Maxie Place
Escondido, CA 92027

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Directors Present

Chancellor Brown (remote), Cheryl Gorman, Veronica Maxwell (remote)

Directors Absent

Becky Madeja

Guests Present

Ryan Elliott

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Cheryl Gorman called a meeting of the board of directors of Elevate School to order on Monday Sep 30, 2024 at 2:31 PM.

C. Approve Agenda

Chancellor Brown made a motion to approve the agenda.

Veronica Maxwell seconded the motion.

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

Roll Call

Chancellor Brown Aye

Cheryl Gorman Aye

Becky Madeja Absent

Veronica Maxwell Aye

D. Approve Minutes from September 9 Regular Board Meeting

Chancellor Brown made a motion to approve the minutes from Regular Board Meeting on 09-09-24.

Veronica Maxwell seconded the motion.

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

Roll Call

Cheryl Gorman Aye

Veronica Maxwell Aye

Chancellor Brown Aye

Becky Madeja Absent

E. Non-Agenda Public Comment

II. Agenda Items

A. Approve Local Assignment for M. Hernandez (K-5 STEAM) and T. Mueller-Gibbs (Special Education, Intern Credential)

Veronica Maxwell made a motion to approve Local Assignment for M. Hernandez (K-5 STEAM) and T. Mueller-Gibbs (Special Education, Intern Credential).

Chancellor Brown seconded the motion.

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

Roll Call

Cheryl Gorman Aye
Chancellor Brown Aye
Veronica Maxwell Aye
Becky Madeja Absent

III. Closing Items

A. Adjourn Meeting

Chancellor Brown made a motion to adjourn the meeting.

Veronica Maxwell seconded the motion.

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

Roll Call

Cheryl Gorman Aye
Becky Madeja Absent
Veronica Maxwell Aye
Chancellor Brown Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 2:40 PM.

Respectfully Submitted,
Cheryl Gorman

Coversheet

Approve Minutes from October 5 Board Retreat Meeting

Section: I. Opening Items
Item: E. Approve Minutes from October 5 Board Retreat Meeting
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Board Retreat on October 5, 2024

APPROVED



Elevate School

Minutes

Board Retreat

Date and Time

Saturday October 5, 2024 at 8:00 AM

Elevate Middle School Campus, Fireside Room
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.

Directors Present

Chancellor Brown, Cheryl Gorman, Sophie Karagianes, Veronica Maxwell

Directors Absent

Becky Madeja

Guests Present

Ryan Elliott

I. Opening Items

A.

Record Attendance and Guests

B. Call the Meeting to Order

Cheryl Gorman called a meeting of the board of directors of Elevate School to order on Saturday Oct 5, 2024 at 8:30 AM.

C. Approve Agenda

Chancellor Brown made a motion to to approve the October 5, 2024 agenda.

Cheryl Gorman seconded the motion.

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

D. Core Values and Board Meeting Protocol

Core Values were read by Board members present.

E. Non-Agenda Public Comment

There were no public comments.

II. Agenda Items

A. Approve New Board Member Appointment - Sophie Karagianes

Veronica Maxwell made a motion to approve New Board Member Appointment - Sophie Karagianes.

Chancellor Brown seconded the motion.

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

B. Teambuilding

Board members shared interesting facts about themselves, what they are most looking forward to this coming school year, and what they feel are challenges or what can improved upon.

C. Executive Director Report

Executive director, Ryan Elliot, shared attendance and budget updates.

D. 24-25 Board Goals Discussion

The Board discussed what their three priorities and goals should be for the 2024-2025 school year. They decided to focus on the following:

- Creating a 3-year financial outlook plan
- Refining the Executive Director evaluation process

- Reviewing and refining the role and expectations of the Elevate Foundation (TESF)

III. Closing Items

A. Adjourn Meeting

Veronica Maxwell made a motion to adjourn the meeting.

Chancellor Brown 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 11:57 PM.

Respectfully Submitted,

Veronica Maxwell

Coversheet

Financial Update

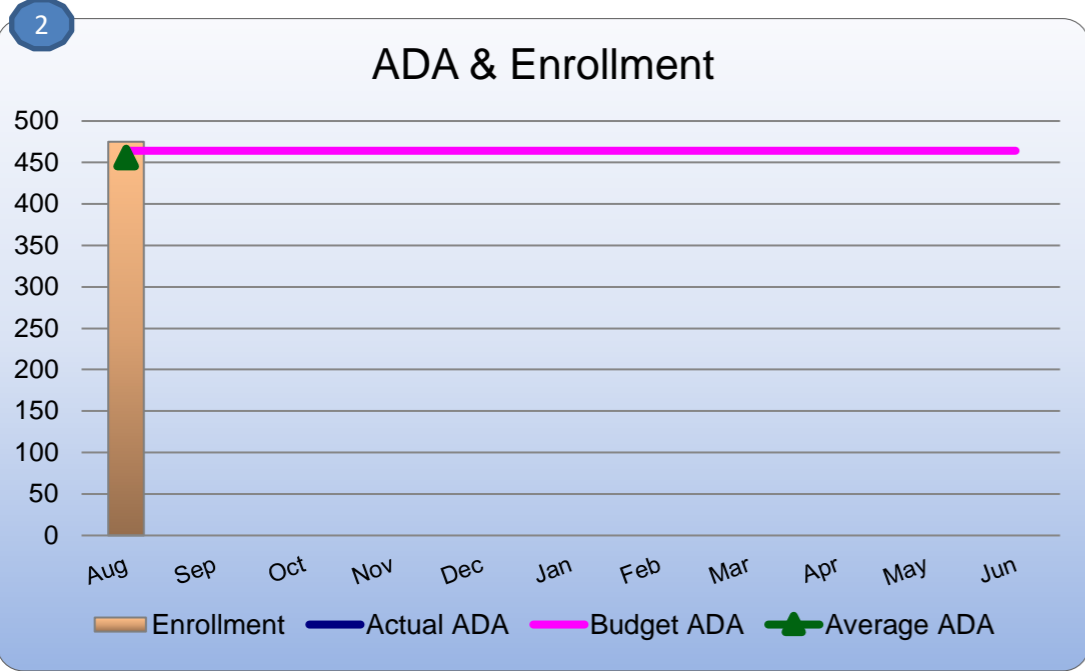
Section: II. Agenda Items
Item: B. Financial Update
Purpose: FYI
Submitted by:
Related Material: EE School Aug 24 Financial Packet.pdf

ELEVATE SCHOOL - Financial Dashboard (August 2024)

1 Key Performance Indicators

ADA vs. Budget ● Cash on Hand ●

Net Income / (Loss) ● Year-End Cash ●



KEY POINTS

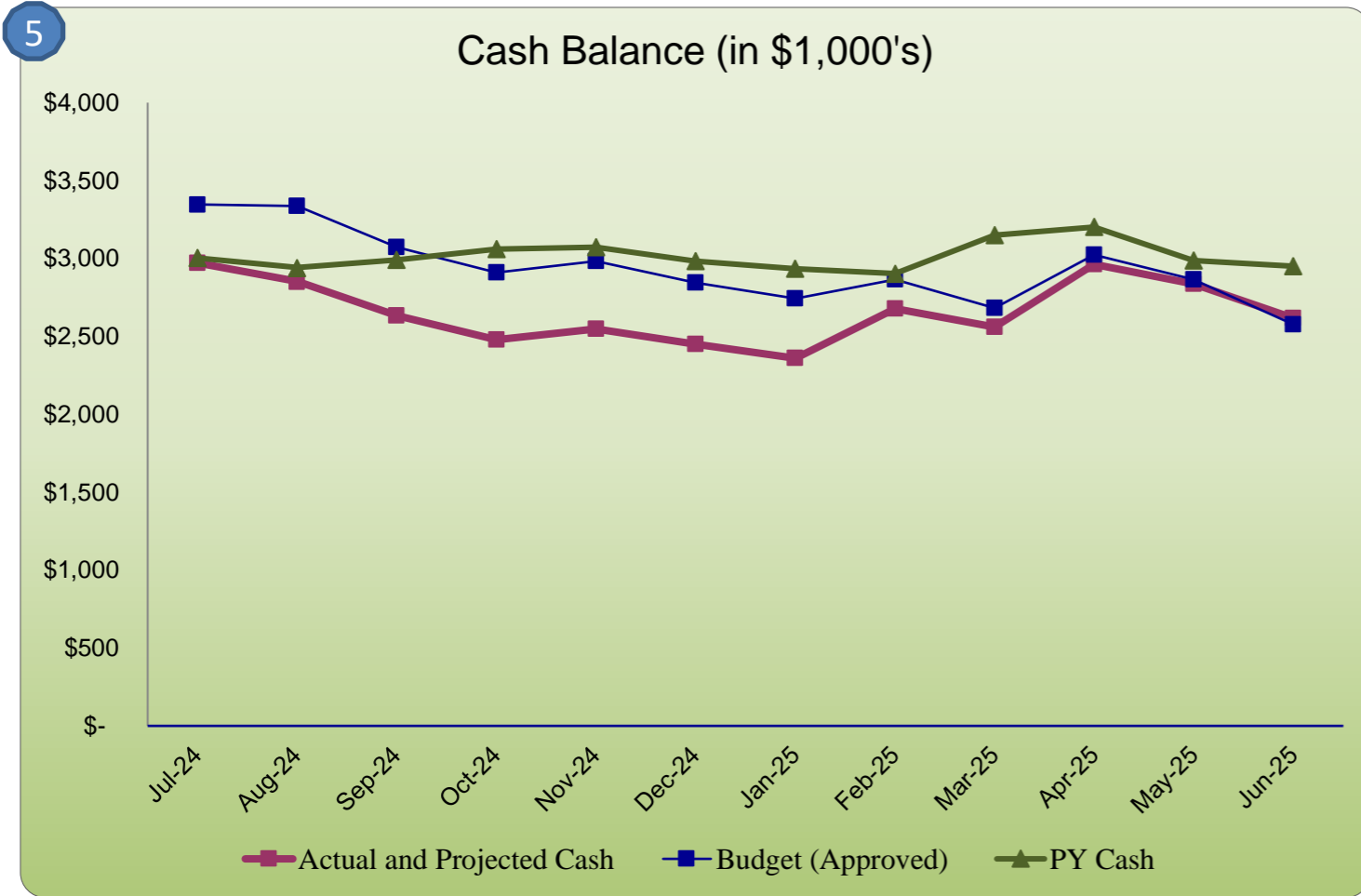
\$50 Billion In Local School Bond

Voters across the state will be asked to approve over \$50 billion in local school bonds in addition to approving Proposition 2, the \$10 billion statewide school bond. There are a total of 241 general obligation bonds and 24 School Facility Improvement District (SFID) bonds requiring at least 55% support that will appear on local ballots on November 5, 2024.

By comparison, in March 2020 (the last election that a statewide bond measure appeared on the ballot—Proposition 13), there were 118 bond measures. And later that year, during the last presidential election year, voters were asked to approve 61 local bond measures.

Attendance Analysis	Actual through Month 1	Forecasted P2	Budgeted P2	Budget Variance B/(W)	FY 23-24	FY 22-23
Enrollment	475	486	486	0	470	459
Attendance %	96.9%	95.7%	95.5%	0.2%	95.3%	0.0%
Avg Daily Attendance (ADA)	456.33	463.12	464.13	(1.01)	451.33	437.82

Income Statement	Actual through 08/31/24	Forecast as of 08/31/24	FY 24-25 Budget	Budget Variance B/(W)	FY 23-24	FY 22-23
Local Control Funding Formula	345,680	5,350,625	5,368,532	(17,907)	5,149,792	4,601,574
Federal Revenue	-	813,126	809,170	3,955	1,034,686	1,232,637
State Revenue	35,434	951,277	899,728	51,550	812,719	532,089
Other Local Revenue	19,533	528,998	525,499	3,499	499,047	395,563
Grants/Fundraising	515	131,559	131,559	0	90,314	71,159
TOTAL REVENUE	401,162	7,775,585	7,734,488	41,097	7,586,558	6,833,021
<i>Total per ADA</i>		16,790	16,664	125	16,809	15,607
<i>w/o Grants/Fundraising</i>		16,505	16,381	124	16,609	15,444
Certificated Salaries	356,619	3,292,811	3,360,837	68,026	3,139,199	2,858,842
Classified Salaries	109,977	959,690	911,376	(48,313)	971,550	836,563
Benefits	187,703	1,325,660	1,269,475	(56,185)	1,192,138	1,038,360
Student Supplies	66,706	412,959	405,498	(7,461)	504,266	493,487
Operating Expenses	235,276	1,725,927	1,718,918	(7,008)	1,698,026	1,539,633
Other	4,780	37,745	44,626	6,882	47,876	45,491
TOTAL EXPENSES	961,062	7,754,791	7,710,731	(44,060)	7,553,054	6,812,376
<i>Total per ADA</i>		16,745	16,613	(131)	16,735	15,560
NET INCOME / (LOSS)	(559,900)	20,794	23,757	(2,963)	33,505	20,646



6 Balance Sheet

	6/30/2024	8/31/2024	6/30/2025 FC
Assets			
Cash, Operating	1,816,972	1,717,802	1,452,230
Cash, Restricted	1,132,958	1,132,958	1,163,219
Accounts Receivable	825,078	263,021	793,761
Due From Others	840	840	840
Other Assets	1,162,521	1,016,830	1,082,394
Net Fixed Assets	89,531	89,522	56,558
Total Assets	5,027,900	4,220,973	4,549,001
Liabilities			
A/P & Payroll	298,073	136,084	308,471
Due to Others	1,143,415	1,058,377	1,023,523
Deferred Revenue	951,776	951,776	561,577
Total Liabilities	2,393,264	2,146,237	1,893,571
Equity			
Beginning Fund Bal.	2,601,131	2,634,636	2,634,636
Net Income/(Loss)	33,505	(559,900)	20,794
Total Equity	2,634,636	2,074,735	2,655,430
Total Liabilities & Equity	5,027,900	4,220,973	4,549,001

Year-End Cash Balance		
Projected	Budget	Variance
2,615,449	2,576,057	39,391

Days Cash on Hand	88	81	69
Cash Reserve %	24.2%	22.3%	18.8%



ELEVATE SCHOOL
2024-25 Cash Flow Forecast

Prepared by ExED. For use by ExED and ExED clients only. © 2024 ExED

Actuals as of 8/31/2024

	# of months remaining in FY														Accrual	FORECAST Jul-24 - Jun-25	Budget Variance	
	12	11	10	9	8	7	6	5	4	3	2	1	Better / (Worse)	% Better / (Worse)				
	State Schedule: PY P-2	PY P-2	PY P-2	PY P-2	PY P-2	PY P-2	PY P-2	PY P-2	PY P-2	CY P-1	CY P-1	CY P-1					CY P-1	
District Schedule: PY P-2	PY P-2	PY P-2	PY P-2	PY P-2	PY P-2	PY P-2	PY P-2	PY P-2	CY P-1	CY P-1	CY P-1	CY P-1						
	ACTUAL Jul-24	ACTUAL Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Accrual					
Income																		
8011-8098 · Local Control Funding Formula Sources																		
8011 Local Control Funding Formula	48,604	48,604	48,604	87,488	87,488	87,488	87,488	87,488	84,615	84,615	84,615	84,615	86,902	1,008,615	(58,086)	-5%		
8012 Education Protection Account	-	-	-	22,567	-	-	22,567	-	-	24,178	-	-	23,314	92,624	(202)	0%		
8096 In Lieu of Property Taxes	-	248,472	331,296	331,296	331,296	331,296	331,296	778,266	389,133	389,133	389,133	-	398,767	4,249,385	40,381	1%		
Total 8011-8098 · Local Control Funding Formula Sources	48,604	297,076	379,900	441,351	418,784	418,784	441,351	865,754	473,748	497,926	473,748	84,615	508,983	5,350,625	(17,907)	0%		
8100-8299 · Federal Revenue																		
8181 Special Education - Federal (IDEA)	-	-	-	-	-	-	-	-	-	-	-	-	66,640	66,640	(8,917)	-12%		
8221 Child Nutrition - Federal	-	-	-	-	15,521	13,796	15,521	13,796	17,245	16,383	15,521	12,072	30,179	150,032	6,340	4%		
8291 Title I	-	-	-	-	-	-	13,878	-	-	13,878	-	-	27,757	55,513	-	-		
8292 Title II	-	-	-	-	-	-	2,388	-	-	2,388	-	-	4,777	9,553	144	2%		
8295 Title IV, SSAFE	-	-	-	-	-	-	2,500	-	-	2,500	-	-	5,000	10,000	-	-		
8296 Title IV, PCSGP	-	-	-	-	-	-	14,097	-	-	14,097	-	-	28,194	56,388	6,388	13%		
8299 All Other Federal Revenue	-	-	-	-	-	-	-	-	-	348,750	-	116,250	-	465,000	-	-		
Total 8100-8299 · Other Federal Income	-	-	-	-	15,521	13,796	48,384	13,796	17,245	397,996	15,521	128,322	162,546	813,126	3,955	0%		
8300-8599 · Other State Revenue																		
8520 Child Nutrition - State	-	-	-	-	1,145	8,782	-	6,257	4,680	-	12,404	-	7,229	40,496	366	1%		
8550 Mandate Block Grant	-	-	-	-	-	9,055	-	-	-	-	-	-	-	9,055	7	0%		
8560 Lottery Revenue	-	-	-	-	-	-	23,107	-	-	23,107	-	-	85,896	132,110	11,403	9%		
8592 State Mental Health	1,874	1,874	1,874	3,374	3,374	3,374	3,374	3,374	3,373	3,373	3,373	3,373	1,492	37,476	(82)	0%		
8595 Expanded Learning Opportunity Program	12,527	12,527	12,527	22,549	22,549	22,549	22,549	22,549	21,464	21,464	21,464	21,464	2,310	238,494	34,500	17%		
8596 Prop 28 Arts & Music	3,316	3,316	3,316	5,969	5,969	5,969	5,969	5,969	5,980	5,980	5,980	5,980	2,734	66,448	-	-		
8599 State Revenue - Other	-	-	-	-	277,679	-	-	-	-	106,800	-	42,720	-	427,199	5,355	1%		
Total 8300-8599 · Other State Income	17,717	17,717	17,717	31,892	310,716	49,729	54,999	38,149	35,497	160,724	43,221	73,537	99,661	951,277	51,550	6%		
8600-8799 · Other Local Revenue																		
8660 Interest & Dividend Income	-	-	12,574	3,249	-	15,611	8,219	-	15,548	8,416	-	28,383	(0)	92,000	-	-		
8695 Contributions & Events	-	-	-	-	-	57,099	29,803	29,771	7,608	-	-	519	-	124,800	(0)	-		
8696 Other Fundraising	-	15	-	-	-	278	158	113	671	2,282	1,724	1,518	-	6,759	-	-		
8699 All Other Local Revenue	-	-	-	-	-	-	-	-	-	-	-	-	21,630	21,630	-	-		
8792 Transfers of Apportionments - Special Education	-	19,533	32,383	32,383	32,383	32,383	32,383	77,659	38,829	38,829	38,829	38,829	942	415,368	3,499	1%		
Total 8600-8799 · Other Income-Local	-	20,048	44,958	35,633	32,383	105,371	70,564	107,542	62,657	49,527	40,553	69,249	22,071	660,557	3,499	1%		
Prior Year Adjustments																		
8999 Other Prior Year Adjustment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Total Prior Year Adjustments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
TOTAL INCOME	66,321	334,841	442,575	508,875	777,404	587,680	615,298	1,025,241	589,147	1,106,174	573,043	355,724	793,261	7,775,585	41,097	1%		

ELEVATE SCHOOL
2024-25 Cash Flow Forecast

Prepared by ExED. For use by ExED and ExED clients only. © 2024 ExED

Actuals as of 8/31/2024

Expense	# of months remaining in FY														Accrual	FORECAST Jul-24 - Jun-25	Budget Variance	
	12	11	10	9	8	7	6	5	4	3	2	1	Better / (Worse)	% Better / (Worse)				
	State Schedule: PY P-2	PY P-2	PY P-2	PY P-2	PY P-2	PY P-2	PY P-2	PY P-2	PY P-2	CY P-1	CY P-1	CY P-1	CY P-1					
District Schedule:	PY P-2	PY P-2	PY P-2	PY P-2	PY P-2	PY P-2	PY P-2	PY P-2	CY P-1	CY P-1	CY P-1	CY P-1						
	ACTUAL Jul-24	ACTUAL Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25						
Total 1000 - Certificated Salaries	50,468	306,151	313,256	317,956	317,956	317,956	317,956	317,956	317,956	317,956	317,956	79,288	-	3,292,811	68,026	2%		
Total 2000 - Classified Salaries	21,536	88,441	90,206	90,206	90,206	90,206	90,206	90,206	90,206	90,206	90,206	37,863	-	959,690	(48,313)	-5%		
Total 1000-2000 - Salaries	72,005	394,592	403,461	408,161	408,161	408,161	408,161	408,161	408,161	408,161	408,161	117,150	-	4,252,501	19,713	0%		
3000 - Employee Benefits																		
3111 STRS - State Teachers Retirement System	9,640	56,379	59,832	60,730	60,730	60,730	60,730	60,730	60,730	60,730	60,730	15,144	-	626,831	15,089	2%		
3311 OASDI - Social Security	1,269	5,342	5,593	5,593	5,593	5,593	5,593	5,593	5,593	5,593	5,593	2,347	-	59,292	(2,787)	-5%		
3331 MED - Medicare	1,023	5,639	5,850	5,918	5,918	5,918	5,918	5,918	5,918	5,918	5,918	1,699	-	61,558	389	1%		
3401 H&W - Health & Welfare	56,986	34,287	41,287	41,287	41,287	41,287	41,287	41,287	41,287	41,287	41,287	41,287	-	504,147	(70,381)	-16%		
3501 SUI - State Unemployment Insurance	35	194	202	204	204	204	204	204	204	204	204	59	-	2,123	13	1%		
3601 Workers' Compensation Insurance	12,312	4,104	5,257	5,257	5,257	5,257	5,257	5,257	5,257	5,257	5,257	-	-	58,470	1,060	2%		
3901 Other Retirement Benefits	115	378	1,353	1,353	1,353	1,353	1,353	1,353	1,353	1,353	1,353	568	-	13,238	432	3%		
Total 3000 - Employee Benefits	81,379	106,324	119,374	120,342	120,342	120,342	120,342	120,342	120,342	120,342	115,085	61,104	-	1,325,660	(56,185)	-4%		
Total 1000-3000 - Salaries & Benefits	153,384	500,916	522,835	528,503	528,503	528,503	528,503	528,503	528,503	528,503	523,247	178,255	-	5,578,160	(36,472)	-1%		
4000 - Supplies																		
4111 Core Curricula Materials	24,417	-	15,881	816	816	816	816	816	816	816	816	816	-	47,644	(0)	0%		
4211 Books & Other Reference Materials	1,388	385	4,849	881	881	881	881	881	881	881	881	881	-	14,548	(1,768)	-14%		
4311 Student Materials	84	9,801	5,009	5,009	5,009	5,009	5,009	5,009	5,009	5,009	5,009	5,009	-	59,973	-			
4351 Office Supplies	-	3,406	2,729	2,729	2,729	2,729	2,729	2,729	2,729	2,729	2,729	2,729	-	30,701	-			
4371 Custodial Supplies	560	1,822	1,283	1,283	1,283	1,283	1,283	1,283	1,283	1,283	1,283	1,283	-	15,215	-			
4391 Food (Non Nutrition Program)	-	1,058	1,881	1,881	1,881	1,881	1,881	1,881	1,881	1,881	1,881	1,881	-	19,866	-			
4392 Uniforms	782	-	7,487	1,682	1,682	1,682	1,682	1,682	1,682	1,682	1,682	1,682	-	23,411	(7,551)	-48%		
4393 PE & Sports Equipment	-	-	483	483	483	483	483	483	483	483	483	483	-	4,834	1,430	23%		
4395 Before & After School Program Supplies	-	-	126	126	126	126	126	126	126	126	126	126	-	1,259	292	19%		
4399 All Other Supplies	-	319	5,005	1,077	1,077	1,077	1,077	1,077	1,077	1,077	1,077	1,077	-	15,017	136	1%		
4390 Other Supplies	782	1,377	14,982	5,250	5,250	5,250	5,250	5,250	5,250	5,250	5,250	5,250	-	64,387	(5,693)	-10%		
4411 Non Capitalized Equipment	-	22,686	14,373	673	673	673	673	673	673	673	673	673	-	43,118	-			
4711 Nutrition Program Food & Supplies	-	-	14,211	12,632	14,211	12,632	15,790	15,001	14,211	11,053	11,843	15,790	-	137,374	(0)			
Total 4000 - Supplies	27,231	39,476	73,318	29,273	30,852	29,273	32,431	31,642	30,852	27,694	28,484	32,431	-	412,959	(7,461)	-2%		

ELEVATE SCHOOL
2024-25 Cash Flow Forecast

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Actuals as of 8/31/2024

	# of months remaining in FY													Accrual	FORECAST Jul-24 - Jun-25	Budget Variance	
	12	11	10	9	8	7	6	5	4	3	2	1	Better / (Worse)			% Better / (Worse)	
	State Schedule: PY P-2	PY P-2	PY P-2	PY P-2	PY P-2	PY P-2	PY P-2	PY P-2	PY P-2	CY P-1	CY P-1	CY P-1	CY P-1				
District Schedule:	PY P-2	PY P-2	PY P-2	PY P-2	PY P-2	PY P-2	PY P-2	PY P-2	CY P-1	CY P-1	CY P-1	CY P-1					
	ACTUAL Jul-24	ACTUAL Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Accrual				
5000 - Operating Services																	
5211 Travel & Conferences	-	1,325	943	943	943	943	943	943	943	943	943	943	-	10,753	-		
5311 Dues & Memberships	12,623	2,368	2,700	638	638	638	638	638	638	638	638	638	-	23,430	-		
5451 General Insurance	-	41,416	14	14	14	14	14	14	14	13	1	1	-	41,532	(2,000)	-5%	
5511 Utilities	-	-	1,646	1,646	1,646	1,646	1,646	1,646	1,646	1,646	1,646	1,646	-	16,462	-		
5521 Security Services	-	-	21	21	21	21	21	21	21	21	21	21	-	208	(208)	100%	
5531 Housekeeping Services	7,951	2,734	3,882	4,479	4,479	4,479	4,479	4,479	4,479	4,479	4,479	4,479	-	54,876	-		
5599 Other Facility Operations & Utilities	-	108	1,002	1,002	1,002	1,002	1,002	1,002	1,002	1,002	1,002	1,002	-	10,128	-		
5619 Other Facility Rentals	45,132	45,224	46,888	46,888	46,888	46,888	46,888	46,888	46,888	46,888	46,888	46,888	-	559,240	-		
5621 Equipment Lease	2,724	1,060	2,151	2,151	2,151	2,151	2,151	2,151	2,151	2,151	2,151	2,151	-	25,292	-		
5631 Vendor Repairs	-	400	439	439	439	439	439	439	439	439	439	439	-	4,794	-		
5812 Field Trips & Pupil Transportation	-	(493)	-	5,691	5,691	5,691	5,691	5,691	5,691	5,691	5,691	5,691	-	50,723	(5,000)	-11%	
5821 Legal	-	2,025	3,475	1,162	1,162	1,162	1,162	1,162	1,162	1,162	1,162	1,162	-	15,957	-		
5823 Audit	-	-	1,880	1,880	1,880	1,880	1,880	1,880	1,880	1,880	1,880	1,880	-	18,800	-		
5831 Advertisement & Recruitment	-	-	1,292	1,292	1,292	1,292	1,292	1,292	1,292	1,292	1,292	1,292	-	12,919	-		
5842 Special Education Services	900	-	18,923	18,923	18,923	18,923	18,923	18,923	18,923	18,923	18,923	18,923	-	190,126	-		
5843 Non Public School	-	-	1,557	1,557	1,557	1,557	1,557	1,557	1,557	1,557	1,557	1,557	-	15,574	-		
5844 After School Services	-	-	14,649	14,649	14,649	14,649	14,649	14,649	14,649	14,649	14,649	14,649	-	146,494	-		
5849 Other Student Instructional Services	1,518	4,000	8,048	2,996	2,996	2,996	2,996	2,996	2,996	2,996	2,996	2,996	-	40,532	-		
5852 PD Consultants & Tuition	-	-	5,215	5,215	5,215	5,215	5,215	5,215	5,215	5,215	5,215	5,215	-	52,149	(2,000)	-4%	
5854 Nursing & Medical (Non-IEP)	-	-	67	67	67	67	67	67	67	67	67	67	-	667	(134)	-25%	
5859 All Other Consultants & Services	17,470	4,538	36,858	18,096	18,096	18,096	18,096	18,096	18,096	18,096	18,096	18,096	-	221,725	-		
5861 Non Instructional Software	32,250	4,347	913	913	913	913	913	913	913	913	913	913	-	45,723	-		
5865 Fundraising Cost	-	-	225	225	225	225	225	225	225	225	225	225	-	2,250	-		
5871 District Oversight Fees	-	-	7,648	7,648	7,648	7,648	7,648	7,648	7,648	7,648	7,648	7,648	-	76,478	-		
5872 Special Education Fees (SELPA)	-	282	1,157	1,157	1,157	1,157	1,157	2,798	1,399	1,399	1,399	1,399	-	14,460	163	1%	
5899 All Other Expenses	36	36	779	779	779	779	779	779	779	779	779	779	-	7,863	-		
5911 Office Phone	264	2,726	1,367	1,367	1,367	1,367	1,367	1,367	1,367	1,367	1,367	1,367	-	16,660	-		
5913 Mobile Phone	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
5921 Internet	(292)	2,475	2,782	4,831	4,831	4,831	4,831	4,831	4,831	4,831	4,831	4,831	-	48,440	-		
5923 Website Hosting	-	-	7	7	7	7	7	7	7	7	7	7	-	73	2,116	97%	
5931 Postage & Shipping	15	101	121	121	121	121	121	121	121	121	121	121	-	1,327	61	4%	
5999 Other Communications	-	12	26	26	26	26	26	26	26	26	26	26	-	272	(6)	-2%	
Total 5000 - Operating Services	120,593	114,683	166,675	146,822	146,822	146,822	146,822	148,463	147,064	147,063	147,050	147,050	-	1,725,927	(7,008)	0%	
6000 - Capital Outlay																	
6901 Depreciation Expense	2,364	2,417	3,383	3,347	3,285	3,285	3,285	3,285	3,285	3,285	3,285	3,241	-	37,745	6,882	15%	
Total 6000 - Capital Outlay	2,364	2,417	3,383	3,347	3,285	3,285	3,285	3,285	3,285	3,285	3,285	3,241	-	37,745	6,882	15%	
7000 - Other Outgo																	
7438 Interest Expense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Total 7000 - Other Outgo	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
TOTAL EXPENSE	303,571	657,491	766,211	707,945	709,462	707,883	711,041	711,893	709,704	706,545	702,065	360,977	-	7,754,791	(44,060)	-1%	
NET INCOME	(237,250)	(322,650)	(323,636)	(199,070)	67,942	(120,203)	(95,743)	313,348	(120,557)	399,628	(129,022)	(5,254)	793,261	20,794	(2,963)	-12%	



Elevate School Financial Analysis August 31, 2024

Net Income

Elevate School's Fiscal Year 2024-25 net income is \$20,794. This is \$2,963 less than the current board-approved budget.

Balance Sheet

As of August 31, 2024, the school's operating cash balance was \$1,717,802, with an additional amount of \$1,132,958 reserved for Economic Uncertainty. At the end of the year, the school's reserve balance is projected to increase to \$1,163,219.

As of August 31, 2024, the Accounts Receivable balance was \$263,021.

As of August 31, 2024, the Accounts Payable balance, including payroll liabilities, totaled \$136,084. The balance consists of \$17,650 for current payables, \$86,766 for current payroll liabilities, and \$31,668 for accrued payroll vacation.

Income Statement

Revenue

Total revenue for Fiscal Year 2024-25 is \$7,775,585, which is \$41,097 greater than the board-approved budget.

- ELOP revenue is \$34,500 favorable compared to budgeted amount from the increase in the After School Program.

Expenses

Total expenses for the year are \$7,754,791. This is \$44,060 lower than the budgeted amount.

- Certificated Salaries are \$68,026 less than the budgeted amount due to a change in the Art Teacher position.
- Classified Salaries are \$48,313 greater than the budgeted amount from projected expense increases in Instructional Aide and Other Support staff.
- Employee Benefits are \$56,185 greater than the budgeted amount driven by an increase in Health & Welfare projected expenses.

**Elevate School
Check Register
From 08/01/2024 to 08/31/2024**

Check #	Vendor Name	Date	Description	Amount
1490M		8/20/2024	08/24 - PAYROLL	1,075.82
2408020-1019M	HEALTH NET OF CALIFORNIA, INC	8/2/2024	08/24 - HEALTH PREMIUM	16,898.03
2408140-1019M	CHARTERSAFE	8/14/2024	08/24 - WORKERS' COMPENSATION	4,104.00
2408160-1019M	AT&T	8/16/2024	07/07/24-09/06/24 - PHONE SERVICE	2,725.72
2408200-1019M	ASSURITY LIFE INSURANCE COMPANY	8/20/2024	08/24 - HEALTH PREMIUM	2,983.85
2408210-1019M	MUTUAL OF OMAHA INSURANCE COMPANY	8/21/2024	09/24 - HEALTH PREMIUM	824.19
2408211-1019M	CHOICE BUILDER ADMINISTRATORS	8/21/2024	09/24 - HEALTH PREMIUM	3,343.33
2408230-1019M	KAISER FOUNDATION HEALTH PLAN INC	8/23/2024	09/24 - HEALTH PREMIUM	15,678.85
2408280-1019M	BUSINESS CARD	8/6/2024	07/07/24-08/06/24 - CREDIT CARD PURCHASES	36,680.19
A018364	OPEN WORKS	8/5/2024	07/24 - DEEP CLEANING JANITORIAL SERVICES AT TS CAMPUS	5,175.00
A018365	JEREMIAH GIRARD	8/5/2024	06/20/24-07/07/24 - MAINTENANCE & CUSTODIAL SERVICES	406.00
A018527	ODP BUSINESS SOLUTIONS LLC	8/16/2024	CLASSROOM & OFFICE SUPPLIES, SANITERS, BATTERIES, ETC	1,956.07
A018528	DBA CITY VIEW CHURCH	8/16/2024	09/24 - OFFICE SPACE & MS CAMPUS RENTAL	21,000.00
A018529	DENISE FINNEY	8/16/2024	08/06/24 - EDUCATIONAL CONSULTATION	1,000.00
A018530	OPEN WORKS	8/16/2024	08/24 - JANITORIAL SERVICES AT TS CAMPUS	2,734.00
A018531	YOUNG, MINNEY & CORR, LLP	8/16/2024	07/24 - LEGAL SERVICES	2,025.00
A018605	MICHELLE SAN PEDRO	8/23/2024	TARGET - UTILITY TUBS	144.71
E016490	KENDALL HUNT PUBLISHING COMPANY	8/5/2024	MATHEMATICS WORKBOOKS E	4,133.29
E016491	CINTAS	8/5/2024	SIG SANTS, MICROFIBER TOWELS, SANITIZER, ETC FOR SM CAMPUS	336.06
E016680	CINTAS	8/16/2024	MICROFIBER TOWELS, SIG SANTS, SANITIZER FOR TS CAMPUS	227.36
E016681	SPECIALIZED THERAPY SERVICES, INC	8/16/2024	06/24 - APE & NURSING SERVICES	1,148.75
E016788	JAMF SOFTWARE, LLC	8/23/2024	07/24/24-07/23/25 - IPAD MANAGEMENT SOFTWARE	4,167.00
P057838	O'FARRELL CHARTER SCHOOLS	8/5/2024	06/12/24-07/12/24 EDUCATION PROGRAM	3,922.00
P057839	KCE CHAMPIONS LLC	8/5/2024	06/03/24-06/07/24 - AFTER SCHOOL TUITION	9,254.15
P057840	NEWSELA, INC	8/5/2024	FY24-25 - SOCIAL STUDIES & SCIENCE LICENSES	2,537.50
P057841	IDENTITY THEFT GUARD SOLUTIONS, INC	8/5/2024	06/24 - IDENTITY THEFT PROTECTION	488.05
P057842	CHRISTY WHITE ASSOCIATES	8/5/2024	FY23-24 - CHARTER SCHOOL AUDIT	4,380.75
P057843	CHARTER TECH SERVICES	8/5/2024	CLOUD CONTROLLER LICENSE FOR WIRELESS	999.00
P057844	APEX THERAPIES, INC	8/5/2024	06/24 - OCCUPATIONAL THERAPY SERVICES	1,552.00
P058368	AZTEC LEASING, INC	8/16/2024	07/27/24-08/26/24 - COPIER LEASE	765.94
P058369	APEX THERAPIES, INC	8/16/2024	08/24 - OCCUPATIONAL THERAPY SERVICES	900.00
P058370	AZTEC LEASING, INC	8/16/2024	07/10/24-08/09/24 - COPIER LEASE	261.84
P058371	DEPENDABLE PLUMBING HEATING & AIR CONDITIONING	8/16/2024	NSTALLED DRINKING FOUNTAIN	3,171.00
P058372	FAITH COMMUNITY CHURCH	8/16/2024	09/24 - RENT & INTERNET CREDIT BILLING (BAN) 9391081461	24,948.34
P058373	CALNET	8/16/2024	INVOICE 000022086257	2,766.70
P058374	CHARTER TECH SERVICES	8/16/2024	08/24 - MONTHLY TECH SERVICE	4,539.70
P058661	MADLINE PERRY	8/23/2024	TARGET - FLAG, BIRTHDAY PENCILS, READING WINDOWS	7.54
P058662	ANISHA BHOLA	8/23/2024	AMAZON - STUDENT MATERIALS	148.98
P058663	BRENDA BEYER	8/23/2024	ASCA - ANNUAL MEMBERSHIP	138.90
P058664	JAKEB KNIGHT	8/23/2024	AMAZON - STUDENT MATERIALS	140.12
P058665	CAMILLE KLEPACZ	8/23/2024	BOY/CLASSROOM SET UP PROGRAM	205.79
P058666	IDENTITY THEFT GUARD SOLUTIONS, INC	8/23/2024	07/24 - IDENTITY THEFT PROTECTION	463.56
P058667	SHARP ELECTRONICS CORPORATION	8/23/2024	06/26/24-07/26/24 - COPIER LEASE SM/TS CAMPUS	106.50
P058668	SHANNON CHATFIELD	8/23/2024	STAPLES - NOTEBOOKS, CRAYONS, PENCILS	70.49
P058689	JIM GILLINGHAM	8/23/2024	AMAZON - STUDENT MATERIALS	147.78
P058690	ANAIS CORTES	8/23/2024	ASCA - ANNUAL MEMBERSHIP	69.00
Total				190,752.85

Coversheet

Approve Revised Expanded Learning Opportunities Program (ELO-P) Plan

Section: II. Agenda Items
Item: C. Approve Revised Expanded Learning Opportunities Program (ELO-P)
Plan
Purpose: Vote
Submitted by:
Related Material: 2024.10.14 Elevate Expanded Learning Opportunities Program Plan.pdf

EXPANDED LEARNING OPPORTUNITIES PROGRAM PLAN GUIDE



ELEVATE
S C H O O L

Original Approval Date: May 26, 2022

Revision Date: October 14, 2024

Expanded Learning Opportunities Program Plan Guide

Name of Local Educational Agency and Expanded Learning Opportunities Program Site(s)

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

Instructions: Please list the school sites that your LEA selected to operate the Expanded Learning Opportunities Program (ELO-P). Add additional rows as needed.

1. Elevate School, K-3 Campus, 2285 Murray Ridge Rd, 92123
2. Elevate School, 4-5 Campus, 5606 Antigua Blvd, 92124
3. Elevate School, 6-8 Campus, 8404 Phyllis Place, 92123
4. _____
5. _____
6. _____
7. _____
8. _____

Purpose

This template will aid LEAs in the development of a program plan as required by *EC* Section 46120(b)(2). In this program plan, LEAs will describe program activities that support the whole child, and students' Social and Emotional Learning (SEL) and development.

Definitions

"Expanded learning" means before school, after school, summer, or intersession learning programs that focus on developing the academic, social, emotional, and physical needs and interests of pupils through hands-on, engaging learning

Expanded Learning Opportunities Program Plan Guide

experiences. It is the intent of the Legislature that expanded learning programs are pupil-centered, results driven, include community partners, and complement, but do not replicate, learning activities in the regular school day and school year. (*EC* Section 8482.1[a])

“Expanded learning opportunities” has the same meaning as “expanded learning” as defined in *EC* Section 8482.1. “Expanded learning opportunities” does not mean an extension of instructional time, but rather, opportunities to engage pupils in enrichment, play, nutrition, and other developmentally appropriate activities. (*EC* Section 46120[e][1])

Instructions

This Program Plan needs to be approved by the LEA’s Governing Board in a public meeting and posted on the LEA’s website.

The program plan template guide is considered a living document that is periodically reviewed and adjusted to reflect the needs of the community, updates in the law, and to provide continuous improvement in the development of an effective ELO-P.

The LEA is responsible for creating, reviewing, and updating the program plan every three years in accordance with *EC* Section 8482.3(g)(1). LEAs are encouraged to work collaboratively with partners and staff to develop and review the program plan. The LEA is responsible for the plan and the oversight of any community partners or subcontractors. The LEA should include any partners in the development and review of the plan. It is recommended that the plan be reviewed annually.

The Expanded Learning Division adopted the *Quality Standards for Expanded Learning in California* (Quality Standards) and introduced requirements for Continuous Quality Improvement (CQI) to help programs engage in reflection and be intentional about program management practices and activities delivered to students. To create the program plan, provide a narrative description in response to the prompts listed under each Quality Standard below. The LEA may customize and include additional prompts, such as describing SEL activities, or refining the plan. In addition to the narrative response, it may be useful to include tables, charts, or other visual representations that contribute to the understanding of the ELO-P. LEAs are encouraged to download and reference the Quality Standards in order to provide ongoing improvements to the program. The Quality Standards can be found on the California Department of Education’s (CDE) Quality Standards and CQI web page, located at <https://www.cde.ca.gov/ls/ex/qualstandcqi.asp>.

Expanded Learning Opportunities Program Plan Guide

1—Safe and Supportive Environment

Describe how the program will provide opportunities for students to experience a safe and supportive environment. Include if the program will be offered on the schoolsite or off campus. If not on site, describe where in the community it will be and how students will be supported to get there.

Elevate’s ELO-P is comprised of daily programming with our after-school program partner, Champions, along with additional clubs, sports and activities facilitated by Elevate staff and additional community partners/vendors. In addition, programming is provided during at least 30 intersession days (ie. non-instructional days) scheduled throughout the year during vacation and summer breaks.

Elevate partners with Champions to provide an after-school experience that is created with the academic, social and emotional development of children in mind in order to enhance K-8 student’s ability to be successful in school and beyond. Social-emotional learning (SEL) activities are embedded in several programming elements, spurring students’ development of social and emotional skills as well as building resiliency. We believe in student voice and choice, so that students are engaged in what is most interesting to them.

The ELO-P is an extension of the regular school day and all health and safety procedures and behavior expectations remain consistent. Site administrators and ELO-P Coordinators communicate and collaborate regularly with ELO-P staff from both Champions and Elevate to ensure the program complements the efforts and quality of the regular school day program.

2—Active and Engaged Learning

Describe how the program will provide opportunities for students to experience active and engaged learning that either supports or supplements, but does not duplicate, the instructional day.

Elevate’s ELO-P supports the instructional day by including academic elements like homework club and additional support/tutoring for students, particularly in the areas of English Language Arts and math. Intersession days include academic components where students review and apply grade-level standards through hands-on activities.

Seasonal, theme-related activities during Champions keep learning fresh and fun and allow Champions to couple after-school learning with life taking place outside the school day. In the main portion of the Champions program, the environment is set up with four interest areas: STEM, Puzzles and Games, Library, and Creative Arts.

Additional clubs and activities facilitated by Elevate staff offer additional opportunities for students to learn and engage in areas not offered during the regular day - like chess, cooking, fashion design and more. Further, additional sessions are offered at different times throughout the year for the benefit of students who need additional support to make progress on mastering foundational and grade-level concepts.

Expanded Learning Opportunities Program Plan Guide

3—Skill Building

Describe how the program will provide opportunities for students to experience skill building.

Students will engage in opportunities for skill building on a daily basis in ELO-P. Champions' inquiry-based, exploratory, learning approach sets up students to drive their own learning, while our Champions' staff act as coaches, guides, and facilitators who help learners form their own questions and develop a sense of ownership about their project. In the course of completing projects, literacy and numeracy skill-building opportunities are abundant.

Additional academic and enrichment club offerings facilitated by Elevate staff and community partners will provide skill development through focused practice in areas of academic need (reading, writing, math) along with hands-on, experiential learning in enrichment activities. In addition to chess, cooking, science and more, numerous sports clubs (dance, soccer, etc) and teams provide opportunity for students to exercise and develop skills in athletics.

4 - Youth Voice and Leadership

Describe how the program will provide opportunities for students to engage in youth voice and leadership.

A central component of the Leader in Me program, which is integral at Elevate, is student voice and choice. Program activities will be based on student input and interests, and students will regularly have opportunity to practice their leadership in meaningful ways.

In addition, the Champions program is centered on student choice and is structured around thematic units. Students choose from interest areas to participate in and explore activities they choose. In addition to interest areas, students are given opportunities to form clubs during Champions.

Expanded Learning Opportunities Program Plan Guide

5—Healthy Choices and Behaviors

Describe how the program will provide opportunities for students to engage in healthy choices and behaviors. Describe how students will be served nutritious meals and/or snacks during the ELO-P hours of programming.

Healthy snacks will be provided in all programs. When meals are provided, they will adhere to all applicable state and federal nutrition guidelines.

Students will have the opportunity to engage in healthy choice-making and behaviors through a variety of activities ranging from structured and unstructured physical activity, building relationships with peers under the supervision of quality staff, social-emotional learning, and activities related to healthy eating. Multiple opportunities will be provided for exercise, including sports clubs for younger students and teams and clinics for older students.

6—Diversity, Access, and Equity

Describe how the program is designed to address cultural and linguistic diversity and provide opportunities for all students to experience diversity, access, and equity. Describe how the ELO-P will provide access and opportunity for students with disabilities.

As an extension of the regular school day and Elevate’s core values, the ELO-P fosters a welcoming and inclusive environment for all students in all aspects of after-school programming. The ELO-P was established to provide access to unduplicated students and this is prioritized in the program registration process, while also providing opportunities to students who do not qualify as unduplicated. Students with disabilities have access to ELO-P and will be supported appropriately by staff to ensure participation and engagement.

Expanded Learning Opportunities Program Plan Guide

7—Quality Staff

Describe how the program will provide opportunities for students to engage with quality staff.

Students will engage with quality staff throughout their ELO-P experience. Due to the high caliber of Elevate staff and their already established relationships with students, current Elevate staff will be given priority when looking to staff academic and enrichment clubs. Staff expectations in ELO-P are aligned with the Elevate Staff Handbook in order to maintain high expectations for staff and students during after-school and intercession programs.

Champions' staff, too, go through a rigorous hiring process to ensure their dedication and passion — and their ability to meet the developmental and emotional needs of children. Champions confirms all professional references and conducts national criminal background screenings. Each staff member meets or exceeds the qualification requirements set by state law. Staff also complete a full orientation and attend a comprehensive training program consisting of 15 orientation/training hours and an additional 25 hours of professional development throughout the year.

8—Clear Vision, Mission, and Purpose

Describe the program's clear vision, mission, and purpose.

The vision and mission of the ELO-P align with those of Elevate school, which are:

Vision: We envision a kind, collaborative, and just world guided by empathetic and innovative leaders.

Mission: Elevate School cultivates leaders and positive changemakers by inspiring students to be excellent in academics, exceptional in leadership, expansive in creativity, and engaged in community.

The purpose of Elevate's ELO-P is to provide high-quality academic support and meaningful enrichment opportunities based on student interest that create opportunity for students to learn and develop their social-emotional well-being in a supportive and fun environment.

Expanded Learning Opportunities Program Plan Guide

9—Collaborative Partnerships

Describe the program’s collaborative partnerships. Local educational agencies are encouraged to collaborate with non-LEA entities to administer and implement ELO-P programs.

Champions has been Elevate’s primary after-school partner in recent years, which will continue. Going forward, ELO-P Coordinators will seek out and engage new community partners to provide additional programming options for students in the months and years ahead. Current and future partners include Sticky Fingers Cooking Club, Mad Science, Revolve Dance and more.

10—Continuous Quality Improvement

Describe the program’s Continuous Quality Improvement plan.

Elevate endeavors to have our core value of Excellence woven into every aspect of our school, including ELO-P. To this end, student, family and staff input is sought throughout the year via interest and feedback surveys to ensure high-quality student experience and engagement. This input fosters continuous improvement of club offerings as program elements are and ensures alignment with student/family interest.

Expanded Learning Opportunities Program Plan Guide

11—Program Management

Describe the plan for program management.

Elevate’s ELO-P is overseen by two (2) ELO-P Coordinators, who work in collaboration with campus Deans and the Executive Director.

Two primary responsibilities of the ELO-P Coordinator role are:

- (1) Establishing and coordinating all operational aspects of ELO-P clubs and activities. This includes communication, registration, staffing, program feedback/review and engagement/communication with community partners/vendors.
- (2) Serving as liaison with on-site Champions site directors to ensure effective sharing of after-school space and communication when students participate in multiple ELO-P elements (ie. 2nd grade student who attends Revolved dance club on Tuesday and then joins Champions program for remainder of afternoon).

Additional program elements are supported by members of Elevate’s office and leadership team, as needed.

General Questions

Existing After School Education and Safety (ASES) and 21st Community Learning Centers (21st CCLC) Elementary and Middle School grantees.

ASES, 21st CCLC Elementary/Middle School, and the ELO-P should be considered a single, comprehensive program. In coordinating all these funding streams to move towards a single program, the expectation is that the most stringent requirements will be adopted for program guidance. If one or both grants are held, please describe how the ELO-P funding will be used to create one comprehensive and universal Expanded Learning Program.

Not applicable. Elevate is not currently a recipient of either the ASES or 21st Community School Center grant.

Expanded Learning Opportunities Program Plan Guide

Transitional Kindergarten and Kindergarten

Programs serving transitional kindergarten or kindergarten pupils shall maintain a pupil-to-staff member ratio of no more than 10 to 1. (*EC Section 46120[b][2][D]*). Please address the proposed schedule and plan for recruiting and preparing staff to work in the program, including supporting them to understand how to work with younger children. How will the lower pupil-to-staff ratio be maintained? How will the curriculum and program be developmentally-informed to address this younger age group?

Elevate School does not currently offer Transitional Kindergarten due to space limitations and, therefore, does not have any TK students enrolled in the ELO-P. Whenever Kindergarten students are enrolled in any element of the ELO-P, pupil-to-staff ratio is always maintained at or below the 10 to 1 ratio.

Sample Program Schedule

Please submit a sample program schedule that describes how the ELO-P or other fund sources, including the California State Preschool Program for children enrolled in transitional kindergarten or kindergarten, will be combined with the instructional day to create a minimum of nine hours per day of programming (instructional day plus ELO-P or other supports). Also, submit a sample schedule for a minimum nine-hour summer or intersession day.

School Year Program, K-3 Campus

- 8:10-2:40 Regular School Day
- 2:40-3:40 Various Clubs (Soccer, Dance, Chess, etc - depending on day)
- 2:40-6:00 Champions Program (daily)

Intersession Day - Sample Schedule

- 8:00-8:30 Arrival/morning play
- 8:35-9:15 Grade-level academics
- 9:20-10:00 Rotation 1: Science
- 10:05-10:25 Snack
- 10:30-11:10 Rotation 2: Movement
- 11:15-11:55 Rotation 3: SEL
- 12:00-12:30 Lunch
- 12:30-5:00 Champions afternoon

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Below are additional legal requirements for the ELO-P. Please ensure your Program Plan meets all of these legal requirements:

EC Section 46120(b)(2):

[LEAs] operating expanded learning opportunities programs may operate a before school component of a program, an after school component of a program, or both the before and after school components of a program, on one or multiple school sites, and shall comply with subdivisions (c), (d), and (g) of Section 8482.3, including the development of a program plan based on the following;

(2) [LEAs] operating expanded learning opportunity programs pursuant to this section may operate a before school component of a program, an after school component of a program, or both the before and after school components of a program, on one or multiple schoolsites, and shall comply with subdivisions (c), (d), and (g) of Section 8482.3, including the development of a program plan based on all of the following:

(A) The department's guidance.

(B) Section 8482.6.

(C) Paragraphs (1) to (9), inclusive, and paragraph (12) of subdivision (c) of Section 8483.3.

(D) Section 8483.4, except that programs serving transitional kindergarten or kindergarten pupils shall maintain a pupil-to-staff member ratio of no more than 10 to 1.

EC Section 46120(b)(1)(A):

On schooldays, as described in Section 46100 and Sections 46110 to 46119, inclusive, and days on which school is taught for the purpose of meeting the 175-instructional-day offering as described in Section 11960 of Title 5 of the California Code of Regulations, in-person before or after school expanded learning opportunities that, when added to daily instructional minutes, are no less than nine hours of combined instructional time and expanded learning opportunities per instructional day.

EC Section 46120(b)(1)(B):

For at least 30 nonschooldays, during intersessional periods, no less than nine hours of in-person expanded learning opportunities per day.

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EC Section 46120(b)(3):

[LEAs] shall prioritize services provided pursuant to this section at schoolsites in the lowest income communities, as determined by prior year percentages of pupils eligible for free and reduced-price meals, while maximizing the number of schools and neighborhoods with expanded learning opportunities programs across their attendance area.

EC Section 46120(b)(4):

[LEAs] may serve all pupils, including elementary, middle, and secondary school pupils, in expanded learning opportunity programs provided pursuant to this section.

EC Section 46120(b)(6):

[LEAs] are encouraged to collaborate with community-based organizations and childcare providers, especially those participating in state or federally subsidized childcare programs, to maximize the number of expanded learning opportunities programs offered across their attendance areas.

EC Section 46120(c):

A [LEA] shall be subject to the audit conducted pursuant to Section 41020 to determine compliance with subdivision (b).

EC Section 8482.3(d):

[LEAs] shall agree that snacks made available through a program shall conform to the nutrition standards in Article 2.5 (commencing with Section 49430) of Chapter 9 of Part 27 of Division 4 of Title 2.

[LEAs] shall agree that meals made available through a program shall conform to the nutrition standards of the United States Department of Agriculture's at-risk afterschool meal component of the Child and Adult Care Food Program (42 United States Code [U.S.C.] Section 1766).

EC Section 8482.6:

Every pupil attending a school operating a program . . . is eligible to participate in the program, subject to program capacity. A program established . . . may charge family fees. Programs that charge family fees shall waive the cost of these fees for pupils who are eligible for free or reduced-price meals, for a child that is a homeless youth, as defined by the federal McKinney-Vento Homeless Assistance Act (42 U.S.C. Section 11434a), or for a child who the program knows is in foster care. A program

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that charges family fees shall schedule fees on a sliding scale that considers family income and ability to pay.

EC sections 8483.4 and 46120(b)(2)(D):

The administrator of every program established pursuant to this article shall establish minimum qualifications for each staff position that, at a minimum, ensure that all staff members who directly supervise pupils meet the minimum qualifications for an instructional aide, pursuant to the policies of the school district. Selection of the program site supervisors shall be subject to the approval of the school site principal. The administrator shall also ensure that the program maintains a pupil-to-staff member ratio of no more than 20 to 1. All program staff and volunteers shall be subject to the health screening and fingerprint clearance requirements in current law and district policy for school personnel and volunteers in the school district, except that programs serving transitional kindergarten or kindergarten pupils shall maintain a pupil-to-staff member ratio of no more than 10 to 1.

EC Section 8482.3(c)(1)(A–B):

Each component of a program established pursuant to this article shall consist of the following two elements:

(A) An educational and literacy element in which tutoring or homework assistance is provided in one or more of the following areas: language arts, mathematics, history and social science, computer training, or science.

(B) An educational enrichment element that may include, but need not be limited to, fine arts, career technical education, recreation, physical fitness, and prevention activities.