



## **Mission Vista Academy**

1440 Beaumont Avenue, Suite A2 #412, CA 92223

Ph (626) 317-0112 | Fax (626) 932-8094

**Regular Scheduled Board Meeting  
Mission Vista Academy  
January 22, 2020 – 5:30 pm  
350 W. Brookside  
Beaumont, CA 92223  
AGENDA**

1. Call to Order
2. Approval of the Agenda
3. Public Comments
4. Brown Act Training
5. Closed Session – Potential Litigation
6. Principal's Report
  - a. LCAP Update
  - b. January PD Meeting
  - c. Directors and Officers Insurance Deductible
  - d. Form 700s
  - e. SB 126
7. Discussion and Potential Action on the November Board Meeting Minutes
8. Discussion and Potential Action on November – December Financials
9. Review of Credit Card Purchases by the Principal
10. Discussion and Potential Action on the Conflict of Interest Code
11. Discussion and Potential Action on the Anti-Harassment / Discrimination / Intimidation / Bullying / Retaliation Policy
12. Discussion and Potential Action on the Residency Policy
13. Discussion and Potential Action on the Kindergarten and Transitional Kindergarten Policy
14. Discussion and Potential Action on the Foster Youth Policy



## **Mission Vista Academy**

1440 Beaumont Avenue, Suite A2 #412, CA 92223

Ph (626) 317-0112 | Fax (626) 932-8094

15. Discussion and Potential Action on the Transgender and Gender Nonconforming Students Policy
16. Discussion and Potential Action on the Induction Policy
17. Discussion and Potential Action on the School Closure Policy
18. Discussion and Potential Action on the Educational Materials and Restitution Policy
19. Discussion and Potential Action on the Healthy Youth Act Curriculum
20. Discussion and Potential Action on the Master Agreement
21. Discussion and Potential Action on the Board Meeting Calendar
22. Announcement of Next Regular Scheduled Board Meeting
23. Adjournment

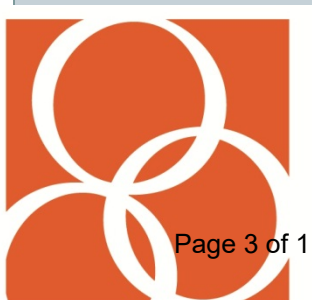
Public comment rules: Members of the public may address the Board on agenda or non-agenda items. Please fill out a yellow card available at the entrance. Speakers may be called in the order that requests are received, or grouped by subject area. We ask that comments are limited to 2 minutes each, with no more than 15 minutes per single topic so that as many people as possible may be heard. By law, the Board is allowed to take action only on items on the agenda. The Board may, at its discretion, refer a matter to district staff or calendar the issue for future discussion.

Note: Mission Vista Academy Governing Board encourages those with disabilities to participate fully in the public meeting process. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting, please contact the Governing Board Office at 818-207-3837 at least 48 hours before the scheduled board meeting so that we may make every reasonable effort to accommodate you. (Government Code § 54954.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. § 12132)).

# Brown Act Training

1

**PRESENTED BY: JENNIFER MCQUARRIE**  
**THE LAW OFFICES OF JENNIFER MCQUARRIE**  
**[MCQUARRIELAW@GMAIL.COM](mailto:MCQUARRIELAW@GMAIL.COM)**  
**805-252-1080**



# What is the Brown Act?

2

- Ralph M. Brown Act (CA Gov. Code sections 54950, et seq.)
- Open meeting requirement for local legislative bodies
- Includes, among other things:
  - Notice
  - Agenda
  - Public comment
  - Many other rules



# Competing Policy Interests

3

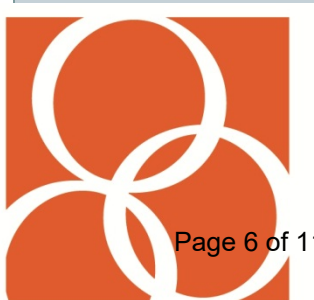
- **Brown Act**
  - Encourage public participation in local government decisions
  - Deter secret legislation by public bodies
- **Charter School**
  - Confidential information re students/employees
  - Candor in decision-making and debate
  - Efficient decision-making



# Brown Act Triggers

4

- Who: Local agencies and legislative bodies
  - Charter School Board of Directors
- What: “Meetings”



# Who Must Comply

5

- Legislative body means:
  - Committee, commission, etc., of the charter school governing board
    - ✓ Permanent or temporary
    - ✓ Decision-making or advisory
    - ✓ Created by formal action of a legislative body
  - Standing committees of charter school governing board:
    - ✓ Continuing subject matter jurisdiction or
    - ✓ Meeting schedule fixed by formal action
  - Not included:
    - ✓ Advisory committees whose entire membership are board members (but cannot be a standing committee)
    - ✓ Less than quorum of board

# What is a Meeting?

6

- Broadly defined
  - Congregation of board majority at the same time and place to hear, discuss or deliberate upon any item within its subject matter jurisdiction
  - Includes collective acquisition and exchange of facts before making a decision
  - Includes informal and inadvertent meetings





# Who Must Comply

7

- In addition to charter school's board of directors and legislative bodies, the entity that manages the charter school



# What is a Meeting?

8

- Serial meetings prohibited
  - Board majority uses
    - ✓ direct communication
    - ✓ personal intermediaries
    - ✓ technology and social media
  - To discuss, deliberate or take action or develop collective concurrence for an item to be decided by the board
  - Prohibition does not prevent employee/official from engaging in separate conversations or communications with board members to answer questions/provide information
    - ✓ So long as does not communicate to members the comments or position of other board members



# What is a Meeting?

9

- **Exceptions:**
  - Individual conversations between a board member and another individual
  - Attendance of a majority members at:
    - ✓ Open conferences (or similar meetings)
    - ✓ Open meetings of other organizations
    - ✓ Open meetings of other legislative bodies
    - ✓ Purely social or ceremonial gatherings



# What is a Meeting?

10

- Exceptions continued:
  - Provided they don't discuss amongst selves school business, other than as part of a program



# Compliance - Notice

11

- Three types of meetings:
  - Regular meetings
    - ✓ Usually designated by resolution or bylaws
    - ✓ 72-hours notice
  - Special meetings
    - ✓ Called at any time (presiding officer or board majority)
    - ✓ 24-hours notice
  - Emergency meetings
    - ✓ Very rare
    - ✓ 1-hour notice to media outlets that previously requested notice



# Compliance - Agenda

12

- Regular and Special Meetings: Content
  - Time/location, including any teleconference locations
  - Brief general description of each item of business to be transacted or discussed
    - ✓ Including closed session matters (further discussion later in slides)
    - ✓ Need not exceed 20 words



# Compliance - Agenda

13

- Cannot discuss items not appearing on the agenda, exceptions:
  - Member, on own initiative or in response to a question, may ask for clarification, may make a brief announcement or report on his/her own activities
  - Make a reference to staff or other resources for factual information, request a report back at a subsequent meeting or direct staff to place an item on the agenda
  - 2/3rds vote of members or unanimous vote if less than 2/3rds present that there is a need to take immediate action
    - ✦ Came to the attention of the of the school subsequent to the agenda being posted
  - Majority vote that an emergency exists
  - Continued meeting within 5 days



# Minutes

14

- No specific mention of minutes, but must record how each board member voted, including any recusals
- Corporations code requires minutes for nonprofits





# Compliance – Limits at Special Meetings

15

- Salaries, salary schedules, compensation in the form of fringe benefits of high level employees may not be discussed in special meetings
  - Does not preclude discussion of the budget in a special meeting
  - At regular meetings, must orally announce summary of salary recommendations for high level employees



# Compliance - Posting

16

- Post in a location that is freely accessible to the public 24-hours a day and compliant with ADA
  - Cannot be behind locked gates
- Website, if the school has one
  - Post to homepage through prominent direct link in a certain format
  - Integrated agenda management platform ok
- If teleconference participation, at each teleconference location



# Meeting Locations

17

- Nonclassroom based programs without a facility or that operate one or more resource centers
  - County where the greatest number of students enrolled reside
- Entity managing 2+ charter schools not in the same county
  - County in which the greatest number of pupils enrolled reside
  - 2 way teleconference location established at each site and resource center
  - Audio record, video record or both and post on the website

# Compliance - Teleconferencing

18

- Votes taken by roll call
- Agendas posted at each teleconferenced location
- Each location must meet the ADA
- Quorum must be located within geographical boundaries of school
- Public may participate from each location



# Compliance – Public Participation

19

- Regular meetings:
  - Options
    - ✓ One public comment period for items not on the agenda; public comment before each item
    - ✓ One public comment period for all public comment at one time in the beginning of the meeting, including agenda items and non-agenda items
- Special meetings
  - Testimony only for items described in the agenda
  - Before or during consideration of the item
  - Including before closed session



# Compliance – Rights of the Public

20

- Participate at each teleconferenced location
- Reasonable accommodations per ADA
  - For the agenda as well as at the meeting
  - Agenda must identify how to request accommodations
- Cannot be required to sign in (unless speaking)
- May record or broadcast meetings
- May have access to board materials (with limited exceptions)
- May not be censored
- If no simultaneous translation provided, provide at least twice the allotted time for persons utilizing a translator



# Compliance – Closed Session

21

- Closed Sessions Generally
  - Sessions must be expressly authorized by statute
  - Narrowly construed
  - Strong bias in favor of open meetings
    - ✓ Sensitive, embarrassing or controversial content does not justify application unless expressly allowed
  - Semi-closed meetings not allowed
- Confidentiality of Closed Sessions
  - Person attending may not disclose to a non-attendee



# Compliance – Closed Session

22

- Agenda detail
  - Government Code section 54954.5 provides agenda descriptions for all permissible closed session meetings, except for student discipline
  - Before convening into closed session, announce what will be discussed – only read the agenda description
  - After returning from closed session, may be required to report out action taken





# Compliance – Permissible Closed Session

23

- Personnel
- Litigation
- Real property negotiations
- Labor negotiations
- Public security
- Student discipline
- Others likely not applicable





## **LCAP Update**

We are planning various meetings with stakeholders to review and solicit input regarding the school's LCAP. At a future board meeting (most likely the April Board Meeting) we will be asking for you to review the input we have received thus far and gain your insight as well. Then in May we will present the draft LCAP to you for final approval at the June Board Meeting.

## Underwritten by Scottsdale Insurance Company

A Stock Insurance Company, herein called the **Insurer**  
 Home Office:  
 One Nationwide Plaza • Columbus, Ohio 43215  
 Administrative Office:  
 8877 North Gainey Center Drive • Scottsdale, Arizona 85258  
 1-800-423-7675

Business and  
 Management  
 Indemnity  
 Master Policy  
 Non-Profit  
 Organizations  
 Certificate of  
 Insurance

**TERMS THAT APPEAR IN BOLD FACE TYPE HAVE SPECIAL MEANING. PLEASE REFER TO THE APPROPRIATE DEFINITIONS SECTIONS OF THE MASTER POLICY APPLICABLE TO THIS CERTIFICATE OF INSURANCE.**

### Certificate of Insurance

**Certificate of Insurance for Policy** Number: EKS3297732

**Certificate** Number: 3297732-259

Item **Parent Organization:** Mission Vista Academy

1. Principal Address: 1740 E. Huntington Drive, Suite 205  
Duarte, CA 91010

Item **Certificate Inception Date:** 11/15/2019

2. 12:01 a.m. local time at the Principal Address shown in Item 1.

Item Coverage Section(s):

3.

Employment Practices

1. Limit of Liability

a. \$1,000,000 maximum aggregate for this Coverage Section

b. \$100,000 maximum aggregate for this Coverage Section for all **Costs, Charges and Expenses** as a result of all **Immigration Claims**

c. \$250,000 maximum aggregate for this Coverage Section for all **Costs, Charges and Expenses** as a result of all **Wage and Hour Claims**

2. Retentions:

a. \$100,000 each **Employment Practices Claim**

b. \$100,000 each **Third Party Claim**

c. \$100,000 each **Immigration Claim**

d. \$100,000 each **Wage and Hour Claim**

3. **Continuity Date:** 7/21/2014

4. **Third Party** Coverage: X Yes      No

Insured Person and Organization

1. Limit of Liability

a. \$1,000,000 maximum aggregate for this Coverage Section

b. N/A maximum aggregate for all **Costs, Charges and Expenses** as a result of all **IEP Claims**

c. \$10,000 Crisis Management Fund

2. Retentions:

a. \$0 each **Claim** as respects **Insured Persons**

b. \$100,000 each **Claim** as respects the **Organization**

c. N/A each **IEP Claim**

3. **Continuity Date:** 7/21/2014

4. IEP Prior and Pending Date: N/A

5. Crisis Fund Filed Pending Date: 7/21/2014

## Fiduciary

## 1. Limit of Liability

- a. \$1,000,000 aggregate for all **Loss** for all **Claims**,
- b. \$100,000 aggregate for all **Voluntary Compliance Loss** and **Delinquent Filer Penalties**,
- c. \$100,000 aggregate for all **HIPAA Expenses**,
- d. \$50,000 aggregate for all **PPACA Violation Expenses**,
- e. \$100,000 aggregate for all **IRS Expenses**,
- f. \$100,000 aggregate for all **ERISA Expenses**,
- g. \$1,000,000 maximum aggregate for this Coverage Section.

2. Retention: \$0 each **Claim**3. **Continuity Date:** 7/21/20144. **Voluntary Compliance Loss** and **Delinquent Filer Penalties** Coverage Purchased: YES.

Item

4. Premium: \$6,783

Item

5. **Discovery Period**

- 1. One (1) year 100% of the premium
- 2. Two (2) years 125% of the premium
- 3. Three (3) years 150% of the premium

As provided in subsection H. of the General Terms and Conditions, only one of the above **Discovery Period** options may be elected and purchased.

Item Notices to **Insurer**:6. Notice of Claims to:

Scottsdale Indemnity Company  
 Attention: Claims Manager  
 7 World Trade Center, 33rd Floor  
 250 Greenwich Street  
 New York, NY 10007

Other Notices to:

Scottsdale Indemnity Company  
 Attention: Claims Manager  
 7 World Trade Center, 33rd Floor  
 250 Greenwich Street  
 New York, NY 10007

FSReportALoss@freedomsspecialtyins.com FSReportALoss@freedomsspecialtyins.com



## **Form 700 – Statements of Economic Interest**

Every elected official and public employee who makes or influences governmental decisions is required to submit a Statement of Economic Interest, also known as the Form 700. The Form 700 provides transparency and ensures accountability in two ways:

1. It provides necessary information to the public about an official's personal financial interests to ensure that officials are making decisions in the best interest of the public and not enhancing their personal finances.
2. It serves as a reminder to the public official of potential conflicts of interest the official can abstain from making or participating in governmental decisions that are deemed conflicts of interest.

All board members are required to complete this form on an annual basis and when assuming of leaving a position on the board. We will be filing these forms with the Riverside County Board of Supervisors.


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### SB-126 Charter schools. (2019-2020)

SHARE THIS:



Date Published: 03/05/2019 09:00 PM

## Senate Bill No. 126

### CHAPTER 3

An act to add Section 47604.1 to the Education Code, relating to charter schools.

[ Approved by Governor March 05, 2019. Filed with Secretary of State March 05, 2019. ]

### LEGISLATIVE COUNSEL'S DIGEST

SB 126, Leyva. Charter schools.

(1) The Ralph M. Brown Act requires that all meetings of the legislative body, as defined, of a local agency be open and public and all persons be permitted to attend unless a closed session is authorized. The Bagley-Keene Open Meeting Act requires, with specified exceptions, that all meetings of a state body be open and public and all persons be permitted to attend.

This bill would expressly state that charter schools and entities managing charter schools are subject to the Ralph M. Brown Act, unless the charter school is operated by an entity governed by the Bagley-Keene Open Meeting Act, in which case the charter school would be subject to the Bagley-Keene Open Meeting Act, except as specified.

This bill would require specified charter schools or entities managing charter schools to hold meetings in specified locations. The bill would prohibit a meeting of the governing body of a charter school to discuss items related to the operation of the charter school from including the discussion of any item regarding an activity of the governing body that is unrelated to the operation of the charter school.

(2) The California Public Records Act requires state and local agencies to make their records available for public inspection and to make copies available upon request and payment of a fee unless the records are exempt from disclosure.

This bill would expressly state that charter schools and entities managing charter schools are subject to the California Public Records Act, except as specified.

(3) Existing law prohibits certain public officials, including, but not limited to, state, county, or district officers or employees, from being financially interested in any contract made by them in their official capacity or by any body or board of which they are members, except as provided.

This bill would expressly state that charter schools and entities managing charter schools are subject to these provisions, except that the bill would provide that an employee of a charter school is not disqualified from serving as a member of the governing body of the charter school because of that employment status. The bill would require a member of the governing body of a charter school who is also an employee of the charter school to abstain from voting on, or influencing or attempting to influence another member of that body regarding, any matter uniquely affecting that member's own employment.

(4) The Political Reform Act of 1974 requires every state agency and local governmental agency to adopt a conflict-of-interest code, formulated at the most decentralized level possible, that requires designated employees of the agency to file statements of economic interest disclosing any investments, business positions, interests in real property, or sources of income that may foreseeably be affected materially by any governmental decision made or participated in by the designated employee by virtue of that employee's position.

This bill would expressly state that charter schools and entities managing charter schools are subject to the Political Reform Act of 1974, except as specified.

Vote: majority Appropriation: no Fiscal Committee: no Local Program: no

## THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

**SECTION 1.** Section 47604.1 is added to the Education Code, to read:

**47604.1.** (a) For purposes of this section, an "entity managing a charter school" means a nonprofit public benefit corporation that operates a charter school consistent with Section 47604. An entity that is not authorized to operate a charter school pursuant to Section 47604 is not an "entity managing a charter school" solely because it contracts with a charter school to provide to that charter school goods or task-related services that are performed at the direction of the governing body of the charter school and for which the governing body retains ultimate decisionmaking authority.

(b) A charter school and an entity managing a charter school shall be subject to all of the following:

(1) The Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5 of the Government Code), except that a charter school operated by an entity pursuant to Chapter 5 (commencing with Section 47620) shall be subject to the Bagley-Keene Open Meeting Act (Article 9 (commencing with Section 11120) of Chapter 1 of Part 1 of Division 3 of Title 2 of the Government Code) regardless of the authorizing entity.

(2) (A) The California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1 of the Government Code).

(B) (i) The chartering authority of a charter school shall be the custodian of records with regard to any request for information submitted to the charter school if either of the following apply:

(I) The charter school is located on a federally recognized California Indian reservation or rancheria.

(II) The charter school is operated by a nonprofit public benefit corporation that was formed on or before May 31, 2002, and is currently operated by a federally recognized California Indian tribe.

(ii) This subparagraph does not allow a chartering authority to delay or obstruct access to records otherwise required under the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1 of the Government Code).

(3) Article 4 (commencing with Section 1090) of Chapter 1 of Division 4 of Title 1 of the Government Code.

(4) (A) The Political Reform Act of 1974 (Title 9 (commencing with Section 81000) of the Government Code).

(B) For purposes of Section 87300 of the Government Code, a charter school and an entity managing a charter school shall be considered an agency and is the most decentralized level for purposes of adopting a conflict-of-interest code.

(c) (1) (A) The governing body of one charter school shall meet within the physical boundaries of the county in which the charter school is located.

(B) A two-way teleconference location shall be established at each schoolsite.

(2) (A) The governing body of one nonclassroom-based charter school that does not have a facility or operates one or more resource centers shall meet within the physical boundaries of the county in which the greatest number of pupils who are enrolled in that charter school reside.

(B) A two-way teleconference location shall be established at each resource center.

(3) (A) For a governing body of an entity managing one or more charter schools located within the same county, the governing body of the entity managing a charter school shall meet within the physical boundaries of the county in which that charter school or schools are located.

(B) A two-way teleconference location shall be established at each schoolsite and each resource center.

(4) (A) For a governing body of an entity that manages two or more charter schools that are not located in the same county, the governing body of the entity managing the charter schools shall meet within the physical boundaries of the county in which the greatest number of pupils enrolled in those charter schools managed by that entity reside.

(B) A two-way teleconference location shall be established at each schoolsite and each resource center.

(C) The governing body of the entity managing the charter schools shall audio record, video record, or both, all the governing board meetings and post the recordings on each charter school's internet website.

(5) This subdivision does not limit the authority of the governing body of a charter school and an entity managing a charter school to meet outside the boundaries described in this subdivision if authorized by Section 54954 of the Government Code, and the meeting place complies with Section 54961 of the Government Code.

(d) Notwithstanding Article 4 (commencing with Section 1090) of Chapter 1 of Division 4 of Title 1 of the Government Code, an employee of a charter school shall not be disqualified from serving as a member of the governing body of the charter school because of that employee's employment status. A member of the governing body of a charter school who is also an employee of the charter school shall abstain from voting on, or influencing or attempting to influence another member of the governing body regarding, all matters uniquely affecting that member's employment.

(e) To the extent a governing body of a charter school or an entity managing a charter school engages in activities that are unrelated to a charter school, Article 4 (commencing with Section 1090) of Chapter 1 of Division 4 of Title 1 of the Government Code, the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5 of the Government Code), the Bagley-Keene Open Meeting Act (Article 9 (commencing with Section 11120) of Chapter 1 of Part 1 of Division 3 of Title 2 of the Government Code), the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1 of the Government Code), and the Political Reform Act of 1974 (Title 9 (commencing with Section 81000) of the Government Code) shall not apply with regard to those unrelated activities unless otherwise required by law.

(f) A meeting of the governing body of a charter school to discuss items related to the operation of the charter school shall not include the discussion of any item regarding an activity of the governing body that is unrelated to the operation of the charter school.





**MISSION VISTA ACADEMY**

43517 Ridge Park Drive #100, Temecula, California 92590

Phone (951) 395-8940 \* Fax (951) 395-8941

Regular Scheduled Board Meeting - Mission Vista Academy  
November 20, 2019 – 5:00 pm  
43517 Ridge Park Drive #100, Temecula, CA 92590

Attendance: Eric Eckstrom, Jamie Huang, Lauren Clark

Absent: Henry Cairus, Joshua Cobb

Also Present: Amy Davis and Erika Vanderspek

**Call to Order:**

Eric Eckstrom called the meeting to order at 5:10 pm.

**Public Comments:**

None.

**Approval of the Agenda:**

Lauren Clark motioned to approve the agenda. Jamie Huang seconded.

-Unanimous.

**Closed Session – Potential Litigation:**

Eric Eckstrom motioned to enter closed session at 5:11 pm. Jamie Huang seconded.

-Unanimous.

Lauren Clark motioned to move out of closed session at 5:19 pm. Jamie Huang seconded.

-Unanimous.

No action was taken in closed session.

**Principals Report:**

The Board of Directors was presented with a report from the Principal on the following:

- Enrollment
- NHS and NJHS Membership
- SB 126
- Field Trip Policy

**Discussion on the Summary of Insurance Coverage:**

The Board was presented with information on the Summary of Insurance Coverage.

**Discussion and Potential Action on the Board Meeting Minutes:**

Lauren Clark motioned to approve the Board Meeting Minutes from October 23, 2019. Jamie Huang seconded.

-Unanimous.

**Discussion and Potential Action on the October Financials:**

Jamie Huang motioned to approve the October Financials. Eric Eckstrom seconded.  
-Unanimous.

**Discussion and Potential Action on the First Interim Report:**

Lauren Clark motioned to approve the First Interim Report. Jamie Huang seconded.  
-Unanimous.

**Discussion and Potential Action on the Conflict of Interest Code:**

Eric Eckstrom motioned to approve the Conflict of Interest Code. Lauren Clark seconded.  
-Unanimous.

**Discussion and Potential Action on the Resolution of the Board of Directors of Mission Vista Academy Joining the California Charter Schools Joint Powers Authority:**

Eric Eckstrom motioned to approve the Resolution of the Board of Directors of Mission Vista Academy Joining the California Charter Schools Joint Powers Authority. Lauren Clark seconded.  
-Unanimous.

**Discussion and Potential Action on the Healthy Youth Act Curriculum:**

The board was presented with information on the Healthy Youth Act Curriculum. No action taken.

**Discussion and Potential Action on the Non-Compliance Policy:**

Lauren Clark motioned to approve the Non-Compliance Policy. Jamie Huang seconded.  
-Unanimous.

**Discussion and Potential Action on the Investigation Process Regarding Residency:**

Eric Eckstrom motioned to approve the Investigation Process Regarding Residency. Lauren Clark seconded.  
-Unanimous.

**Discussion and Potential Action on the Withdrawal Policy and Disenrollment Letter:**

Lauren Clark motioned to approve the Withdrawal Policy and Disenrollment Letter. Eric Eckstrom seconded.  
-Unanimous.

**Discussion and Potential Action on the Vendor Agreements:**

Eric Eckstrom motioned to approve the Vendor Agreements. Lauren Clark seconded.  
-Unanimous.

**Discussion and Potential Action on the Promotion, Acceleration and Retention Policy:**

Lauren Clark motioned to approve the Promotion, Acceleration and Retention Policy. Jamie Huang seconded.  
-Unanimous.

**Discussion and Potential Action on the Board Meeting Calendar:**

The Board discussed a possible change in location and time for the regular scheduled board meetings per the request of the authorizing district.

No action was taken.

**Adjournment:**

Eric Eckstrom motioned to adjourn the meeting at 6:31 pm. Lauren Clark seconded.  
-Unanimous.

Prepared by:  
Bryanna Brossman

Noted by:

Henry Cairus  
Board Secretary

# **Mission Vista Academy**

Monthly Financial Presentation – December 2019

# MISSION VISTA ACADEMY - Highlights

- Year-to-date overall expenses are favorable.
- Expenses and PTR in compliance with SB740 requirements (40/80 rule):

Pupil:Teacher Ratio
19.34 :1

- Ending annual surplus through year-end is forecasted as a positive \$1.68MM.

Cert.	Class.
51.7%	85.2%
4,105,460	1,818,229

# MISSION VISTA ACADEMY - Revenue

- November forecasted total revenue was based on 3664 ADA.
- Current forecasted total revenue is based on 3616 ADA.
- Main YTD variance is due to timing of revenue. The first main LCFF check will come in January.

## Revenue

Year-to-Date			Annual/Full Year		
Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
State Aid-Rev Limit	\$ 2,268,992	\$ 15,933,815	\$ 32,231,940	\$ 39,646,834	\$ (7,414,893)
Federal Revenue	-	233,711	376,072	467,423	(91,351)
Other State Revenue	-	1,062,937	2,458,933	3,042,743	(583,809)
Other Local Revenue	-	-	-	-	-
<b>Total Revenue</b>	<b>\$ 2,268,992</b>	<b>\$ 17,230,463</b>	<b>\$ 35,066,946</b>	<b>\$ 43,156,999</b>	<b>\$ (8,090,053)</b>

# MISSION VISTA ACADEMY - Expenses

- Overall expenses are favorable year-to-date.
- Current year-to-date actual expenses lower than November due to staffing adjustments and MOU booking.
- Salary forecast based on payroll through 12/31.

	Year-to-Date			Annual/Full Year		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
<b>Expenses</b>						
Certificated Salaries	\$ 6,610,367	\$ 6,956,000	\$ 345,633	\$ 13,518,845	\$ 13,912,000	\$ 393,155
Classified Salaries	114,811	-	(114,811)	228,788	-	(228,788)
Benefits	1,778,741	2,182,165	403,424	3,916,250	4,405,686	489,436
Books and Supplies	1,647,975	2,443,117	795,142	4,192,838	6,137,096	1,944,259
Subagreement Services	4,203,854	4,903,235	699,381	7,047,987	12,370,096	5,322,108
Operations	9,777	120,658	110,881	97,810	330,252	232,442
Facilities	200	82,675	82,475	200	165,351	165,151
Professional Services	1,918,322	1,798,629	(119,693)	3,310,974	4,465,852	1,154,878
Interest	798,283	70,000	(728,283)	1,068,278	411,600	(656,678)
<b>Total Expenses</b>	<b>\$ 17,082,330</b>	<b>\$ 18,556,479</b>	<b>\$ 1,474,149</b>	<b>\$ 33,381,969</b>	<b>\$ 42,197,933</b>	<b>\$ 8,815,963</b>

# MISSION VISTA ACADEMY - Fund Balance

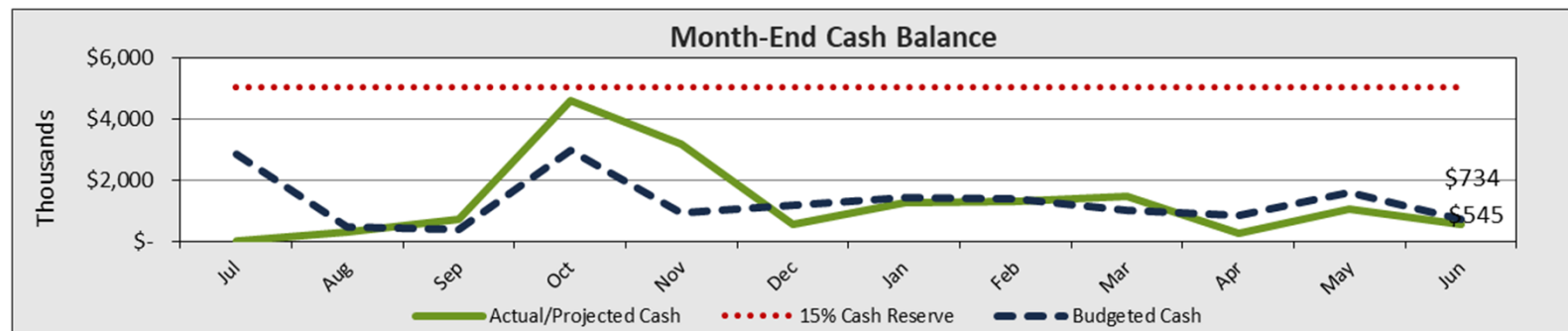
- YTD (Deficit) due to timing of revenue.
- Current annual surplus is higher than November due to CALPADS Fall 1 adjustments and MOU booking.

	Year-to-Date			Annual/Full Year		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
Total Surplus(Deficit)	\$ (14,813,338)	\$ (1,326,016)	\$ (13,487,323)	\$ 1,684,977	\$ 959,066	\$ 725,910
Beginning Fund Balance	-	-		-	-	
Ending Fund Balance	<u>\$ (14,813,338)</u>	<u>\$ (1,326,016)</u>		<u>\$ 1,684,977</u>	<u>\$ 959,066</u>	
As a % of Annual Expenses	-44.4%	-3.1%		5.0%	2.3%	



# MISSION VISTA ACADEMY - Cash Balance

- Cash Balance is positive due to the use of factoring and will remain positive throughout the school year.



# MISSION VISTA ACADEMY - Compliance Reporting

Area	Due Date	Description	Completed By	Board Must Approve	Signature Required
DATA TEAM	Jan-07	<b>CALPADS - Fall 2 Submission Window opens-</b> Fall 2 data is used for many purposes by the US department of education and California department of education. At the federal and state level, the data is also used in the production of many reports, some of which are used to determine eligibility for funding or grants. Fall 2 reporting includes three main data groups: student course enrollments, staff assignments, FTE percentage and English learner education services. Data is reported as of October 2, 2019. Schools have until late March to submit certified data.	Mission Vista	No	No
FINANCE	Jan-17	<b>Mid-Year Expenditure Report due to SELPA</b> - Interim financial reporting for actuals through December 31 are due to El Dorado Charter SELPA.	Charter Impact	No	No
DATA TEAM	Jan-24	<b>CALPADS - Fall 1 Amendment deadline</b> - Final opportunity to review and correct your certified CALPADS - Fall 1 student data. Students' program eligibility information associated with lunch, special education, homeless, English language learner, school enrollment and graduation statuses will be submitted to the CDE. This data will be used to in CDE's CA Dashboard calculations and determine access to funding such as student meal reimbursements and unduplicated count factors.	Mission Vista	No	No
DATA TEAM	Feb-01	<b>School Accountability Report Card</b> - All public schools in California are required to prepare an annual SARC (2018/19). SARCs are intended to provide the public with important information about each public school and to communicate a school's progress in achieving its goals. EC Section 35256 requires LEA governing boards to approve SARCs for publications.	Mission Vista	Yes	No
FINANCE	Feb-20	<b>Certification of the First Principal Apportionment</b> - The Principal Apportionment includes funding for the Local Control Funding Formula, the primary source of an LEA's general purpose funding; Special Education (AB 602); and funding for several other programs. The First Principal Apportionment (P-1), certified by February 20, is based on the first period data that LEAs report to CDE in November through January. P-1 supersedes the Advance Apportionment calculations and establishes each LEA's monthly state aid payment for February through May.	Charter Impact	No	Yes
FINANCE	Feb-22	<b>CSFA Charter School Revolving Loan Application</b> - The CA School Finance Authority's Charter School Revolving Loan Fund provides low-interest loans of up to \$250,000 to new charter schools in their first charter term to assist them with meeting the purposes of the school's approved charter. The program is available to any charter school that is not a conversion of an existing public school, and that has not yet completed the full term of its initial charter. Applications are due February 22, 2020.	Mission Vista with Charter Impact Support	Yes	Yes
FINANCE	Feb-26	<b>E-Rate FCC Form 470 Due date (FY2020)</b> - To requests bids for service, applicants certify an FCC Form 470 in the E-rate Productivity Center (EPC). This is a formal process to identify and request the products and services you need so that potential service providers can review your requests and submit bids. The FCC Form 470 must be certified in EPC at least 28 days before the close of the filing window. February 26, 2020 is the deadline to certify an FY2020 FCC Form 470 and still be able to certify an FCC Form 471 within the FY2020 filing window.	Mission Vista	No	No

# MISSION VISTA ACADEMY - Appendix

- Monthly Cash Flow / Forecast 19-20
- Budget vs. Actual
- Statement of Financial Position
- Statement of Cash Flows
- Check Register
- AP Aging

# Mission Vista Academy

## Monthly Cash Flow/Forecast FY19-20

Revised 1/18/20

ADA = 3616.08



### Revenues

#### State Aid - Revenue Limit

	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Year-End Accruals	Annual Forecast	Annual Budget	Favorable / (Unfav.)
8011 LCFF State Aid	-	-	-	-	-	-	13,535,685	-	2,212,438	2,212,438	2,212,438	2,212,438	2,836,904	25,222,342	31,192,009	(5,969,667)
8012 Education Protection Account	-	-	-	-	-	-	-	-	-	547,734	-	-	175,482	723,216	898,890	(175,674)
8096 In Lieu of Property Taxes	-	-	-	1,134,496	378,165	756,331	378,165	378,165	378,165	378,165	378,165	378,165	1,748,399	6,286,382	7,555,935	(1,269,552)
	-	-	-	1,134,496	378,165	756,331	13,913,850	378,165	2,590,604	3,138,338	2,590,604	2,590,604	4,760,785	32,231,940	39,646,834	(7,414,893)

#### Federal Revenue

8181 Special Education - Entitlement	-	-	-	-	-	-	-	75,214	75,214	75,214	75,214	75,214	0	376,072	467,423	(91,351)
	-	-	-	-	-	-	-	75,214	75,214	75,214	75,214	75,214	0	376,072	467,423	(91,351)

#### Other State Revenue

8311 State Special Education	-	-	-	-	-	-	-	342,081	342,081	342,081	342,081	342,081	0	1,710,405	2,125,875	(415,470)
	-	-	-	-	-	-	-	342,081	342,081	342,081	342,081	342,081	748,528	2,458,933	3,042,743	(583,809)

### Total Revenue

	-	-	-	1,134,496	378,165	756,331	13,913,850	795,461	3,007,899	3,555,633	3,007,899	3,007,899	5,509,313	35,066,946	43,156,999	(8,090,053)
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### Expenses

#### Certificated Salaries

1100 Teachers' Salaries	668,056	732,754	783,457	784,972	831,463	1,191,486	905,445	905,445	905,445	905,445	905,445	905,445	-	10,424,860	11,820,000	1,395,140
1175 Teachers' Extra Duty/Stipends	19,016	67,689	125,682	131,446	162,972	151,987	135,817	135,817	135,817	135,817	135,817	135,817	-	1,473,693	1,182,000	(291,693)
1200 Pupil Support Salaries	10,611	21,940	31,213	38,141	44,171	176,238	34,376	34,376	34,376	34,376	34,376	34,376	-	528,569	245,000	(283,569)
1300 Administrators' Salaries	69,792	84,442	94,929	85,155	37,442	220,643	75,775	75,775	75,775	75,775	75,775	75,775	-	1,047,054	665,000	(382,054)
1900 Other Certificated Salaries	-	-	-	-	-	44,669	-	-	-	-	-	-	-	44,669	-	(44,669)
	767,475	906,825	1,035,282	1,039,715	1,076,048	1,785,023	1,151,413	1,151,413	1,151,413	1,151,413	1,151,413	1,151,413	-	13,518,845	13,912,000	393,155

#### Classified Salaries

2100 Instructional Salaries	4,264	8,735	12,191	14,413	17,644	45,396	18,996	18,996	18,996	18,996	18,996	18,996	-	216,620	-	(216,620)
2900 Other Classified Salaries	-	-	-	-	-	12,168	-	-	-	-	-	-	-	12,168	-	(12,168)
	4,264	8,735	12,191	14,413	17,644	57,564	18,996	18,996	18,996	18,996	18,996	18,996	-	228,788	-	(228,788)

#### Benefits

3101 STRS	129,417	146,879	178,415	174,414	183,400	298,510	201,233	201,233	201,233	201,233	201,233	201,233	-	2,318,437	2,323,304	4,867
3301 OASDI	258	529	737	871	1,070	3,693	1,173	1,173	1,173	1,173	1,173	1,173	-	14,199	-	(14,199)
3311 Medicare	11,012	13,085	14,829	14,914	15,577	25,892	17,338	17,338	17,338	17,338	17,338	17,338	-	199,336	201,724	2,388
3401 Health and Welfare	86,968	85,558	25,043	100,025	69,931	103,592	108,333	108,333	108,333	108,333	108,333	108,333	-	1,121,117	1,582,500	461,383
3501 State Unemployment	25,191	12,082	4,309	3,110	(1,597)	5,093	24,500	19,600	9,800	4,900	4,900	4,900	-	116,786	103,390	(13,396)
3601 Workers' Compensation	13,000	13,000	(3,033)	7,656	7,656	7,656	16,740	16,740	16,740	16,740	16,740	16,740	-	146,373	194,768	48,395
	265,846	271,134	220,300	300,989	276,037	444,435	369,318	364,418	354,618	349,718	349,718	349,718	-	3,916,250	4,405,686	489,436

#### Books and Supplies

4302 School Supplies	171,691	291,880	387,892	227,739	233,057	183,661	311,451	311,451	311,451	311,451	311,451	311,451	-	3,364,626	4,209,633	845,007
4305 Software	16,482	43,346	24,991	14,270	25,380	6,675	26,367	26,367	26,367	26,367	26,367	26,367	-	289,347	1,226,985	937,638
4310 Office Expense	425	11,829	92	3,131	1,934	923	6,027	6,027	6,027	6,027	6,027	6,027	-	54,493	94,383	39,890
4311 Business Meals	-	-	-	-	1,812	-	316	316	316	316	316	316	-	3,710	4,719	1,009
4400 Noncapitalized Equipment	-	247	364	-	120	36	79,982	79,982	79,982	79,982	79,982	79,982	-	480,661	601,376	120,715
	188,598	347,302	413,338	245,139	262,303	191,295	424,144	424,144	424,144	424,144	424,144	424,144	-	4,192,838	6,137,096	1,944,259

#### Subagreement Services

5102 Special Education	2,940	22,278	21,865	79,861	111,894	96,696	60,268	60,268	60,268	60,268	60,268	60,268	-	697,143	1,393,280	696,137
5106 Other Educational Consultants	46,257	113,066	215,262	742,650	275,566	456,538	132,472	132,472	132,472	132,472	132,472	132,472	-	2,644,172	6,013,761	3,369,590
5107 Instructional Services	-	-	1,009,490	336,497	336,497	336,497	281,282	281,282	281,282	281,282	281,282	281,282	-	3,706,673	4,963,055	1,256,382
	49,197	135,344	1,246,617	1,159,008	723,957	889,731	474,022	474,022	474,022	474,022	474,022	474,022	-	7,047,987	12,370,096	5,322,108

#### Operations and Housekeeping

5201 Auto and Travel	512	97	27	547	-	264	1,507	1,507	1,507	1,507	1,507	1,507	-	10,488	75,687	65,199
5300 Dues & Memberships	-	128	-	-	-	-	1,205	1,205	1,205	1,205	1,205	1,205	-	7,360	28,405	21,045
5400 Insurance	8,500	8,500	(13,111)	1,296	1,296	1,296	8,248	8,248	8,248	8,248	8,248	8,248	-	57,263	123,013	65,750
5900 Communications	-	281	-	-	-	-	1,904	1,904	1,904	1,904	1,904	1,904	-	11,708	28,405	16,697
5901 Postage and Shipping	-	-	33	18	79	13	1,808	1,808	1,808	1,808	1,808	1,808	-	10,991	66,248	55,257
	9,012	9,006	(13,052)	1,862	1,375	1,573	14,672	14,672	14,672	14,672	14,672	14,672	-	97,810	330,252	232,442

# Mission Vista Academy

## Monthly Cash Flow/Forecast FY19-20

Revised 1/18/20

ADA = 3616.08



### Facilities, Repairs and Other Leases

5604 Other Leases

### Professional/Consulting Services

5801 IT  
5803 Legal  
5804 Professional Development  
5805 General Consulting  
5806 Special Activities/Field Trips  
5807 Bank Charges  
5808 Printing  
5809 Other taxes and fees  
5811 Management Fee  
5812 District Service & Oversight Fee

### Interest

7438 Interest Expense

### Total Expenses

### Monthly Surplus (Deficit)

### Cash Flow Adjustments

Monthly Surplus (Deficit)

Cash flows from operating activities

Public Funding Receivables  
Due To/From Related Parties  
Prepaid Expenses  
Accounts Payable  
Accrued Expenses

Cash flows from financing activities

Proceeds from Factoring  
Payments on Factoring

Total Change in Cash

Cash, Beginning of Month

Cash, End of Month

	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Year-End Accruals	Annual Forecast	Annual Budget	Favorable / (Unfav.)
	-	-	-	200	-	-	-	-	-	-	-	-	-	200	-	(200)
	-	-	-	200	-	-	-	-	-	-	-	-	-	200	165,351	165,151
	-	-	-	663	-	-	-	-	-	-	-	-	-	663	-	(663)
	17,701	972	360	2,560	739	1,078	3,013	3,013	3,013	3,013	3,013	3,013	-	41,490	94,608	53,118
	-	-	-	(285)	-	-	1,808	1,808	1,808	1,808	1,808	1,808	-	10,563	95,552	84,989
	750	500	-	500	2,300	750	1,808	1,808	1,808	1,808	1,808	1,808	-	15,648	67,417	51,769
	50,953	87,803	98,727	22,480	26,128	12,544	110,448	110,448	110,448	110,448	110,448	110,448	-	961,322	1,202,752	241,430
	-	-	479	331	2	-	304	304	304	304	304	304	-	2,634	3,775	1,141
	-	-	-	94	4	20	456	456	456	456	456	456	-	2,851	5,663	2,812
	160	-	-	-	9,220	88	723	723	723	723	723	723	-	13,808	22,472	8,665
	-	-	307,236	102,412	102,412	102,412	85,608	85,608	85,608	85,608	85,608	85,608	-	1,128,118	1,510,495	382,377
	-	-	-	-	966,230	-	-	-	-	-	-	-	728	966,958	1,189,405	222,447
	69,564	89,275	406,802	128,754	1,107,034	116,892	204,167	237,551	237,551	237,551	237,551	237,551	728	3,310,974	4,465,852	1,154,878
	-	-	-	586,949	211,334	-	-	69,692	69,692	-	89,362	41,249	-	1,068,278	411,600	(656,678)
	-	-	-	586,949	211,334	-	-	69,692	69,692	-	89,362	41,249	-	1,068,278	411,600	(656,678)
	1,353,955	1,767,622	3,321,478	3,477,030	3,675,732	3,486,513	2,656,733	2,754,908	2,745,108	2,670,517	2,759,879	2,711,765	728	33,381,969	42,197,933	8,815,963
	(1,353,955)	(1,767,622)	(3,321,478)	(2,342,534)	(3,297,566)	(2,730,183)	11,257,117	(1,959,448)	262,791	885,116	248,020	296,134	5,508,585	1,684,976	959,066	725,910
														5%		
	(1,353,955)	(1,767,622)	(3,321,478)	(2,342,534)	(3,297,566)	(2,730,183)	11,257,117	(1,959,448)	262,791	885,116	248,020	296,134	5,508,585	1,684,976		
	-	(3,076)	-	-	-	-	-	-	-	-	-	-	(5,509,313)	(5,512,389)		
	757,951	1,493,042	3,965,852	(6,013,111)	(2,925,606)	595,382	2,126,490	-	-	-	-	-	-	0		
	-	-	(17,904)	(61,453)	54,028	-	-	-	-	-	-	-	-	(25,329)		
	-	116,127	32,557	70,031	592,143	(429,294)	-	-	-	-	-	-	728	382,291		
	601,005	442,622	(217,091)	(456,644)	1,401	(87,217)	-	-	-	-	-	-	-	284,077		
	-	-	-	12,645,900	4,190,000	-	-	1,991,195	1,991,195	-	2,553,213	1,178,532	-	24,550,034		
	-	-	-	-	-	-	(12,645,900)	-	(2,095,000)	(2,095,000)	(1,991,195)	(1,991,195)	-	(20,818,289)		
	5,000	281,094	441,936	3,842,189	(1,385,601)	(2,651,313)	737,708	31,747	158,985	(1,209,884)	810,039	(516,529)				
	-	5,000	286,094	728,031	4,570,220	3,184,619	533,307	1,271,014	1,302,761	1,461,746	251,862	1,061,901				
	5,000	286,094	728,031	4,570,220	3,184,619	533,307	1,271,014	1,302,761	1,461,746	251,862	1,061,901	545,372				

Cert.	Class.
51.7%	85.2%
4,105,460	1,818,229
Pupil:Teacher Ratio	
19.34	:1

## Mission Vista Academy

### Budget vs Actual

For the period ended December 31, 2019

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Variance	Total Budget
Revenue							
State Aid - Revenue Limit							
LCFF Revenue	\$ -	\$ -	\$ -	\$ -	\$ 11,706,402	\$ (11,706,402)	\$ 31,192,009
Education Protection Account	-	224,723	(224,723)	-	449,445	(449,445)	898,890
In Lieu of Property Taxes	756,331	604,475	151,856	2,268,992	3,777,967	(1,508,976)	7,555,935
Total State Aid - Revenue Limit	756,331	829,197	(72,867)	2,268,992	15,933,815	(13,664,823)	39,646,834
Federal Revenue							
Federal Special Education - IDEA	-	37,394	(37,394)	-	233,711	(233,711)	467,423
Total Federal Revenue	-	37,394	(37,394)	-	233,711	(233,711)	467,423
Other State Revenue							
State Special Education - AB602	-	170,070	(170,070)	-	1,062,937	(1,062,937)	2,125,875
State - State Lottery	-	-	-	-	-	-	916,868
Total Other State Revenue	-	170,070	(170,070)	-	1,062,937	(1,062,937)	3,042,743
Total Revenue	\$ 756,331	\$ 1,036,661	\$ (280,331)	\$ 2,268,992	\$ 17,230,463	\$ (14,961,472)	\$ 43,156,999
Expenses							
Certificated Salaries							
Certificated Teachers' Salaries	\$ 1,191,486	\$ 985,000	\$ (206,486)	\$ 4,992,188	\$ 5,910,000	\$ 917,812	\$ 11,820,000
Certificated Teachers' Extra Duties/Stipends	151,987	98,500	(53,487)	658,792	591,000	(67,792)	1,182,000
Certificated Pupil Support Salaries	176,238	20,417	(155,821)	322,314	122,500	(199,814)	245,000
Certificated Supervisors' and Administrators' Sala	220,643	55,417	(165,227)	592,403	332,500	(259,903)	665,000
Other Certificated Salaries	44,669	-	(44,669)	44,669	-	(44,669)	-
Total Certificated Salaries	1,785,023	1,159,333	(625,690)	6,610,367	6,956,000	345,633	13,912,000
Classified Salaries							
Classified Instructional Salaries	45,396	-	(45,396)	102,644	-	(102,644)	-
Other Classified Salaries	12,168	-	(12,168)	12,168	-	(12,168)	-
Total Classified Salaries	57,564	-	(57,564)	114,811	-	(114,811)	-
Benefits							
State Teachers' Retirement System, certificated p	298,510	193,609	(104,902)	1,111,037	1,161,652	50,615	2,323,304
OASDI/Medicare/Alternative, certificated positio	3,693	-	(3,693)	7,159	-	(7,159)	-
Medicare certificated positions	25,892	16,810	(9,081)	95,309	100,862	5,553	201,724
Health and Welfare Benefits, certificated positio	103,592	131,875	28,283	471,117	791,250	320,133	1,582,500
State Unemployment Insurance, certificated posi	5,093	5,170	77	48,186	31,017	(17,169)	103,390
Workers' Compensation Insurance, certificated p	7,656	16,231	8,575	45,933	97,384	51,451	194,768
Total Benefits	444,435	363,694	(80,741)	1,778,741	2,182,165	403,424	4,405,686
Books & Supplies							
School Supplies	183,661	420,963	237,302	1,495,920	1,557,564	61,644	4,209,633
Software	6,675	102,249	95,574	131,144	613,492	482,349	1,226,985
Office Expense	923	7,865	6,943	18,332	47,192	28,859	94,383
Business Meals	-	393	393	1,812	2,360	548	4,719
Noncapitalized Equipment	36	60,138	60,102	766	222,509	221,743	601,376
Total Books & Supplies	191,295	591,608	400,313	1,647,975	2,443,117	795,142	6,137,096
Subagreement Services							
Special Education	96,696	116,107	19,410	335,535	696,640	361,105	1,393,280
Other Educational Consultants	456,538	601,376	144,838	1,849,339	2,225,092	375,752	6,013,761
Instructional Services	336,497	119,216	(217,281)	2,018,980	1,981,503	(37,476)	4,963,055
Total Subagreement Services	889,731	836,699	(53,032)	4,203,854	4,903,235	699,381	12,370,096
Operations & Housekeeping							
Auto and Travel Expense	264	-	(264)	1,447	-	(1,447)	75,687
Dues & Memberships	-	2,367	2,367	128	14,202	14,074	28,405

## Mission Vista Academy

### Budget vs Actual

Insurance	1,296	10,251	8,955	7,777	61,507	53,729	123,013
Utilities	-	551	551	-	3,303	3,303	6,607
Janitorial/Trash Removal	-	157	157	-	944	944	1,888
Communications	-	2,367	2,367	281	14,202	13,921	28,405
Postage and Shipping	13	6,625	6,612	143	26,499	26,357	66,248
Total Operations & Housekeeping	1,573	22,318	20,745	9,777	120,658	110,881	330,252
Facilities, Repairs & Other Leases							
Rent	-	11,828	11,828	-	70,967	70,967	141,935
Additional Rent	-	375	375	-	2,247	2,247	4,494
Other Leases	-	-	-	200	-	(200)	-
Repairs and Maintenance	-	1,577	1,577	-	9,461	9,461	18,922
Total Facilities, Repairs & Other Leases	-	13,779	13,779	200	82,675	82,475	165,351
Professional/Consulting Services							
IT	-	-	-	663	-	(663)	-
Audit and Tax	-	9,468	9,468	-	28,405	28,405	28,405
Legal	1,078	7,884	6,806	23,410	47,304	23,894	94,608
Professional Development	-	9,555	9,555	(285)	38,221	38,506	95,552
General Consulting	750	6,742	5,992	4,800	26,967	22,167	67,417
Special Activities	12,544	120,275	107,731	298,636	445,018	146,383	1,202,752
Bank Charges	-	378	378	812	1,510	699	3,775
Printing	20	566	547	118	2,265	2,148	5,663
Other Taxes and Fees	88	2,247	2,159	9,468	8,989	(480)	22,472
Management Fee	102,412	36,283	(66,129)	614,472	603,066	(11,406)	1,510,495
District Oversight Fee	-	24,876	24,876	966,230	478,014	(488,215)	1,189,405
SELPA Fees	-	16,597	16,597	-	103,732	103,732	207,464
Public Relations	-	3,784	3,784	-	15,137	15,137	37,843
Total Professional/Consulting Services	116,892	238,656	121,764	1,918,322	1,798,629	(119,693)	4,465,852
Interest							
Interest Expense	-	70,000	70,000	798,283	70,000	(728,283)	411,600
Total Interest	-	70,000	70,000	798,283	70,000	(728,283)	411,600
Total Expenses	\$ 3,486,513	\$ 3,296,088	\$ (190,426)	\$ 17,082,330	\$ 18,556,479	\$ 1,474,149	\$ 42,197,933
Change in Net Assets	(2,730,183)	(2,259,427)		(14,813,338)	(1,326,016)		959,066
Net Assets, Beginning of Period	(12,083,156)			-			
Net Assets, End of Period	<u>\$ (14,813,338)</u>			<u>\$ (14,813,338)</u>			

**Mission Vista Academy****Statement of Financial Position****December 31, 2019**

	Current Period Actual	Beginning Year Balance	YTD Change	YTD % Change
Assets				
Current Assets				
Cash & Cash Equivalents	\$ 533,307	\$ -	\$ 533,307	0%
Accounts Receivable	3,076	-	3,076	0%
Factored Receivables	(16,835,900)	-	(16,835,900)	0%
Due to/from Related Parties	2,126,490	-	2,126,490	0%
Prepaid Expenses	25,329	-	25,329	0%
Total Current Assets	(14,147,699)	-	(14,147,699)	0%
Total Assets	<u>\$ (14,147,699)</u>	<u>\$ -</u>	<u>\$ (14,147,699)</u>	0%
Liabilities				
Current Liabilities				
Accounts Payable	\$ 381,563	\$ -	\$ 381,563	0%
Accrued Liabilities	284,077	-	284,077	0%
Total Current Liabilities	665,640	-	665,640	0%
Total Liabilities	<u>665,640</u>	<u>-</u>	<u>665,640</u>	0%
Net Assets	<u>(14,813,338)</u>	<u>-</u>	<u>(14,813,338)</u>	0%
Total Liabilities & Net Assets	<u>\$ (14,147,699)</u>	<u>\$ -</u>	<u>\$ (14,147,699)</u>	0%



## Mission Vista Academy

### Statement of Cash Flows

For the period ended December 31, 2019

	Month Ended 12/31/2019	YTD Ended 12/31/2019
Cash Flow from Operating Activities		
Changes in Net Assets:	\$ (2,730,183)	\$ (14,813,338)
Decrease / (Increase) in Operating Assets:		
Grants, Contributions & Pledges Receivable	-	16,832,824
Due to/from Related Parties	595,382	(2,126,490)
Prepaid Expenses	-	(25,329)
(Decrease) / Increase in Operating Liabilities		
Accounts Payable	(429,294)	381,563
Accrued Expenses	(87,217)	284,077
Total Cash Flow from Operating Activities	<u>78,870</u>	<u>15,346,645</u>
Change in Cash & Cash Equivalents	(2,651,313)	533,307
Cash & Cash Equivalents, Beginning of Period	3,184,619	-
Cash & Cash Equivalents, End of Period	<u><u>\$ 533,307</u></u>	<u><u>\$ 533,307</u></u>

## Mission Vista Academy

### Check Register

For the Period Ended December 31, 2019

Check Number	Vendor Name	Check Date	Check Amount
11705	CalSTRS	12/4/2019	\$ 3.32
11706	CalSTRS	12/4/2019	276,719.55
11707	Michele Sanchez	12/4/2019	230.00
11708	Sandra Sappington	12/4/2019	4,133.00
11709	Secretary of State	12/4/2019	20.00
11710	A Brighter Child, Inc	12/5/2019	48.74
11711	Achieve Inc.	12/5/2019	225.00
11712	Activities for Learning Inc.	12/5/2019	123.75
11713	All About Learning Press, Inc.	12/5/2019	1,393.67
11714	All Star Driving School	12/5/2019	50.00
11715	Anais Pauley	12/5/2019	136.07
11716	Applied Neuropsychology, Inc.	12/5/2019	3,500.00
11717	Aurora Monroe School of Dance	12/5/2019	750.00
11718	Barbara Ernst Ankele	12/5/2019	600.00
11719	Beaumont Unified School District	12/5/2019	80,519.15
11720	Beautiful Feet Books, Inc.	12/5/2019	1,473.32
11721	Bethany Plumb	12/5/2019	375.00
11722	Bionerds, Inc	12/5/2019	200.00
11723	Blue Buoy Swim School Inc	12/5/2019	1,636.00
11724	BookShark	12/5/2019	8,025.99
11725	Brave Writer LLC	12/5/2019	995.00
11726	Bridgeway Academy	12/5/2019	1,965.06
11727	Brittany Greer	12/5/2019	290.00
11728	Cadi Thayer	12/5/2019	180.00
11729	California Oaks Vision Center of Optometry	12/5/2019	1,039.00
11730	Canyon Crest CC	12/5/2019	238.00
11731	Celeste Haueter	12/5/2019	432.00
11732	Christina Ranes	12/5/2019	3,590.00
11733	Cindy Irvine	12/5/2019	130.00
11734	Circle City Aquatics	12/5/2019	103.50
11735	City of Menifee	12/5/2019	112.00
11736	Comprehensive Therapy Associates, Inc.	12/5/2019	1,250.00
11737	Dance Spectrum	12/5/2019	313.37
11738	Define Dance Space	12/5/2019	110.00
11739	Dejitaru Karate Dojo	12/5/2019	645.00
11740	Dena Reeves	12/5/2019	435.00
11741	Denise Lewis	12/5/2019	780.00
11742	Desert Occupational Therapy for Kids	12/5/2019	1,530.00
11743	Dino Lingo Inc	12/5/2019	127.20
11744	Discount School Supply	12/5/2019	25.24
11745	Discovery of Learning, LLC	12/5/2019	13,637.29
11746	Donna Mallon	12/5/2019	1,618.00

## Mission Vista Academy

### Check Register

For the Period Ended December 31, 2019

Check Number	Vendor Name	Check Date	Check Amount
11747	Dorothy Morden	12/5/2019	320.00
11748	Drama Kids Intl. Temecula Valley	12/5/2019	1,400.00
11749	Drawn2Art Rancho	12/5/2019	148.00
11750	Educational Development Corporation	12/5/2019	38.29
11751	eDynamic Learning	12/5/2019	85.00
11752	Elemental Science	12/5/2019	208.41
11753	EMH Sports USA, Inc.	12/5/2019	5,992.50
11754	Engineering for Kids	12/5/2019	900.00
11755	Erina Kindreich, Hope for Reading	12/5/2019	220.00
11756	Explorer Field Trips	12/5/2019	320.00
11757	Final Strike Martial Arts	12/5/2019	920.00
11758	Global Teletherapy	12/5/2019	17,815.25
11759	Gravitas Publications, Inc.	12/5/2019	307.55
11760	Guitar Center, Inc.	12/5/2019	642.00
11761	GW School Supply, Inc	12/5/2019	43.86
11762	Gymnastics Pacifica	12/5/2019	843.00
11763	H and H Educational Solutions	12/5/2019	650.00
11764	Hands 4 Building, LLC	12/5/2019	137.99
11765	Harvard Street Music Exchange	12/5/2019	570.00
11766	Henry Doktorski	12/5/2019	3,172.00
11767	Hilltop Education Connections	12/5/2019	3,730.00
11768	Home Science Tools	12/5/2019	459.30
11769	i9 Sports	12/5/2019	1,807.00
11770	Institute for Excellence in Writing	12/5/2019	280.30
11771	JackKris Publishing, LLC	12/5/2019	41.98
11772	Jamie Azpeitia-Sachs	12/5/2019	585.00
11773	Jamie Munoz	12/5/2019	320.00
11774	JDI Dance Company	12/5/2019	1,700.00
11775	Jeff Mascolina's KICKS	12/5/2019	450.00
11776	Jessica Pelle	12/5/2019	115.00
11777	Jump and Schout Therapy, Inc	12/5/2019	1,290.00
11778	K2 Studios	12/5/2019	50.00
11779	Karen Fox	12/5/2019	480.00
11780	Kathleen Elliott	12/5/2019	720.00
11781	Kathryn Prestia-Schaub	12/5/2019	224.00
11782	Katy Poleynard	12/5/2019	150.00
11783	Kid's Club Spanish School, LLC	12/5/2019	180.00
11784	Kiddo MusicArt Academy	12/5/2019	116.00
11785	Kitchen Kid, LLC	12/5/2019	328.50
11786	Void	12/5/2019	Void
11787	Void	12/5/2019	Void
11788	Void	12/5/2019	Void
11789	KiwiCo, Inc	12/5/2019	10,460.53

## Mission Vista Academy

### Check Register

For the Period Ended December 31, 2019

Check Number	Vendor Name	Check Date	Check Amount
11790	Klise Media Group Inc.	12/5/2019	1,890.00
11791	Kristen Lee	12/5/2019	1,066.00
11792	Kumon of Ontario	12/5/2019	508.00
11793	Lakeshore	12/5/2019	376.89
11794	Laura Edwards	12/5/2019	600.00
11795	Learn Piano Live	12/5/2019	249.00
11796	Learning With Apples	12/5/2019	347.00
11797	Lighthouse Therapy LLC	12/5/2019	6,640.37
11798	Lisa Tucker	12/5/2019	716.00
11799	Logic of English	12/5/2019	103.06
11800	Loving Learning	12/5/2019	883.00
11801	Lucid Speech and Language	12/5/2019	6,500.00
11802	Marshall B Ketchum University	12/5/2019	184.00
11803	Void	12/5/2019	Void
11804	Math-U-See Inc.	12/5/2019	4,214.00
11805	Minds on Education Inc	12/5/2019	16.21
11806	Miss Sue's Dance Company	12/5/2019	1,574.00
11807	Mountain Pottery	12/5/2019	2,640.00
11808	Moving Beyond the Page	12/5/2019	2,925.14
11809	MoxieBox Art, Inc	12/5/2019	536.60
11810	Murrieta Tennis Club	12/5/2019	666.00
11811	Murrieta Friday Night Lights	12/5/2019	430.00
11812	My Private French Class (M'aidez, LLC)	12/5/2019	200.00
11813	Mystery Science Inc.	12/5/2019	69.00
11814	NJA Therapy Services, Inc	12/5/2019	5,292.00
11815	On Pointe Dance Studio	12/5/2019	630.00
11816	On Stage Production Company	12/5/2019	76.00
11817	Outschool, Inc.	12/5/2019	160.00
11818	Outside the Box Creation	12/5/2019	540.00
11819	Owlcrate Enterprises Inc	12/5/2019	629.64
11820	Palm Desert Swim Club	12/5/2019	225.00
11821	Patricia Morrow	12/5/2019	145.00
11822	Paul Ciolek	12/5/2019	360.00
11823	Peace Hill Press, Inc. dba Well Trained Mind P	12/5/2019	87.35
11824	Pediatric Therapy Associates	12/5/2019	1,174.50
11825	PowerKids Center	12/5/2019	1,883.70
11826	Void	12/5/2019	Void
11827	Void	12/5/2019	Void
11828	Void	12/5/2019	Void
11829	Void	12/5/2019	Void
11830	Void	12/5/2019	Void
11831	Void	12/5/2019	Void
11832	Void	12/5/2019	Void

## Mission Vista Academy

### Check Register

For the Period Ended December 31, 2019

Check Number	Vendor Name	Check Date	Check Amount
11833	Void	12/5/2019	Void
11834	Void	12/5/2019	Void
11835	Rainbow Resource Center	12/5/2019	21,189.61
11836	Reading with TLC	12/5/2019	506.37
11837	Redline Athletics	12/5/2019	498.00
11838	Rise Jiu Jitsu	12/5/2019	955.00
11839	Robin Noriega	12/5/2019	480.00
11840	Rockstars of Tomorrow Riverside	12/5/2019	145.00
11841	Romp-o-Rama	12/5/2019	69.98
11842	Rosemary Sorola	12/5/2019	460.00
11843	Samantha Bradshaw	12/5/2019	385.41
11844	SCEGA Gymnastics	12/5/2019	1,575.20
11845	Scholastic Inc.	12/5/2019	28.58
11846	Singapore Math, Inc.	12/5/2019	62.04
11847	Sky Martial Arts	12/5/2019	388.00
11848	Starfall Education Foundation	12/5/2019	35.00
11849	Steens Holdings LLC	12/5/2019	170.00
11850	Steven L. Adamiak	12/5/2019	175.00
11851	Studies Weekly	12/5/2019	65.14
11852	Sue Poole	12/5/2019	270.45
11853	Susie Q Ranch	12/5/2019	730.00
11854	Tanja Baker	12/5/2019	180.00
11855	Taylor Karate	12/5/2019	584.00
11856	Teacher Synergy, LLC	12/5/2019	260.73
11857	Temecula Chess Club	12/5/2019	65.00
11858	Temecula Homeschool Enrichment Camp	12/5/2019	575.00
11859	Temecula Music Teacher, LLC	12/5/2019	440.00
11860	Temecula Strings	12/5/2019	2,508.00
11861	Temecula Tutor	12/5/2019	2,482.50
11862	Temecula Valley In-Line Hockey Association	12/5/2019	1,134.00
11863	Temecula Yoga Collective	12/5/2019	60.00
11864	Terry Tsang Optometry	12/5/2019	250.00
11865	The Collective Movements	12/5/2019	1,070.00
11866	The Critical Thinking Co.	12/5/2019	100.99
11867	The Gymnastics Academy	12/5/2019	75.00
11868	The Little Gym of Riverside	12/5/2019	1,317.00
11869	Tiffany Freuler	12/5/2019	280.00
11870	Timberdoodle.com	12/5/2019	3,415.80
11871	TinkerSpace , Inc	12/5/2019	135.00
11872	Touch-it Productions	12/5/2019	75.00
11873	TSW Therapy, Inc	12/5/2019	637.50
11874	Up & Movin'	12/5/2019	2,292.50
11875	Victoria's Simply Dancing	12/5/2019	440.00

## Mission Vista Academy

### Check Register

For the Period Ended December 31, 2019

Check Number	Vendor Name	Check Date	Check Amount
11876	Vive Enrichment Academy	12/5/2019	960.00
11877	West Coast Krav Maga - Murrieta	12/5/2019	592.00
11878	West Coast Krav Maga Temecula	12/5/2019	512.00
11879	Write On Webb	12/5/2019	344.25
11880	Felicia Beck-Fox	12/6/2019	3,010.00
11881	Eric Eckstrom	12/9/2019	250.00
11882	Institute of Inquiry	12/9/2019	386.66
11883	Jamie Huang	12/9/2019	250.00
11884	Lauren Clark	12/9/2019	250.00
11885	Tanja Baker	12/11/2019	115.00
11886	42 Development LLC	12/11/2019	348.00
11887	A Plan in Place	12/11/2019	66.39
11888	Achieve Inc.	12/11/2019	900.00
11889	Alkawthar Learning Center	12/11/2019	679.00
11890	All About Learning Press, Inc.	12/11/2019	1,046.19
11891	And All That Jazz! PAC	12/11/2019	2,719.00
11892	Art Studio Pillar	12/11/2019	1,320.00
11893	Artistic Dance Academy	12/11/2019	385.00
11894	Beaumont Unified School District	12/11/2019	80,519.15
11895	Big Little Ones, LLC	12/11/2019	305.55
11896	Bitsbox	12/11/2019	341.55
11897	Blossom Hill Ranch	12/11/2019	1,960.22
11898	BookShark	12/11/2019	914.21
11899	Brave Writer LLC	12/11/2019	49.95
11900	Brian Schumaker-Personal Training	12/11/2019	180.00
11901	Bridgeway Academy	12/11/2019	1,804.04
11902	Brilliant Dance Academy	12/11/2019	504.00
11903	Caitlyn Park	12/11/2019	200.00
11904	California Oaks Vision Center of Optometry	12/11/2019	500.00
11905	Carlene Strathmann	12/11/2019	337.50
11906	Circle City Enrichment Center	12/11/2019	320.00
11907	City of Menifee	12/11/2019	241.00
11908	Claremont Community School of Music	12/11/2019	152.00
11909	Cody Noriega	12/11/2019	480.00
11910	Cornerstone Therapies	12/11/2019	625.00
11911	Corona Inline	12/11/2019	1,075.00
11912	Corona Music Center	12/11/2019	417.00
11913	Crafty School Crates	12/11/2019	46.41
11914	Crafty U Too!	12/11/2019	625.00
11915	Creative Creatures & Co	12/11/2019	265.00
11916	Dance Spectrum	12/11/2019	300.00
11917	Debra Hardman	12/11/2019	1,535.00
11918	Desert Elite Mavericks	12/11/2019	575.00

## Mission Vista Academy

### Check Register

For the Period Ended December 31, 2019

Check Number	Vendor Name	Check Date	Check Amount
11919	Desert Rocks Climbing Gym	12/11/2019	153.00
11920	Diana Maraauri	12/11/2019	130.00
11921	Diana's Dance Company	12/11/2019	963.00
11922	Dr. Batista Music Studio	12/11/2019	900.00
11923	Drawn2Art	12/11/2019	191.00
11924	Eden Learning Academy Inc	12/11/2019	984.00
11925	Educational Development Corporation	12/11/2019	73.04
11926	EMH Sports USA, Inc.	12/11/2019	3,827.25
11927	Engineering for Kids	12/11/2019	400.00
11928	Engineering For Kids Temecula	12/11/2019	234.00
11929	Erina Kindreich, Hope for Reading	12/11/2019	460.00
11930	Final Strike Martial Arts	12/11/2019	1,458.02
11931	Freedom in Motion	12/11/2019	4,667.30
11932	Friends of Leaps & Bounds	12/11/2019	495.00
11933	Giordano's ATA Martial Arts	12/11/2019	586.00
11934	Gracie Humaita Hemet	12/11/2019	297.00
11935	Gracie Temecula	12/11/2019	617.00
11936	Green Acres Ranch, Inc	12/11/2019	1,755.00
11937	Hangar 18 Climbing Gyms	12/11/2019	156.00
11938	HCR Performance Horses	12/11/2019	360.00
11939	Hemet Valley Dolphins	12/11/2019	455.00
11940	History Unboxed LLC	12/11/2019	2,332.10
11941	Home Science Tools	12/11/2019	689.51
11942	Homeschool Buyers Co-op	12/11/2019	118.02
11943	Institute for Excellence in Writing	12/11/2019	829.27
11944	Intensity Athletics	12/11/2019	560.00
11945	JDI Dance Company	12/11/2019	180.00
11946	Jeff Mascolina's KICKS	12/11/2019	900.00
11947	Jenny Crivello	12/11/2019	1,030.00
11948	K2 Studios	12/11/2019	35.00
11949	Kara Wuchner	12/11/2019	66.00
11950	Karol Rivera	12/11/2019	470.00
11951	Kathrine Bartling Tutoring	12/11/2019	120.00
11952	KiwiCo, Inc	12/11/2019	1,752.63
11953	Kylee Henson	12/11/2019	800.00
11954	Learn Grow Sparkle Prosper	12/11/2019	533.00
11955	Learning With Apples	12/11/2019	205.00
11956	Learning Without Tears	12/11/2019	176.01
11957	Logic of English	12/11/2019	102.23
11958	Marshall B Ketchum University	12/11/2019	92.00
11959	Math-U-See Inc.	12/11/2019	282.00
11960	Mathnasium of Corona	12/11/2019	434.00
11961	Mathnasium of Eastvale	12/11/2019	573.00

## Mission Vista Academy

### Check Register

For the Period Ended December 31, 2019

Check Number	Vendor Name	Check Date	Check Amount
11962	Megan Spencer	12/11/2019	160.00
11963	MEL Science Ltd	12/11/2019	376.90
11964	Michelle Terry	12/11/2019	872.00
11965	Miss Sue's Dance Company	12/11/2019	379.00
11966	Mountain Pottery	12/11/2019	750.00
11967	Moving Beyond the Page	12/11/2019	684.96
11968	MoxieBox Art, Inc	12/11/2019	268.30
11969	Murrieta Academy of Music	12/11/2019	2,439.00
11970	Murrieta Dance Project	12/11/2019	101.00
11971	Music Centre	12/11/2019	585.00
11972	My Gym Temecula	12/11/2019	237.00
11973	Noonan Family Swim School, Inc.	12/11/2019	1,100.00
11974	Norris Performing Arts Center	12/11/2019	100.00
11975	On Pointe Dance Studio	12/11/2019	555.00
11976	Outschool, Inc.	12/11/2019	575.00
11977	Pacific Hearing Services	12/11/2019	75.00
11978	Paul Ciolek	12/11/2019	400.00
11979	Peace Hill Press, Inc. dba Well Trained Mind P	12/11/2019	188.00
11980	PowerKids Center	12/11/2019	788.00
11981	PresenceLearning, Inc.	12/11/2019	12,778.95
11982	Rachel Bertoch	12/11/2019	1,125.00
11982	Void	12/11/2019	Void
11984	Rainbow Resource Center	12/11/2019	4,652.83
11985	Redline Athletics	12/11/2019	595.00
11986	Rhonda Parish Music Studio, Inc	12/11/2019	360.00
11987	RIFFS Music	12/11/2019	390.00
11988	Riverside Childrens Theatre	12/11/2019	350.00
11989	Rosamaria Faucette	12/11/2019	1,330.00
11990	Roxana Segna	12/11/2019	405.00
11991	SC Krav Maga, Inc.	12/11/2019	150.00
11992	SCEGA Gymnastics	12/11/2019	907.00
11993	Scott Mogel	12/11/2019	720.00
11994	Singapore Math, Inc.	12/11/2019	527.66
11995	Sky Martial Arts	12/11/2019	417.00
11996	SMaRT Education	12/11/2019	25.00
11997	SoCal STEM LLC	12/11/2019	600.00
11998	Starfall Education Foundation	12/11/2019	19.40
11999	Steffanie Swenson	12/11/2019	225.00
12000	Studies Weekly	12/11/2019	64.54
12001	Supercharged Science	12/11/2019	225.00
12002	Taylor Karate	12/11/2019	335.00
12003	Teacher Synergy, LLC	12/11/2019	325.99
12004	Teaching Textbooks	12/11/2019	459.33



## Mission Vista Academy

### Check Register

For the Period Ended December 31, 2019

Check Number	Vendor Name	Check Date	Check Amount
12005	Temecula Homeschool Enrichment Camp	12/11/2019	1,000.00
12006	The Critical Thinking Co.	12/11/2019	442.94
12007	The Gymnastics Academy	12/11/2019	75.00
12008	Timberdoodle.com	12/11/2019	2,477.21
12009	Total Impact Martial Arts	12/11/2019	774.00
12010	Touch-it Productions	12/11/2019	210.00
12011	West Coast Krav Maga Temecula	12/11/2019	159.00
12012	Association of California School Administrators	12/12/2019	101.37
12013	Aurora Monroe School of Dance	12/12/2019	1,500.00
12014	Veronica Gutierrez	12/12/2019	5,940.00
12015	Erina Kindreich, Hope for Reading	12/13/2019	320.00
12016	Franchise Tax Board	12/17/2019	428.24
12017	Optimum Stages of Learning Homeschool Services	12/17/2019	1,123.74
12018	Academic Chess	12/18/2019	3,694.00
12019	Academics in a Box Inc	12/18/2019	299.40
12020	ACE Taekwondo Academy	12/18/2019	556.00
12021	Activities for Learning Inc.	12/18/2019	834.14
12022	Alkawthar Learning Center	12/18/2019	884.00
12023	All About Learning Press, Inc.	12/18/2019	575.91
12024	Allison Bitter	12/18/2019	375.00
12025	Allison L Schain	12/18/2019	360.00
12026	AMAA	12/18/2019	478.00
12027	Amanda Gifford	12/18/2019	75.00
12028	Anaheim Hills Speech and Language Center, Inc.	12/18/2019	325.00
12029	Anais Pauley	12/18/2019	122.67
12030	And All That Jazz! PAC	12/18/2019	480.00
12031	Antoinette Murray	12/18/2019	820.00
12032	Art By Patty	12/18/2019	288.00
12033	Art Studio Pillar	12/18/2019	1,390.00
12034	ATC Martial Arts	12/18/2019	1,530.00
12035	Aurora Monroe School of Dance	12/18/2019	750.00
12036	AYSO	12/18/2019	250.00
12037	Beaumont Unified School District	12/18/2019	80,519.15
12038	Beautiful Feet Books, Inc.	12/18/2019	15.72
12039	Big Little Ones, LLC	12/18/2019	179.70
12040	Bigfoot Graphics	12/18/2019	1,075.00
12041	Bitsbox	12/18/2019	230.55
12042	Blossom Hill Ranch	12/18/2019	2,147.49
12043	Blue Buoy Swim School Inc	12/18/2019	540.00
12044	BookShark	12/18/2019	5,312.41
12045	Brave Writer LLC	12/18/2019	754.95
12046	Brian Schumaker-Personal Training	12/18/2019	450.00
12047	Brittany Greer	12/18/2019	90.00

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### Check Register

For the Period Ended December 31, 2019

Check Number	Vendor Name	Check Date	Check Amount
12048	Brooklyn Dance Academy	12/18/2019	180.00
12049	Burbank Music Academy	12/18/2019	140.00
12050	Buzzy Mae Music Academy	12/18/2019	1,800.00
12051	BYU Independent Study	12/18/2019	243.00
12052	California Oaks Vision Center of Optometry	12/18/2019	2,193.00
12053	Canyon Crest CC	12/18/2019	1,176.00
12054	Celebration Education	12/18/2019	1,050.00
12055	Celeste Haueter	12/18/2019	145.00
12056	Champion Victory Taekwondo LLC	12/18/2019	738.00
12057	Charlot Gymnastics	12/18/2019	3,629.34
12058	Cheerforce San Diego	12/18/2019	7,392.00
12059	Child Creativity Lab	12/18/2019	432.00
12060	Cindy Irvine	12/18/2019	75.00
12061	Circle City Aquatics	12/18/2019	103.50
12062	Circle City Enrichment Center	12/18/2019	1,960.00
12063	City of Menifee	12/18/2019	65.00
12064	Clarissa Lee	12/18/2019	260.00
12065	Corona Dance Academy	12/18/2019	1,195.00
12066	Corona Inline	12/18/2019	2,260.00
12067	Corona Music Center	12/18/2019	278.00
12068	Crafty School Crates	12/18/2019	654.17
12069	Crafty U Too!	12/18/2019	320.00
12070	Crossfit Murrieta	12/18/2019	450.00
12071	Cruz Language Academy	12/18/2019	500.00
12072	CYT - Christian Youth Theater Riverside Count	12/18/2019	170.00
12073	Dance Spectrum	12/18/2019	503.37
12074	Danelle Pagan	12/18/2019	150.00
12075	David Osborn	12/18/2019	760.00
12076	Dejitaru Karate Dojo	12/18/2019	1,190.00
12077	Dena Reeves	12/18/2019	290.00
12078	Denise Lewis	12/18/2019	65.00
12079	Denise Rooney	12/18/2019	140.00
12080	Desert Elite Mavericks	12/18/2019	145.00
12081	Desert Occupational Therapy for Kids	12/18/2019	720.00
12082	Discovery of Learning, LLC	12/18/2019	28,000.00
12083	Dorothy Morden	12/18/2019	1,440.00
12084	Easy Speech Pathology, Inc	12/18/2019	525.00
12085	Eden Learning Academy Inc	12/18/2019	10,107.00
12086	Education.com Holdings, Inc.	12/18/2019	135.32
12087	Educational Development Corporation	12/18/2019	256.24
12088	Elite Academics	12/18/2019	315.75
12089	Endeavor Gymnastics	12/18/2019	2,378.00
12090	Engineering for Kids	12/18/2019	900.00

## Mission Vista Academy

### Check Register

For the Period Ended December 31, 2019

Check Number	Vendor Name	Check Date	Check Amount
12091	Evan-Moor	12/18/2019	89.10
12092	F.A.M.E., Fine Arts Music and Education	12/18/2019	315.00
12093	Fender Museum of the Arts Foundation	12/18/2019	828.60
12094	Final Strike Martial Arts	12/18/2019	1,864.57
12095	Freedom in Motion	12/18/2019	2,658.00
12096	Friends of Leaps & Bounds	12/18/2019	440.00
12097	Futurelink Inc	12/18/2019	300.00
12098	Gabriella Berry	12/18/2019	120.00
12099	Gymnastics Pacifica	12/18/2019	602.00
12100	Hands 4 Building, LLC	12/18/2019	102.99
12101	Heidi-Jeanne Rea	12/18/2019	1,332.00
12102	Hemet Valley Dolphins	12/18/2019	165.00
12103	Holly Dodson	12/18/2019	170.00
12104	HomeGrown OT 4 Kids	12/18/2019	1,350.00
12105	Homeschool Buyers Co-op	12/18/2019	64.00
12106	ICE Management LLC	12/18/2019	153.00
12107	Infant Aquatics Temecula	12/18/2019	415.00
12108	Inland Pacific Ballet Academy	12/18/2019	1,500.00
12109	Innovation Academy	12/18/2019	300.00
12110	InnovCP	12/18/2019	155.00
12111	Institute for Excellence in Writing	12/18/2019	26.66
12112	Institute of Inquiry	12/18/2019	386.66
12113	Intensity Athletics	12/18/2019	375.00
12114	Isela Gonzalez	12/18/2019	49.77
12115	Ivan Shallal	12/18/2019	600.00
12116	Jackie M. Carter Jr.	12/18/2019	270.00
12117	JackKris Publishing, LLC	12/18/2019	43.68
12118	Jason Murchison	12/18/2019	150.00
12119	JDI Dance Company	12/18/2019	2,650.00
12120	Jenny Crivello	12/18/2019	370.00
12121	Jo Lynn Fitzgerald	12/18/2019	420.00
12122	K2 Studios	12/18/2019	795.00
12123	Karina's Piano Studio	12/18/2019	1,400.00
12124	Kathleen Elliott	12/18/2019	2,522.00
12125	Kathrine Bartling Tutoring	12/18/2019	285.00
12126	Kathryn Prestia-Schaub	12/18/2019	168.00
12127	KiwiCo, Inc	12/18/2019	2,496.14
12128	Leading Edge Learning Center LLC	12/18/2019	320.00
12129	Learning Without Tears	12/18/2019	102.86
12130	Let's Communicate, Inc	12/18/2019	3,802.50
12131	Little Passports	12/18/2019	1,683.94
12132	Logic of English	12/18/2019	118.39
12133	Lorie Susan Suntree	12/18/2019	588.50

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### Check Register

For the Period Ended December 31, 2019

Check Number	Vendor Name	Check Date	Check Amount
12134	Master Lee's Kung Fu San Soo	12/18/2019	115.00
12135	Math-U-See Inc.	12/18/2019	1,270.00
12136	Mathnasium of San Clemente	12/18/2019	56.00
12137	Mathnasium of South Escondido	12/18/2019	255.00
12138	McColgan & Associates Inc	12/18/2019	1,812.50
12139	MEL Science Ltd	12/18/2019	596.80
12140	Miss Kylee's Piano Studio	12/18/2019	1,025.00
12141	Monica Tamayo	12/18/2019	229.68
12142	Moving Beyond the Page	12/18/2019	365.37
12143	MoxieBox Art, Inc	12/18/2019	602.32
12144	Mr. D Math	12/18/2019	487.00
12145	Murrieta Dance Project	12/18/2019	1,470.00
12146	Murrieta Makos Swim Team	12/18/2019	330.00
12147	Murrieta Tennis Club	12/18/2019	774.00
12148	Murrieta Friday Night Lights	12/18/2019	215.00
12149	My Music School	12/18/2019	270.00
12150	My Sewing Room	12/18/2019	415.60
12151	Noelle Catiller Voice Studio	12/18/2019	384.00
12152	Norris Performing Arts Center	12/18/2019	3,000.00
12153	On Stage Production Company	12/18/2019	395.00
12154	Outschool, Inc.	12/18/2019	171.00
12155	Paz Christine Cecilio	12/18/2019	405.00
12156	Play-Well TEKnologies	12/18/2019	3,956.25
12157	Pony Hayvin Ranch	12/18/2019	7,048.00
12158	Preciosa Strings & Chamber Orchestra	12/18/2019	1,335.00
12159	Void	12/18/2019	Void
12160	Rainbow Resource Center	12/18/2019	7,823.08
12161	Rebekah Holt	12/18/2019	240.00
12162	Redlands Gymnastics Club	12/18/2019	430.00
12163	Redline Athletics	12/18/2019	2,267.00
12164	Reshma Solbach	12/18/2019	1,487.50
12165	Rise Jiu Jitsu	12/18/2019	830.00
12166	Robert Chapman	12/18/2019	480.00
12167	Robinson Tutoring and Consulting LLC	12/18/2019	330.00
12168	Rochelle Giordano	12/18/2019	480.00
12169	Rock Fitness Gym	12/18/2019	2,805.00
12170	Rockstars of Tomorrow	12/18/2019	5,130.00
12171	Rockstars of Tomorrow Riverside	12/18/2019	595.00
12172	Rubke-Foxworth Music Studio	12/18/2019	360.00
12173	Ryan D McEachen	12/18/2019	185.00
12174	Sally Piano Music	12/18/2019	507.00
12175	School of Rock Temecula	12/18/2019	283.50
12176	Sektor Corona LLC	12/18/2019	1,500.00

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### Check Register

For the Period Ended December 31, 2019

Check Number	Vendor Name	Check Date	Check Amount
12177	SenseAbilities	12/18/2019	8,968.50
12178	Sharalee Boyer	12/18/2019	720.00
12179	Singapore Math, Inc.	12/18/2019	345.06
12180	SoCal STEM LLC	12/18/2019	2,454.00
12181	Steffanie Swenson	12/18/2019	168.75
12182	Steven L. Adamiak	12/18/2019	500.00
12183	Tanya Murguia Yoga	12/18/2019	510.00
12184	Taylor Karate	12/18/2019	109.00
12185	Teacher Synergy, LLC	12/18/2019	103.93
12186	Teaching Textbooks	12/18/2019	361.56
12187	Temecula Clay	12/18/2019	2,984.00
12188	Temecula Music Teacher, LLC	12/18/2019	2,653.95
12189	Temecula Strings	12/18/2019	1,063.00
12190	Temecula Tritons Swim Club	12/18/2019	750.00
12191	The Gymnastics Academy	12/18/2019	870.00
12192	The Lampo Group, LLC	12/18/2019	192.47
12193	The Regents of the University of California	12/18/2019	281.25
12194	Think Outside, LLC	12/18/2019	441.35
12195	Tiger Rock Martial Arts of the Valley	12/18/2019	534.00
12196	Timberdoodle.com	12/18/2019	1,911.59
12197	Time4Writing.com	12/18/2019	119.00
12198	Tina Escobar	12/18/2019	360.00
12199	Tomoko Yoda-Compilati	12/18/2019	52.00
12200	Total Impact Martial Arts	12/18/2019	720.00
12201	Touch-it Productions	12/18/2019	330.00
12202	Trinity Martial Arts Skills Academy	12/18/2019	313.00
12203	Trinity Therapeutic Riding Center	12/18/2019	1,150.00
12204	Twist N U	12/18/2019	865.00
12205	Vickey Boone	12/18/2019	150.00
12206	WM Music Lessons	12/18/2019	240.00
12207	WM Tutoring Services	12/18/2019	225.00
12208	Yvette Mojarro	12/18/2019	160.00
12209	Temecula Chess Club	12/18/2019	200.00
12210	Leaps & Bounds Pediatric Therapy	12/19/2019	1,190.00
12211	Learn Grow Sparkle Prosper	12/19/2019	488.00
12212	Franchise Tax Board	12/20/2019	428.24
12213	Discovery of Learning, LLC	12/20/2019	560.00
12214	Norris Performing Arts Center	12/20/2019	5,700.00
12215	A Tree of Knowledge Educational Services, Inc	12/26/2019	1,800.81
12216	Academy of Ballet Arts	12/26/2019	5,362.57
12217	Achieve Inc.	12/26/2019	180.00
12218	Activities for Learning Inc.	12/26/2019	754.31
12219	Amanda Neira	12/26/2019	360.00

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### Check Register

For the Period Ended December 31, 2019

Check Number	Vendor Name	Check Date	Check Amount
12220	American Learning Centers (Jeff Macias)	12/26/2019	2,040.00
12221	Angela Froistad	12/26/2019	102.17
12222	ATC Martial Arts	12/26/2019	696.00
12223	Barbara Ernst Ankele	12/26/2019	560.00
12224	Beaumont Unified School District	12/26/2019	80,519.15
12225	Bernadette Ranalli	12/26/2019	655.00
12226	Bionerds, Inc	12/26/2019	160.00
12227	Blossom Hill Ranch	12/26/2019	300.00
12228	BookShark	12/26/2019	248.79
12229	Brain Builders STEM Education	12/26/2019	350.00
12230	Brenda Barnett	12/26/2019	170.00
12231	Brittany Greer	12/26/2019	1,470.00
12232	Caustics Digital Academy	12/26/2019	515.42
12233	Christina Ranes	12/26/2019	2,200.00
12234	Christine Essex, M.S., CCC-SLP	12/26/2019	1,080.00
12235	Circle City Enrichment Center	12/26/2019	400.00
12236	City of Menifee	12/26/2019	65.00
12237	Club Z In-Home Tutoring	12/26/2019	860.00
12238	Coachella Valley Judo LLC	12/26/2019	1,740.00
12239	Coachella Valley Lighthouse	12/26/2019	400.00
12240	Coachella Valley Music Therapy	12/26/2019	90.00
12241	Creative Brain Learning/ Music Star	12/26/2019	1,500.00
12242	D.D. & S Learning Systems dba Sylvan Learnin	12/26/2019	52.00
12243	Dance with Miss Lindsay	12/26/2019	57.00
12244	De Angelo's Music	12/26/2019	570.00
12245	Debra Hardman	12/26/2019	2,200.00
12246	Desert Occupational Therapy for Kids	12/26/2019	1,320.00
12247	Diana Maraauri	12/26/2019	55.00
12248	Donald A Jensen	12/26/2019	120.00
12249	Dorothy Morden	12/26/2019	260.00
12250	Dover Publications	12/26/2019	50.54
12251	Drama Kids Intl. Temecula Valley	12/26/2019	1,400.00
12252	Drive Happy	12/26/2019	420.00
12253	E-Therapy, LLC	12/26/2019	3,558.25
12254	Eden Learning Academy, Inc	12/26/2019	457.00
12255	eLuma LLC	12/26/2019	16,238.18
12256	EMH Sports USA, Inc.	12/26/2019	3,315.00
12257	Enjoy the Journey Piano	12/26/2019	200.00
12258	Erina Kindreich, Hope for Reading	12/26/2019	405.00
12259	Explorer Field Trips	12/26/2019	2,513.00
12260	F.A.M.E., Fine Arts Music and Education	12/26/2019	375.00
12261	Family YMCA of the Desert	12/26/2019	200.00
12262	Fight Syndicate Mixed Martial Arts	12/26/2019	575.00

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### Check Register

For the Period Ended December 31, 2019

Check Number	Vendor Name	Check Date	Check Amount
12263	Final Strike Martial Arts	12/26/2019	317.31
12264	Firestorm Freerunning and Acrobatics - Galax	12/26/2019	160.00
12265	FMASCHOOL	12/26/2019	450.00
12266	Frances Nunez	12/26/2019	582.00
12267	Francoise Van Der Linde	12/26/2019	960.00
12268	French Valley Swim	12/26/2019	200.00
12269	Friends of Leaps & Bounds	12/26/2019	880.00
12270	Friends of Willow Tree	12/26/2019	4,278.00
12271	GamED Academy LLC	12/26/2019	68.85
12272	Giordano's ATA Martial Arts	12/26/2019	486.00
12273	Gloshyne Entertainment	12/26/2019	150.00
12274	Gracie Humaita Hemet	12/26/2019	1,720.00
12275	Green Acres Ranch, Inc	12/26/2019	805.00
12276	Gregoire Combatives	12/26/2019	565.00
12277	Growing Minds, LLC	12/26/2019	120.00
12278	Gymnastics Pacifica	12/26/2019	216.00
12279	HCR Performance Horses	12/26/2019	360.00
12280	Healthy Fit Kids	12/26/2019	220.00
12281	Heather Smith-Valley Coast Running & Fitness	12/26/2019	460.00
12282	Heavens Ranch Rescue	12/26/2019	495.00
12283	Herencia Mariachi Academy	12/26/2019	250.00
12284	Hiddleston Listening, Language, and Speech C	12/26/2019	1,350.00
12285	History Unboxed LLC	12/26/2019	260.61
12286	Hooves of Laguna Springs	12/26/2019	1,840.00
12287	ICC	12/26/2019	480.00
12288	Infant Aquatics Temecula	12/26/2019	5,605.00
12289	Inland Empire Musical Arts	12/26/2019	4,392.09
12290	Institute for Excellence in Writing	12/26/2019	37.54
12291	Ishary Corp	12/26/2019	140.00
12292	ISHARY CORP (dba Kumon of Murrieta-Centra	12/26/2019	4,725.00
12293	Jacalyn Behrends	12/26/2019	1,785.00
12294	Jamie Munoz	12/26/2019	80.00
12295	Jan Martin	12/26/2019	320.00
12296	JDI Dance Company	12/26/2019	1,950.00
12297	Jo Lynn Fitzgerald	12/26/2019	420.00
12298	John Henny Productions	12/26/2019	1,400.00
12299	Julie Gatlin	12/26/2019	100.00
12300	Karol Rivera	12/26/2019	14.00
12301	Kathleen Crady	12/26/2019	1,375.00
12302	Kathleen Elliott	12/26/2019	480.00
12303	Kid's Club Spanish School, LLC	12/26/2019	455.00
12304	Kihon MMA	12/26/2019	997.50
12305	Kim's Taekwondo Institute	12/26/2019	725.00



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### Check Register

For the Period Ended December 31, 2019

Check Number	Vendor Name	Check Date	Check Amount
12306	Kitrick Taylor	12/26/2019	850.00
12307	KiwiCo, Inc	12/26/2019	542.07
12308	Kumon	12/26/2019	450.00
12309	Kumon of Ontario	12/26/2019	480.00
12310	Lakeshore	12/26/2019	520.72
12311	Law Office of Jennifer McQuarrie	12/26/2019	1,078.00
12312	Learn Piano Live	12/26/2019	249.00
12313	Learning With Apples	12/26/2019	1,774.00
12314	Learning Without Tears	12/26/2019	167.44
12315	Leslie Eccles	12/26/2019	4,000.00
12316	Lisa Siebelink	12/26/2019	456.00
12317	Little Passports	12/26/2019	110.60
12318	Logic of English	12/26/2019	299.18
12319	Loving Learning	12/26/2019	1,036.00
12320	Mark Ranck	12/26/2019	450.00
12321	Mary L. Avery	12/26/2019	450.00
12322	Math-U-See Inc.	12/26/2019	544.00
12323	Mathnasium of Corona	12/26/2019	411.50
12324	Mathnasium of Eastvale	12/26/2019	2,422.00
12325	Mathnasium of Temecula	12/26/2019	1,040.00
12326	McColgan & Associates Inc	12/26/2019	4,277.25
12327	McCoy Rigby Arts, Inc	12/26/2019	58.00
12328	MEL Science Ltd	12/26/2019	1,947.40
12329	Melissa Lamberth	12/26/2019	1,300.00
12330	Melissa Slezak, IEW	12/26/2019	1,170.00
12331	Miss Kylee's Piano Studio	12/26/2019	550.00
12332	Miss Sue's Dance Company	12/26/2019	1,449.00
12333	Moo Yea Do Martial Arts Center	12/26/2019	597.00
12334	Morey's Music Store, Inc.	12/26/2019	228.87
12335	Moving Beyond the Page	12/26/2019	1,100.89
12336	Murrieta Dance Project	12/26/2019	130.00
12337	Murrieta Friday Night Lights	12/26/2019	215.00
12338	Murrieta Makos Swim Team	12/26/2019	330.00
12339	My Gym Palm Desert	12/26/2019	1,455.00
12340	My Gym Temecula	12/26/2019	207.00
12341	Nancy Cromeey	12/26/2019	1,800.00
12342	Nichols Speech, Inc.	12/26/2019	8,915.00
12343	Ninenine Jiu-Jitsu	12/26/2019	1,775.00
12344	Nzingha Newton	12/26/2019	235.00
12345	Old Town Artisan Studios	12/26/2019	1,035.00
12346	On Pointe Dance Studio	12/26/2019	545.00
12347	Optimum Stages of Learning Homeschool Ser	12/26/2019	701.90
12348	Outschool, Inc.	12/26/2019	260.00



## Mission Vista Academy

### Check Register

For the Period Ended December 31, 2019

Check Number	Vendor Name	Check Date	Check Amount
12349	Outside the Box Creation	12/26/2019	297.65
12350	Patney LLC	12/26/2019	156.00
12351	Paz Christine Cecilio	12/26/2019	184.00
12352	Peace Hill Press, Inc. dba Well Trained Mind P	12/26/2019	52.95
12353	Penny Smith	12/26/2019	240.00
12354	Petra Poschmann	12/26/2019	220.00
12355	Philip Baisch	12/26/2019	455.00
12356	Play-Well TEKnologies	12/26/2019	300.00
12357	Pony Hayvin Ranch	12/26/2019	5,025.00
12358	PowerKids Center	12/26/2019	4,574.74
12359	Psalm 33 Music	12/26/2019	495.00
12360	Raegan Wolff	12/26/2019	250.00
12361	Rainbow Resource Center	12/26/2019	343.63
12362	Redline Athletics	12/26/2019	683.99
12363	Robin Dapper	12/26/2019	450.00
12364	Rockstars of Tomorrow Riverside	12/26/2019	435.00
12365	Rosemary Sorola	12/26/2019	345.00
12366	Russ Miura's Subfighter	12/26/2019	225.00
12367	Sally Piano Music	12/26/2019	240.00
12368	Sandals Church	12/26/2019	560.00
12369	SC Krav Maga, Inc.	12/26/2019	75.00
12370	SCEGA Gymnastics	12/26/2019	2,182.76
12371	School of Rock Temecula	12/26/2019	179.10
12372	Second City Los Angeles Inc.	12/26/2019	280.00
12373	Self Defense Fit Lab, Inc.	12/26/2019	1,035.00
12374	SoCal Homeschool Adventures	12/26/2019	1,136.59
12375	Solidarity Farm	12/26/2019	400.00
12376	Starfall Education Foundation	12/26/2019	70.00
12377	STEAM Academy LLC	12/26/2019	120.00
12378	Stephanie Reyes	12/26/2019	75.00
12379	Steven L. Adamiak	12/26/2019	275.00
12380	Studies Weekly	12/26/2019	129.98
12381	Study.com LLC	12/26/2019	179.97
12382	T.H.E. Center INC	12/26/2019	800.00
12383	Tanja Baker	12/26/2019	1,560.00
12384	Teacher Synergy, LLC	12/26/2019	236.39
12385	Temecula Homeschool Enrichment Camp	12/26/2019	650.00
12386	Temecula Music Teacher, LLC	12/26/2019	6,672.99
12387	The Collective Movements	12/26/2019	130.00
12388	The Gymnastics Academy	12/26/2019	1,350.00
12389	The Music School	12/26/2019	308.00
12390	Timberdoodle.com	12/26/2019	2,895.91
12391	Tina Escobar	12/26/2019	60.00

## Mission Vista Academy

### Check Register

For the Period Ended December 31, 2019

Check Number	Vendor Name	Check Date	Check Amount
12392	TSW Therapy, Inc	12/26/2019	828.75
12393	Twist N U	12/26/2019	3,114.00
12394	United States Karate Organization, Inc	12/26/2019	240.00
12395	Up & Movin'	12/26/2019	1,967.50
12396	Valley-Wide Elite Gymnastics	12/26/2019	2,871.82
12397	Victoria Gramm	12/26/2019	645.00
12398	Victoria's Simply Dancing	12/26/2019	220.00
12399	West Coast Krav Maga - Murrieta	12/26/2019	426.00
12400	West Coast Krav Maga Murrieta	12/26/2019	1,576.28
12401	West Coast Krav Maga Temecula	12/26/2019	1,065.00
12402	Wilson Gabriel Fajardo Molina	12/26/2019	600.00
12403	WM Music Lessons	12/26/2019	2,382.00
12404	Write On Webb	12/26/2019	697.25
12405	WriteShop	12/26/2019	145.04
12406	Zach Bell	12/26/2019	365.00

**Total Disbursements Issued in December**    **\$    1,339,010.34**

**Mission Vista Academy**
**Accounts Payable Aging**

For the Period Ended December 31, 2019

Vendor Name	Invoice/Credit Number	Invoice Date	Date Due	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total
A Brighter Child, Inc	52209	12/11/2019	1/10/2020	\$ 92	\$ -	\$ -	\$ -	\$ -	\$ 92
Activities for Learning Inc.	379269	12/6/2019	1/5/2020	100	-	-	-	-	100
Activities for Learning Inc.	379270	12/6/2019	1/5/2020	95	-	-	-	-	95
Activities for Learning Inc.	379287	12/9/2019	1/8/2020	48	-	-	-	-	48
All About Learning Press, Inc.	901363	11/13/2019	1/12/2020	155	-	-	-	-	155
All About Learning Press, Inc.	901364	11/13/2019	1/12/2020	155	-	-	-	-	155
All About Learning Press, Inc.	901365	11/13/2019	1/12/2020	179	-	-	-	-	179
All About Learning Press, Inc.	901368	11/13/2019	1/12/2020	227	-	-	-	-	227
All About Learning Press, Inc.	901386	11/18/2019	1/17/2020	229	-	-	-	-	229
All About Learning Press, Inc.	901425	11/25/2019	1/24/2020	76	-	-	-	-	76
All About Learning Press, Inc.	901426	11/25/2019	1/24/2020	206	-	-	-	-	206
All About Learning Press, Inc.	901428	11/25/2019	1/24/2020	51	-	-	-	-	51
All About Learning Press, Inc.	901430	11/25/2019	1/24/2020	180	-	-	-	-	180
All About Learning Press, Inc.	901476	12/5/2019	2/3/2020	129	-	-	-	-	129
All About Learning Press, Inc.	901496	12/5/2019	2/3/2020	97	-	-	-	-	97
All About Learning Press, Inc.	901498	12/5/2019	2/3/2020	55	-	-	-	-	55
All About Learning Press, Inc.	901501	12/5/2019	2/3/2020	294	-	-	-	-	294
All About Learning Press, Inc.	901513	12/9/2019	2/7/2020	70	-	-	-	-	70
And All That Jazz! PAC	0066	12/5/2019	1/4/2020	245	-	-	-	-	245
And All That Jazz! PAC	0067	12/5/2019	1/4/2020	288	-	-	-	-	288
And All That Jazz! PAC	0068	12/5/2019	1/4/2020	735	-	-	-	-	735
And All That Jazz! PAC	0069	12/5/2019	1/4/2020	390	-	-	-	-	390
Beaumont Unified School District	2020 / 25	9/25/2019	10/25/2019	322,077	-	-	-	-	322,077
Beautiful Feet Books, Inc.	11366	11/11/2019	1/10/2020	153	-	-	-	-	153
Beautiful Feet Books, Inc.	11401	12/2/2019	1/31/2020	136	-	-	-	-	136
Beautiful Feet Books, Inc.	11413	12/5/2019	2/3/2020	277	-	-	-	-	277
Bigfoot Graphics	120519	12/5/2019	1/4/2020	730	-	-	-	-	730
Bitsbox	2405	12/6/2019	2/4/2020	455	-	-	-	-	455
BookShark	30980397	12/2/2019	1/1/2020	482	-	-	-	-	482
BookShark	30980578	12/3/2019	1/2/2020	54	-	-	-	-	54
BookShark	30980582	12/3/2019	1/2/2020	39	-	-	-	-	39
BookShark	30980606	12/4/2019	1/3/2020	32	-	-	-	-	32
BookShark	30980697	12/5/2019	1/4/2020	186	-	-	-	-	186
Brittany Greer	1032	11/8/2019	12/8/2019	140	-	-	-	-	140
BST Fitness/CrossFit Temecula	1004	12/13/2019	1/12/2020	145	-	-	-	-	145
BST Fitness/CrossFit Temecula	1005	12/13/2019	1/12/2020	100	-	-	-	-	100
BST Fitness/CrossFit Temecula	1006	12/13/2019	1/12/2020	190	-	-	-	-	190
BST Fitness/CrossFit Temecula	1007	12/13/2019	1/12/2020	90	-	-	-	-	90
BST Fitness/CrossFit Temecula	1008	12/13/2019	1/12/2020	45	-	-	-	-	45
BST Fitness/CrossFit Temecula	1009	12/13/2019	1/12/2020	180	-	-	-	-	180
California Music Studios	FH2412 Carmona - Dec	12/6/2019	1/5/2020	1,320	-	-	-	-	1,320
Carlson Gracie Wine Country	9	12/11/2019	1/10/2020	702	-	-	-	-	702
City of Menifee	12122019	12/12/2019	1/11/2020	115	-	-	-	-	115
Club Champion Gymnastics	222	11/6/2019	12/6/2019	190	-	-	-	-	190
Coachella Valley Music Therapy	564	12/12/2019	1/11/2020	30	-	-	-	-	30

## Mission Vista Academy

### Accounts Payable Aging

For the Period Ended December 31, 2019

Vendor Name	Invoice/Credit Number	Invoice Date	Date Due	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total
Coachella Valley Music Therapy	565	12/12/2019	1/11/2020	30	-	-	-	-	30
Cruz Language Academy	70	12/5/2019	1/4/2020	250	-	-	-	-	250
Diana Marauri	3116	12/17/2019	1/16/2020	100	-	-	-	-	100
Dorothy Morden	3 A	12/4/2019	1/3/2020	600	-	-	-	-	600
Drawn2Art	57	12/1/2019	12/31/2019	191	-	-	-	-	191
Eden Learning Academy, Inc	1232	12/3/2019	1/2/2020	261	-	-	-	-	261
Eden Learning Academy, Inc	1233	12/3/2019	1/2/2020	1,250	-	-	-	-	1,250
Eden Learning Academy, Inc	1234	12/3/2019	1/2/2020	1,200	-	-	-	-	1,200
Eden Learning Academy, Inc	1317	12/1/2019	12/31/2019	75	-	-	-	-	75
El Camino Ranch, LLC	00107	11/16/2019	12/16/2019	325	-	-	-	-	325
EMH Sports USA, Inc.	3576-369382-11	11/27/2019	12/27/2019	2,581	-	-	-	-	2,581
Fight Syndicate Mixed Martial Arts	221065	12/11/2019	1/10/2020	450	-	-	-	-	450
Gracie Humaita Hemet	105	12/5/2019	1/4/2020	396	-	-	-	-	396
Gracie Humaita Hemet	106	12/5/2019	1/4/2020	146	-	-	-	-	146
Gracie Humaita Hemet	107	12/11/2019	1/10/2020	100	-	-	-	-	100
Gracie Humaita Hemet	108	12/11/2019	1/10/2020	100	-	-	-	-	100
Gracie Humaita Hemet	109	12/11/2019	1/10/2020	84	-	-	-	-	84
Gracie Humaita Hemet	110	12/11/2019	1/10/2020	297	-	-	-	-	297
Gracie Humaita Hemet	112	12/11/2019	1/10/2020	207	-	-	-	-	207
Gymnastics Pacifica	MC012020	12/4/2019	1/3/2020	360	-	-	-	-	360
Gymnastics Pacifica	MC122019	12/4/2019	1/3/2020	360	-	-	-	-	360
Home Science Tools	960923A	11/11/2019	1/10/2020	143	-	-	-	-	143
Home Science Tools	961665A	11/13/2019	1/12/2020	55	-	-	-	-	55
Home Science Tools	968314A	12/6/2019	2/4/2020	143	-	-	-	-	143
Home Science Tools	968315A	12/9/2019	2/7/2020	84	-	-	-	-	84
Home Science Tools	968316A	12/9/2019	2/7/2020	28	-	-	-	-	28
Icetown	003-MVA	12/4/2019	1/3/2020	460	-	-	-	-	460
Institute for Excellence in Writing	634177	12/10/2019	1/10/2020	22	-	-	-	-	22
Institute for Excellence in Writing	634246	12/12/2019	1/12/2020	93	-	-	-	-	93
Intensity Athletics	137	12/2/2019	1/1/2020	215	-	-	-	-	215
Kimberly Nash	35	12/2/2019	1/1/2020	320	-	-	-	-	320
KiwiCo, Inc	ST-IFADDJ2Q	12/5/2019	1/19/2020	65	-	-	-	-	65
LEGO Education	1190408754	11/13/2019	1/12/2020	136	-	-	-	-	136
LEGO Education	1190408755	11/13/2019	1/12/2020	130	-	-	-	-	130
LEGO Education	1190408756	11/13/2019	1/12/2020	103	-	-	-	-	103
LEGO Education	1190413437	12/16/2019	2/14/2020	321	-	-	-	-	321
Let's Communicate, Inc	25538	11/29/2019	12/29/2019	815	-	-	-	-	815
Mark Ranck	1	11/29/2019	12/29/2019	75	-	-	-	-	75
Masterminds Circle Inc.	Inspire July/Aug'19	11/5/2019	12/5/2019	145	-	-	-	-	145
Math-U-See Inc.	0587262-IN	11/11/2019	1/10/2020	151	-	-	-	-	151
Math-U-See Inc.	0587601-IN	11/13/2019	1/12/2020	174	-	-	-	-	174
Math-U-See Inc.	0587603-IN	11/13/2019	1/12/2020	55	-	-	-	-	55
Math-U-See Inc.	0587604-IN	11/13/2019	1/12/2020	68	-	-	-	-	68
Math-U-See Inc.	0587616-IN	11/13/2019	1/12/2020	68	-	-	-	-	68
Math-U-See Inc.	0587703-IN	11/13/2019	1/12/2020	116	-	-	-	-	116
Math-U-See Inc.	0587706-IN	11/13/2019	1/12/2020	213	-	-	-	-	213

# Mission Vista Academy

## Accounts Payable Aging

For the Period Ended December 31, 2019

Vendor Name	Invoice/Credit Number	Invoice Date	Date Due	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total
Math-U-See Inc.	0587733-IN	11/14/2019	1/13/2020	193	-	-	-	-	193
Math-U-See Inc.	0587919-CM	11/15/2019	1/14/2020	(51)	-	-	-	-	(51)
Math-U-See Inc.	0588125-IN	11/19/2019	1/18/2020	174	-	-	-	-	174
Math-U-See Inc.	0588126-IN	11/19/2019	1/18/2020	68	-	-	-	-	68
Math-U-See Inc.	0588129-IN	11/19/2019	1/18/2020	116	-	-	-	-	116
Math-U-See Inc.	0588133-IN	11/19/2019	1/18/2020	202	-	-	-	-	202
Math-U-See Inc.	0588210-IN	11/19/2019	1/18/2020	250	-	-	-	-	250
Math-U-See Inc.	0589225-IN	12/4/2019	2/2/2020	166	-	-	-	-	166
Math-U-See Inc.	0589250-IN	12/4/2019	2/2/2020	56	-	-	-	-	56
Math-U-See Inc.	0589376-IN	12/6/2019	2/4/2020	158	-	-	-	-	158
Math-U-See Inc.	0589381-IN	12/6/2019	2/4/2020	116	-	-	-	-	116
Math-U-See Inc.	0589386-IN	12/6/2019	2/4/2020	122	-	-	-	-	122
Math-U-See Inc.	0589387-IN	12/6/2019	2/4/2020	193	-	-	-	-	193
Math-U-See Inc.	0589457-IN	12/9/2019	2/7/2020	149	-	-	-	-	149
Mathnasium of Corona	MVA-12	12/10/2019	1/9/2020	112	-	-	-	-	112
MEL Science Ltd	AJ201912111	12/11/2019	1/10/2020	100	-	-	-	-	100
MEL Science Ltd	AJ201912112	12/11/2019	1/10/2020	298	-	-	-	-	298
MEL Science Ltd	RH2019121010	12/10/2019	1/9/2020	377	-	-	-	-	377
MEL Science Ltd	XK201912105	12/10/2019	1/9/2020	298	-	-	-	-	298
Michelle Clymer	002	12/11/2019	1/10/2020	810	-	-	-	-	810
Moving Beyond the Page	209107	12/10/2019	1/9/2020	864	-	-	-	-	864
Moving Beyond the Page	209108	12/10/2019	1/9/2020	523	-	-	-	-	523
Moving Beyond the Page	209110	12/10/2019	1/9/2020	375	-	-	-	-	375
Moving Beyond the Page	209111	12/10/2019	1/9/2020	366	-	-	-	-	366
Moving Beyond the Page	209115	12/10/2019	1/9/2020	859	-	-	-	-	859
Moving Beyond the Page	209116	12/10/2019	1/9/2020	924	-	-	-	-	924
Moving Beyond the Page	209122	12/11/2019	1/10/2020	145	-	-	-	-	145
Moving Beyond the Page	209125	12/11/2019	1/10/2020	14	-	-	-	-	14
Moving Beyond the Page	209136	12/11/2019	1/10/2020	179	-	-	-	-	179
MoxieBox Art, Inc	5415	12/11/2019	1/10/2020	151	-	-	-	-	151
Nicole Thomas	2119	12/6/2019	1/5/2020	49	-	-	-	-	49
Nicole Thomas	2125	12/6/2019	1/5/2020	79	-	-	-	-	79
Off the Grid Movement	2	11/3/2019	12/3/2019	190	-	-	-	-	190
On Pointe Dance Studio	189	12/4/2019	1/3/2020	60	-	-	-	-	60
On Pointe Dance Studio	190	12/4/2019	1/3/2020	465	-	-	-	-	465
On Pointe Dance Studio	191	12/5/2019	1/4/2020	285	-	-	-	-	285
Optimum Stages of Learning Homeschool Servi	010	12/9/2019	1/8/2020	2,017	-	-	-	-	2,017
PandaTree, Inc.	0047	12/11/2019	1/10/2020	240	-	-	-	-	240
Paula Barber	2019-FALL05	11/14/2019	12/14/2019	979	-	-	-	-	979
Peace Hill Press, Inc. dba Well Trained Mind Pre	51684	12/10/2019	1/9/2020	87	-	-	-	-	87
Peace Hill Press, Inc. dba Well Trained Mind Pre	51685	12/10/2019	1/9/2020	39	-	-	-	-	39
Rainbow Resource Center	2782512	10/10/2019	1/11/2020	47	-	-	-	-	47
Rainbow Resource Center	2782775	10/10/2019	1/11/2020	93	-	-	-	-	93
Rainbow Resource Center	2797067	11/7/2019	1/6/2020	32	-	-	-	-	32
Rainbow Resource Center	2797072	11/7/2019	1/6/2020	53	-	-	-	-	53
Rainbow Resource Center	2797087	11/7/2019	1/6/2020	87	-	-	-	-	87

# Mission Vista Academy

## Accounts Payable Aging

For the Period Ended December 31, 2019

Vendor Name	Invoice/Credit Number	Invoice Date	Date Due	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total
Rainbow Resource Center	2797091	11/7/2019	1/6/2020	115	-	-	-	-	115
Rainbow Resource Center	2797092	11/7/2019	1/6/2020	116	-	-	-	-	116
Rainbow Resource Center	2797094	11/7/2019	1/6/2020	116	-	-	-	-	116
Rainbow Resource Center	2797095	11/7/2019	1/6/2020	41	-	-	-	-	41
Rainbow Resource Center	2797127	11/7/2019	1/6/2020	242	-	-	-	-	242
Rainbow Resource Center	2797373	11/8/2019	1/7/2020	99	-	-	-	-	99
Rainbow Resource Center	2798114	11/11/2019	1/10/2020	168	-	-	-	-	168
Rainbow Resource Center	2798117	11/11/2019	1/10/2020	115	-	-	-	-	115
Rainbow Resource Center	2798119	11/11/2019	1/10/2020	128	-	-	-	-	128
Rainbow Resource Center	2798196	11/11/2019	1/10/2020	30	-	-	-	-	30
Rainbow Resource Center	2798220	11/11/2019	1/10/2020	96	-	-	-	-	96
Rainbow Resource Center	2798340	11/11/2019	1/10/2020	30	-	-	-	-	30
Rainbow Resource Center	2798483	11/12/2019	1/11/2020	253	-	-	-	-	253
Rainbow Resource Center	2798486	11/12/2019	1/11/2020	81	-	-	-	-	81
Rainbow Resource Center	2799289	11/12/2019	1/11/2020	180	-	-	-	-	180
Rainbow Resource Center	2799293	11/12/2019	1/11/2020	105	-	-	-	-	105
Rainbow Resource Center	2799298	11/12/2019	1/11/2020	270	-	-	-	-	270
Rainbow Resource Center	2799797	11/13/2019	1/12/2020	120	-	-	-	-	120
Rainbow Resource Center	2800449	11/14/2019	1/13/2020	59	-	-	-	-	59
Rainbow Resource Center	2800467	11/14/2019	1/13/2020	16	-	-	-	-	16
Rainbow Resource Center	2800469	11/14/2019	1/13/2020	21	-	-	-	-	21
Rainbow Resource Center	2800472	11/14/2019	1/13/2020	282	-	-	-	-	282
Rainbow Resource Center	2800480	11/14/2019	1/13/2020	221	-	-	-	-	221
Rainbow Resource Center	2800487	11/14/2019	1/13/2020	257	-	-	-	-	257
Rainbow Resource Center	2800492	11/14/2019	1/13/2020	44	-	-	-	-	44
Rainbow Resource Center	2800495	11/14/2019	1/13/2020	85	-	-	-	-	85
Rainbow Resource Center	2800498	11/14/2019	1/13/2020	30	-	-	-	-	30
Rainbow Resource Center	2800612	11/14/2019	1/13/2020	218	-	-	-	-	218
Rainbow Resource Center	2800614	11/14/2019	1/13/2020	41	-	-	-	-	41
Rainbow Resource Center	2800615	11/14/2019	1/13/2020	32	-	-	-	-	32
Rainbow Resource Center	2800616	11/14/2019	1/13/2020	32	-	-	-	-	32
Rainbow Resource Center	2800729	11/15/2019	1/14/2020	37	-	-	-	-	37
Rainbow Resource Center	2800911	11/15/2019	1/14/2020	29	-	-	-	-	29
Rainbow Resource Center	2800971	11/15/2019	1/14/2020	63	-	-	-	-	63
Rainbow Resource Center	2800973	11/15/2019	1/14/2020	83	-	-	-	-	83
Rainbow Resource Center	2801038	11/15/2019	1/14/2020	91	-	-	-	-	91
Rainbow Resource Center	2801557	11/18/2019	1/17/2020	84	-	-	-	-	84
Rainbow Resource Center	2802099	11/19/2019	1/18/2020	89	-	-	-	-	89
Rainbow Resource Center	2802157	11/19/2019	1/18/2020	142	-	-	-	-	142
Rainbow Resource Center	2802161	11/19/2019	1/18/2020	150	-	-	-	-	150
Rainbow Resource Center	2803256	11/20/2019	1/19/2020	56	-	-	-	-	56
Rainbow Resource Center	2803257	11/20/2019	1/19/2020	67	-	-	-	-	67
Rainbow Resource Center	2803260	11/20/2019	1/19/2020	161	-	-	-	-	161
Rainbow Resource Center	2803330	11/20/2019	1/19/2020	17	-	-	-	-	17
Rainbow Resource Center	2804127	11/21/2019	1/20/2020	127	-	-	-	-	127
Rainbow Resource Center	2804150	11/21/2019	1/20/2020	42	-	-	-	-	42



# Mission Vista Academy

## Accounts Payable Aging

For the Period Ended December 31, 2019

Vendor Name	Invoice/Credit Number	Invoice Date	Date Due	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total
Rainbow Resource Center	2806829	11/27/2019	1/26/2020	77	-	-	-	-	77
Rainbow Resource Center	2807566	12/2/2019	1/31/2020	153	-	-	-	-	153
Rainbow Resource Center	2809345	12/3/2019	2/1/2020	190	-	-	-	-	190
Rainbow Resource Center	2809347	12/3/2019	2/1/2020	645	-	-	-	-	645
Rainbow Resource Center	2810583	12/3/2019	2/1/2020	138	-	-	-	-	138
Rainbow Resource Center	2810756	12/3/2019	2/1/2020	333	-	-	-	-	333
Rainbow Resource Center	2811093	12/4/2019	2/2/2020	32	-	-	-	-	32
Rainbow Resource Center	2811247	12/4/2019	2/2/2020	226	-	-	-	-	226
Reading with TLC	7310	12/11/2019	1/10/2020	251	-	-	-	-	251
Redlands Art Association	RAA120919-2	12/9/2019	1/8/2020	85	-	-	-	-	85
Redlands Gymnastics Club	12052019MVA	12/5/2019	1/4/2020	195	-	-	-	-	195
Redline Athletics	1877	12/4/2019	1/3/2020	200	-	-	-	-	200
Rock Fitness Gym	123192	12/3/2019	1/2/2020	3,035	-	-	-	-	3,035
Rockstars of Tomorrow Riverside	2010	12/15/2019	1/15/2020	145	-	-	-	-	145
Rockstars of Tomorrow Riverside	2014	9/15/2019	1/15/2020	145	-	-	-	-	145
Rockstars of Tomorrow Riverside	2015	10/15/2019	11/15/2019	145	-	-	-	-	145
Rockstars of Tomorrow Riverside	2020	12/15/2019	1/15/2020	135	-	-	-	-	135
Rockstars of Tomorrow Riverside	V2	8/31/2019	9/10/2019	435	-	-	-	-	435
Sally Piano Music	105	11/15/2019	11/25/2019	507	-	-	-	-	507
Sally Piano Music	80	9/17/2019	9/27/2019	55	-	-	-	-	55
School Pathways, LLC	63340	11/30/2019	12/30/2019	3,442	-	-	-	-	3,442
Singapore Math, Inc.	350569	11/7/2019	12/7/2019	200	-	-	-	-	200
Singapore Math, Inc.	350783	12/10/2019	1/9/2020	53	-	-	-	-	53
Singapore Math, Inc.	350784	12/10/2019	1/9/2020	98	-	-	-	-	98
Singapore Math, Inc.	350785	12/10/2019	1/9/2020	66	-	-	-	-	66
Singapore Math, Inc.	350786	12/10/2019	1/9/2020	66	-	-	-	-	66
Singapore Math, Inc.	350788	12/10/2019	1/9/2020	53	-	-	-	-	53
Singapore Math, Inc.	350812	12/10/2019	1/9/2020	62	-	-	-	-	62
Singapore Math, Inc.	350813	12/10/2019	1/9/2020	39	-	-	-	-	39
Singapore Math, Inc.	350814	12/10/2019	1/9/2020	99	-	-	-	-	99
Stephanie Reyes	19490	12/10/2019	1/9/2020	325	-	-	-	-	325
Studies Weekly	288337	12/9/2019	1/8/2020	65	-	-	-	-	65
Studies Weekly	288349	12/9/2019	1/8/2020	33	-	-	-	-	33
Studies Weekly	288460	12/9/2019	1/8/2020	33	-	-	-	-	33
Studies Weekly	288559	12/9/2019	1/8/2020	65	-	-	-	-	65
Studies Weekly	288570	12/9/2019	1/8/2020	65	-	-	-	-	65
Studies Weekly	288572	12/9/2019	1/8/2020	65	-	-	-	-	65

# Mission Vista Academy

## Accounts Payable Aging

For the Period Ended December 31, 2019

Vendor Name	Invoice/Credit Number	Invoice Date	Date Due	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total
Studies Weekly	289302	12/9/2019	1/8/2020	65	-	-	-	-	65
Sue Poole	POOL120119	12/1/2019	12/1/2019	105	-	-	-	-	105
Swim to Shore	1219	12/6/2019	1/5/2020	768	-	-	-	-	768
Teacher Synergy, LLC	106203314	12/9/2019	12/30/2019	36	-	-	-	-	36
Teacher Synergy, LLC	106570265	12/12/2019	1/2/2020	40	-	-	-	-	40
Teacher Synergy, LLC	106580777	12/12/2019	1/2/2020	69	-	-	-	-	69
Teaching Textbooks	25951	12/2/2019	1/1/2020	55	-	-	-	-	55
Teaching Textbooks	25989	12/5/2019	1/4/2020	67	-	-	-	-	67
Teaching Textbooks	25990	12/5/2019	1/4/2020	166	-	-	-	-	166
Teaching Textbooks	26009	12/6/2019	1/5/2020	43	-	-	-	-	43
Teaching Textbooks	26026	12/9/2019	1/8/2020	43	-	-	-	-	43
Teaching Textbooks	26027	12/9/2019	1/8/2020	55	-	-	-	-	55
Teaching Textbooks	26050	12/10/2019	1/9/2020	136	-	-	-	-	136
Teaching Textbooks	26051	12/10/2019	1/9/2020	136	-	-	-	-	136
Teaching Textbooks	26061	12/10/2019	1/9/2020	67	-	-	-	-	67
Teaching Textbooks	26062	12/10/2019	1/9/2020	43	-	-	-	-	43
Temecula Music Academy	27171	12/9/2019	1/8/2020	140	-	-	-	-	140
The Gymnastics Academy	00035	12/7/2019	1/6/2020	75	-	-	-	-	75
Timberdoodle.com	309681	11/7/2019	1/6/2020	67	-	-	-	-	67
Timberdoodle.com	309728	11/8/2019	1/7/2020	1,138	-	-	-	-	1,138
Timberdoodle.com	309737	11/8/2019	1/7/2020	106	-	-	-	-	106
Time4Writing.com	T4W10318	11/14/2019	1/13/2020	119	-	-	-	-	119
Time4Writing.com	T4W10354	11/27/2019	1/26/2020	238	-	-	-	-	238
Tina Escobar	132	12/9/2019	1/8/2020	570	-	-	-	-	570
Total Education Solutions	2253187	11/22/2019	12/22/2019	333	-	-	-	-	333
Touch-it Productions	1013	12/6/2019	1/5/2020	140	-	-	-	-	140
Touch-it Productions	1014	12/6/2019	1/5/2020	60	-	-	-	-	60
Valverde School of Performing Arts	1359	12/20/2019	1/19/2020	158	-	-	-	-	158
West Coast Krav Maga Murrieta	4756A	11/21/2019	12/21/2019	537	-	-	-	-	537
West Coast Krav Maga Temecula	4776	12/9/2019	1/8/2020	147	-	-	-	-	147
World Black Belt Center	006	9/20/2019	10/20/2019	185	-	-	-	-	185
World Black Belt Center	007	9/18/2019	10/18/2019	185	-	-	-	-	185
Total Outstanding Payables				\$ 381,563	\$ -	\$ -	\$ -	\$ -	\$ 381,563



**Mission Vista - Amy Davis - December 2019**

Date	First Name	Last Name	Merchant Name	Amount	Budget	Receipt?	Notes	Scope	Category
12/5/2019	Amy	Davis	Aim Mail Center	(\$13.07)	Mission Vista	Y		Mission Vista	
12/5/2019	Amy	Davis	Marriott	(\$26.00)	Mission Vista	Y		Mission Vista	

**Total**      (\$39.07)

# **MISSION VISTA ACADEMY**

## **CONFLICT OF INTEREST CODE**

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission (FPPC) has adopted a regulation (2 California Code of Regulations §18730) that contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act.

Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby adopted and incorporated by reference. This regulation and the attached Appendices, designating positions and establishing disclosure categories, shall constitute the conflict of interest code for Mission Vista Academy. This code shall take effect when approved by the Riverside County Board of Supervisors, and shall thereupon supersede any and all prior such codes adopted by Mission Vista Academy, but shall supplement any conflict of interest policies adopted in compliance with the laws governing nonprofit corporations.

Individuals holding designated positions shall file statements of economic interests with the Secretary of Mission Vista Academy. Upon receipt of the statements of the members of the Board of Directors, the Secretary shall make and retain copies and forward the originals of these statements to the Clerk of the Riverside County Board of Supervisors. Original statements for all other designated employees shall be retained by the Secretary. All retained statements shall be available for public inspection and reproduction. (Government Code § 81008.)

## APPENDIX A

<u>Designated Positions</u>	<u>Disclosure Category</u>
Members of the Governing Board	1, 2
President/CEO	1, 2
Principal/Superintendent	1,2
Assistant Director(s)	3
Verification Specialists	3
Teachers	3
Regional Coordinators	3
Senior Director of Special Education	3
Regional Director of Special Education	3
Assistant Director of Special Education	3

The Principal or designee may determine in writing that a particular consultant or newly created position as set forth in 2 Cal. Code Regs. § 18219, that makes or participates in the making of decisions that may foreseeably have a material effect on any financial interest is hired to perform a range of duties that is limited in scope and thus the broadest disclosure is not necessary. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Principal or designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code (Government Code § 81008).

## **APPENDIX B**

### **Disclosure Categories**

#### **Category 1 Reporting:**

Designated positions assigned to this category must report:

Interests in real property located in whole or in part within two (2) miles of any facility owned or leased by Mission Vista Academy.

#### **Category 2 Reporting:**

Designated positions assigned to this category must report:

Investments and business positions in business entities or sources of income (including receipt of gifts, loans, and travel payments) from sources that are contractors engaged in the performance of work or services, or sources that manufacture, sell, repair, rent, or distribute school supplies, books, materials, school furnishings, or equipment of the type to be utilized by Mission Vista Academy.

#### **Category 3 Reporting:**

Designated positions assigned to this category must report:

Investments and business positions in business entities or sources of income (including receipt of gifts, loans, and travel payments) from sources that are engaged in the performance of work or services, or sources that manufacture, sell, repair, rent, or distribute school supplies, books, materials, school furnishings, or equipment of the type to be utilized by the designated person's department, including, for example, vendors providing such goods and services to be utilized in the instruction of students.



## Anti–Harassment / Discrimination / Intimidation / Bullying / Retaliation Policy

Mission Vista Academy is committed to ensuring a professional work and learning environment without discrimination, harassment, intimidation, or bullying on the basis of race **or ethnicity (including ancestry, color, ethnic group identification and ethnic background; race is inclusive of traits historically associated with race, including, but not limited to, hair texture and protective hairstyles, which includes, but is not limited to, such hairstyles as braids, locks and twists)**, religious creed (including religious dress and grooming practices), color, national origin (including language use restrictions), immigration status, citizenship status, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex (including pregnancy, childbirth, breastfeeding and medical conditions related to pregnancy or childbirth), gender, gender identity, gender expression, age, sexual orientation, military and veteran status, or association with a person or group with one or more of the aforementioned characteristics or any other legally protected category. Mission Vista Academy prohibits any such discrimination, harassment, intimidation, or bullying.

The purpose of the Mission Vista Academy Governing Board approving this Anti–Harassment/Discrimination/Intimidation/Bullying/ Retaliation Policy is to accomplish the following:

1. Define Harassment, Discrimination, Intimidation, and Bullying
2. Identify Who the Policy Applies to
3. Identify Where the Policy Applies
4. Establish the Responsibility of Reporting
5. Identify Reporting Procedures
6. Identify Investigation/Complaint Procedures
7. Identify the Consequences of Retaliation
8. Outline the Protection of Individuals with Immigration Status
9. Outline the Procedures for Notifying Parents of Their Children’s Right to a Free Public Education, Regardless of Immigration Status or Religious Beliefs

### 1. Definitions:

- **Harassment:** Harassment is unwelcome verbal or physical conduct prohibited by law directed toward, or differential treatment of, a student or staff member because of his/her membership (or perceived membership) in any protected group or on any other prohibited

basis. The harasser can be a student, a School official or employee, or someone who is not an employee of the School, such as a vendor or parent. Examples of such conduct include, but are not limited to:

- Offensive or degrading remarks, verbal abuse, or other hostile behavior such as insulting, teasing, mocking, name calling, degrading, or ridiculing another person or group
- Racial slurs, derogatory remarks about a person's accent, or display of racially offensive symbols
- Unwelcome or inappropriate physical contact, comments, questions, advances, jokes epithets or demands
- Physical assault or stalking
- Displays or electronic transmission of derogatory, demeaning or hostile materials or statements
- Graphic and written offensive or derogatory statements, which may include use of cell phones or the Internet

Harassment does not have to include intent to harm, be directed at a specific target or involve repeated incidents. Harassment creates a hostile environment when the conduct is sufficiently severe, pervasive or persistent so as to interfere with or limit a student's ability to participate in or benefit from the services, activities or opportunities offered by the School.

- **Sexual Harassment:** Sexual harassment is a form of harassment based on sex, including sexual harassment, gender harassment and harassment based on pregnancy, childbirth or related medical conditions. It generally involves unwanted sexual advances, or visual, verbal, or physical conduct of a sexual nature. This definition includes many forms of offensive behavior and includes gender-based harassment of a person of the same sex as the harasser. The following is a partial list of violations:
  - Unwanted sexual advances
  - Offering educational benefits in exchange for sexual favors
  - Making or threatening reprisals after a negative response to sexual advances
  - Visual conduct: Leering, making sexual gestures, displaying of suggestive objects or pictures, cartoons or posters
  - Verbal conduct: Making or using derogatory comments, epithets, slurs and jokes
  - Verbal sexual advances or propositions
  - Verbal abuse of a sexual nature, graphic verbal commentaries about an individual's body, sexually degrading words used to describe an individual, suggestive or obscene letters, notes or invitations
  - Physical conduct: Touching, assault, impeding or blocking movements
- **Intimidation:** Intimidation includes adverse actions intended to fill another with fear, to overawe or cow, as through force of personality or by superior display of wealth, talent, etc., or to force another into or deter from some action by inducing fear.
- **Bullying:** Bullying may take place in a variety of hostile acts that are carried out repeatedly over time. The acts involve a real or perceived imbalance of power, with the more powerful

child or group attacking those who are less powerful. It may be physical (hitting, kicking, spitting, pushing), verbal (taunting, malicious teasing, name calling, threatening), or psychological (spreading rumors, manipulating social relationships, or promoting social exclusion, extortion or intimidation). Bullying is any severe or pervasive action or conduct directed toward one or more students that have the effect of one or more of the following: 1) places a reasonable student in fear of harm to that student's person or property; 2) causes a reasonable student to experience a substantially detrimental effect on his or her physical or mental health; 3) causes a reasonable student to experience substantial interference with his or her academic performance; 4) causes a reasonable student to experience interference with his or her ability to participate in or benefit from the services, activities or privileges provided by the School.

Other types of bullying:

- Sexual bullying includes many of the actions typical of bullying behavior with the added actions of exhibitionism, voyeurism, sexual propositioning, sexual harassment and sexual abuse (touching, physical contact, sexual assault).
- Bias or hate-motivated bullying is a basic bias against or hate for a person or group. Examples include taunting one's race, religion, national origin, sexual orientation, or physical or mental disabilities. The bullying behavior may also be aggressive, antagonistic, and assaultive.
- Hazing is a form of aggressive behavior that usually involves intimidation and humiliation during an initiation for a student organization or body, club, group or sports team. It may involve conduct that is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current or prospective pupil. Hazing does not include athletic events or school-sanctioned events.
- Cyberbullying involves bullying conduct that is created or transmitted by means of an electronic device, including, but not limited to, a telephone, wireless telephone or other wireless communication device, computer or pager communicating any of the following: 1) a message, text, sound or image; 2) a post on a social network Internet Web site, including a "Burn Page," an impersonation of another student, and a false profile.
- Cyber sexual bullying involves dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording by a pupil to another pupil or to school personnel by means of an electronic act that has or can be reasonably predicted to have one or more effects described in (1) – (4) above. A photograph or other visual recording shall include the depiction of a nude, semi-nude, or sexually explicit photograph or other visual recording of a minor where the minor is identifiable from the photograph, visual recording or other electronic act.
- Social media bullying involves bullying through forums for social media, such as internet websites with free registration and ease of registration, internet websites offering peer-to-peer instant messaging (such as Snapchat, Tox, FireChat, Orbit, Bleep), internet websites offering comment forums (such as FaceBook, Twitter, Reddit) and internet websites offering image or video posting platforms (such as YouTube, Instagram, Twitch, Imgur).
- **Retaliation:** Retaliation is any adverse action taken against a student because he or she filed a charge of harassment, discrimination, intimidation or bullying complaint to the School or another agency or participated in an investigation about the same (such as an

internal investigation or lawsuit), including as a witness. Retaliation also includes adverse action taken against someone who is associated with the individual opposing the perceived harassment, discrimination, intimidation or bullying.

2. **Who the Policy Applies to:** It shall be a violation of this policy for any student, teacher, administrator or other employee of Mission Vista Academy to discriminate against, harass, intimidate or bully another student, teacher, administrator, other employee or anyone associated with Mission Vista Academy through conduct or communication. This policy applies to all applicants and employees, whether related to conduct engaged in by fellow employees or someone not directly connected to Mission Vista Academy (e.g. an outside vendor, consultant or customer).
3. **Where the Policy Applies:** Conduct prohibited by these policies is unacceptable in the workplace and in any work–related setting outside the workplace, such as during business or field trips, meetings and business or school–related social events.
4. **Responsibility:** All Mission Vista Academy employees have a responsibility for keeping our work environment free of discrimination, harassment, intimidation, and bullying.
5. **Reporting:** Mission Vista Academy encourages reporting of all perceived incidents of discrimination, harassment, intimidation, bullying, or retaliation, regardless of the offender's identity or position. Individuals who believe that they have been the victims of such conduct should discuss their concerns with their immediate supervisor, the Executive Director, or the Deputy Executive Director. In addition, Mission Vista Academy encourages individuals who believe they are being subjected to such conduct to promptly advise the offender that his or her behavior is unwelcome and request that it be discontinued. Often this action alone will resolve the problem. Mission Vista Academy recognizes, however, that an individual may prefer to pursue the matter through formal complaint procedures. Every effort will be made to keep such reports as confidential as possible, although it is understood that an investigation will normally require the involvement of third parties. Mission Vista Academy is serious about enforcing its policy against harassment; however, Mission Vista Academy cannot resolve a harassment problem that it does not know about. Therefore, employees are responsible for bringing any such problems to Mission Vista Academy's attention so it can take whatever steps are necessary to correct the problems.
6. **Investigation/Complaint Procedure:** All complaints of harassment or discrimination will be promptly investigated. If the investigation substantiates the accusations, the appropriate corrective action will be taken. This may include, but not be limited to, reprimand, suspension or dismissal, depending on the nature and severity of the offense. Appropriate action will also be taken in the event the accusations are intentionally false or malicious in intent.

Individuals who believe they have been the victims of conduct prohibited by this policy statement or believe they have witnessed such conduct should discuss their concerns with their immediate supervisor, the Executive Director, or the Deputy Executive Director. Mission Vista Academy encourages the prompt reporting of complaints or concerns so that rapid and appropriate remedial action can be taken before relationships become irreparably strained. Therefore, while no fixed reporting period has been established, early reporting and



intervention have proven to be the most effective method of resolving actual or perceived incidents of harassment.

Any reported allegations of harassment, discrimination or retaliation will be investigated promptly. The investigation may include individual interviews with the parties involved and, where necessary, with individuals who may have observed the alleged conduct or may have other relevant knowledge. Confidentiality will be maintained throughout the investigatory process to the extent consistent with adequate investigation methods and appropriate corrective actions. Misconduct constituting harassment, discrimination or retaliation will be dealt with appropriately. Responsive action may include, for example, training, referral to counseling and/or disciplinary action such as warning, reprimand, withholding of a promotion or pay increase, reassignment, temporary suspension without pay or termination, as Mission Vista Academy believes appropriate under the circumstances. Willful false and malicious complaints of harassment, discrimination or retaliation may be subject to appropriate disciplinary action.

7. **Consequences for Retaliation:** Retaliation against an individual who has a complaint or has formally reported discrimination, harassment, intimidation, or bullying or has participated in an investigation of such a complaint is a serious violation of this policy and, like discrimination, harassment, intimidation, or retaliation itself, will be subject to disciplinary action. Acts of retaliation should be reported immediately and will be promptly investigated and addressed.
8. **Immigration Status:** If the Charter School possesses information that could indicate immigration status, citizenship status or national origin information, the School shall not use the acquired information to discriminate against any students or families or bar children from enrolling in or attending school. If parents or guardians choose not to provide information that could indicate their or their children's immigration status, citizenship status or national origin information, the School shall not use such actions as a basis to discriminate against any students or families or bar children from enrolling or attending school.

Each year, the School shall educate students about the negative impact of bullying other students based on their actual or perceived immigration status or their religious beliefs or customs. The School shall also train teachers, staff and personnel to ensure that they are aware of their legal duty to take reasonable steps to eliminate a hostile environment and respond to any incidents of harassment based on the actual or perceived characteristics noted above. Such training shall provide School personnel with the skills to do the following:

- Discuss the varying immigration experiences among members of the student body and school community;
- Discuss bullying-prevention strategies with students, and teach students to recognize the behavior and characteristics of bullying perpetrators and victims;
- Identify the signs of bullying or harassing behavior;
- Take immediate corrective action when bullying is observed; and
- Report incidents to the appropriate authorities, including law enforcement in instances of criminal behavior.

9. **Parental Notification:** Each year, the School shall notify parents and guardians of their children's right to a free public education, regardless of immigration status or religious beliefs. This information shall include information related to the "Know Your Rights" immigration

enforcement established by the California Attorney General. The School shall also inform students who are the victims of hate crimes of their right to report such crimes.

**10. Sexual Harassment Poster:** The School shall create a poster that notifies pupils of the applicable written policy on sexual harassment. The poster shall display, at a minimum, all of the following: 1) The rules and procedures for reporting a charge of sexual harassment; 2) The name, phone number and email address of an appropriate school official to contact to report a charge of sexual harassment; 3) The rights of the reporting pupil, the complainant, and the respondent and the responsibilities of the School in accordance with the School's written policy on sexual harassment.

This poster will be prominently and conspicuously displayed in each bathroom and locker room at the schoolsite. It may be prominently and conspicuously displayed in public areas at the schoolsite that are accessible to, and commonly frequented by students, including, but not limited to classrooms, classroom hallways, gymnasiums, auditoriums and cafeterias. The governing board of the School shall have full discretion to select the appropriate public areas to display the poster at the schoolsite.

**11. Posting:** This policy shall be posted on the School's internet website in a manner that is easily accessible to parents/guardians/students.



## Residency Policy

California law requires that certain residency requirements are established in order for a student to be enrolled in an independent study charter school for which average daily attendance may be claimed. California law requires that a student be a California resident and requires that the student is a resident of the county in which the apportionment claim is reported or of a county immediately adjacent to the county in which the apportionment claim is reported. [EC §§ 47612(b), 5147.3]

The purpose of the Mission Vista Academy Governing Board approving this Residency Policy is to accomplish the following:

1. Define Residency
2. Outline Residency for a Student on an Extended Vacation
3. Establish the Location Materials Will Be Mailed To
4. Outline the Procedures When a Student's Residency is in Question
5. Outline the Parent/Guardian/Education Rights Holder's Right Regarding Determination of Nonresidency
6. Outline the Procedures for Children of Military Families
7. Outline the Procedures for Homeless Youth

1. **Definition of Residency:** A student has residency in the state and county of the residence of the parent/guardian with whom that student maintains his or her place of abode. Residence denotes any factual place of abode of some permanency that is more than a mere temporary sojourn. Owning a home in California or in a particular county does not qualify a student to attend Mission Vista Academy, unless it can be shown that the student is also living in the home at least three days per week during the school year.
2. **Residency for a Student on an Extended Vacation:** A student on an extended vacation lasting longer than four weeks, but less than six months, will not be deemed to have lost California residency.
3. **The Location Material Will Be Mailed To:** All materials will be mailed to, and any in person services will be held at, the address identified in the student's records in his/her proof of residence documentation, unless an alternative location is agreed upon by the teacher of record.
4. **Student's Residency is in Question:** If there is reason to believe that a student's residency

is in question, Mission Vista Academy may investigate in order to determine authenticity of the home address. When it is determined that a student lives outside of California and/or an authorized county, Mission Vista Academy will provide written notice of the determination of nonresidency within five days of Mission Vista Academy's intention to disenroll the student.

- 5. Parent/Guardian/Education Rights Holder's Right Regarding Determination of nonresidency:** The notice shall contain an explanation of the parent/guardian/education rights holder's right to request a hearing adjudicated by a neutral officer within a reasonable number of days at which the pupil has a fair opportunity to present testimony, evidence, and witnesses and confront and cross-examine adverse witnesses and at which the pupil has the right to bring legal counsel or an advocate to dispute the finding of nonresidency. If the parent/guardian/educational rights holder does not request a hearing within five days of receipt of the notice, the right to a hearing is waived and the student will be immediately disenrolled. If the student's parent, guardian or educational rights holder initiates the hearing, the student shall remain enrolled and shall not be disenrolled until Mission Vista Academy issues a final decision.
- 6. Children of Military Families:** Mission Vista Academy will serve children of military families, as defined by Education Code section 49701, as follows:
  1. Allow the student to continue his or her education in Mission Vista Academy, regardless of change of residence of the military family during that school year, for the duration of the student's status as a child of a military family; or
  2. For a student whose status changes due to the end of military service of his or her parent during a school year, comply with either of the following, as applicable:
    - a. If the student is enrolled in kindergarten or any of grades 1 to 8, inclusive, allow the student to continue his or her education in Mission Vista Academy through the duration of that academic school year;
    - b. If the child is enrolled in high school, allow the student to continue his or her education in Mission Vista Academy through graduation.

~~For purposes of providing special education services, Mission Vista Academy will continue to provide special education services for children of military families as required by law.~~

~~Once Mission Vista Academy is notified that a student is identified as a child of a military family, Mission Vista Academy will require the parent/guardian submit the following documentation:~~

- ~~• Written proof of the transfer, including the time period for the transfer and location of the transfer~~
- ~~• A signed affidavit that states that the student is only enrolled in [School Name] and not in any other full-day educational program and that the student qualifies as a child of a military family as defined in Education Code section 49701.~~

For high school students, the aforementioned documentation will need to be resubmitted on an annual basis. Mission Vista Academy reserves the right to re-verify all of the above at any time throughout the school year.

7. **Homeless Youth:** Mission Vista Academy will be considered to be a pupil's school of origin for a homeless youth when the child attended Mission Vista Academy when permanently housed or was last enrolled in Mission Vista Academy before becoming homeless. Mission Vista Academy will serve homeless youth, as defined below, whose residency has changed as follows:

1. Allow the student to continue his or her education in Mission Vista Academy for the duration of homelessness.
2. If the pupil is no longer homeless before the end of the academic year, either of the following apply:
  - a. If the homeless youth is in high school, the Mission Vista Academy shall allow the formerly homeless child to continue his or her education in the Mission Vista Academy through graduation.
  - b. If the homeless youth is in kindergarten or any of grades 1 to 8, inclusive, the Mission Vista Academy shall allow the formerly homeless youth to continue his or her education in Mission Vista Academy through the duration of the academic year.

The term "homeless youth" or "homeless pupil" shall mean individuals who lack a fixed, regular, and adequate nighttime residence (within the meaning of 42 USC section 11302(a)(1)); and includes—

1. children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; or are abandoned in hospitals;
2. children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings (within the meaning of section 42 USC section 11302(a)(2)(C));
3. children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
4. migratory children (as such term is defined in 20 USC section 6399) who qualify as homeless for the purposes of this part because the children are living in circumstances described in clauses (i) through (iii).

8. **Foster Youth:** Mission Vista Academy will be considered to be a pupil's school of origin for a foster youth when the child attended the Mission Vista Academy at the initial detention or placement, or any subsequent change in placement of a foster child for the duration of the jurisdiction of the court. Mission Vista Academy will serve former foster youth, as defined below, whose residency has changed as follows:

1. If the jurisdiction of the court is terminated before the end of an academic year, the Mission Vista Academy shall allow a former foster child who is in kindergarten or any

of grades 1 to 8, inclusive, to continue his or her education in the school of origin through the duration of the academic school year.

2. If the jurisdiction of the court is terminated while a foster child is in high school, Mission Vista Academy shall allow the former foster child to continue his or her education in Mission Vista Academy through graduation.

The term “foster youth” means a child who has been removed from his or her home pursuant to Welfare and Institutions (“W&I”) Code section 309, is the subject of a petition filed under W&I Code sections 300 or 602 or has been removed from his or her home and is the subject of a petition filed under W&I Code sections 300 or 602.

9. **Migratory Youth:** Mission Vista Academy will be considered to be a pupil’s school of origin for a migratory youth when the child attended the Mission Vista Academy at the time the pupil’s status changed to a pupil who is a migratory youth. Mission Vista Academy will serve migratory youth, as defined below, whose residency has changed as follows:

1. If the migratory youth is enrolled in kindergarten or any of grades 1 to 8, inclusive, allow the pupil to continue their education in Mission Vista Academy through the duration of that academic school year.
2. If the migratory youth is enrolled in high school, allow the pupil to continue their education in Mission Vista Academy through graduation.

The term “migratory youth” means a child who has moved with a parent, guardian or other person having custody, from one school to another, either within the State of California or from another state within the 12-month period immediately preceding his or her identification as such a child, in order that the child, a parent, guardian or other member of his or her immediate family might secure temporary or seasonal employment in an agricultural or fishing activity and whose parents or guardians have been informed of the child’s eligibility for migrant education services. “Migratory youth” includes a child who, without the parent or guardian, has continued to migrate annually to secure temporary or seasonal employment in an agricultural or fishing activity.



## Kindergarten and Transitional Kindergarten Policy

Mission Vista Academy is committed to providing educational instruction to all students. The Executive Director or designee shall ensure that the Charter School provides a non-discriminatory and equal enrollment process for students of Transitional Kindergarten and Kindergarten age, in compliance with current state requirements.

The purpose of the Mission Vista Academy Governing Board approving this Kindergarten and Transitional Kindergarten Policy is to accomplish the following:

1. Establish the Enrollment in Kindergarten
  2. Establish the Enrollment for Transitional Kindergarten Eligible Students
  3. Establish Enrollment in Transitional Kindergarten
  4. Outline Adherence to All Non-Discrimination Laws
- 
1. **Enrollment in Kindergarten:** Pursuant to EC 48000(a), a child is eligible for kindergarten if the child will have their fifth birthday by September 1.
  2. **Enrollment in Kindergarten for Transitional Kindergarten Eligible Students:** Pursuant to EC 48000(b), A child having attained the age of five years at any time during the school year with the approval of the parent or guardian, may be admitted to kindergarten subject to the following conditions:
    - The governing board determines that the admittance is in the best interests of the child. Determination will be based on standard criteria set by school administration and is based on standardized guidelines for academic and developmental readiness for kindergarten. Staff determination of grade level placement will be made based on multiple measures including grade level appropriate formal assessments and student observations.
    - The parent or guardian is given information regarding the advantages and disadvantages and any other explanatory information about the effect of this early admittance.
  3. **Enrollment in Transitional Kindergarten:** Pursuant to EC 48000(c)(3)(B)(i), Transitional Kindergarten is the first year of a two-year kindergarten program that uses a modified kindergarten curriculum that is age and developmentally appropriate.

Students must be five years old between September 2<sup>nd</sup> and December 2<sup>nd</sup> February 28<sup>th</sup> to qualify for transitional kindergarten each school year subject to the following conditions:

- The governing board determines that the admittance is in the best interests of the child. Determination will be based on standard criteria set by school administration and is based on standardized guidelines for academic and developmental readiness for transitional kindergarten. Staff determination of grade level placement will be made based on multiple measures including grade level appropriate formal assessments and student observations.
  - The parent or guardian is given information regarding the advantages and disadvantages and any other explanatory information about the effect of this early admittance.
4. **Adherence to All Non-Discrimination Laws:** This policy adheres to all non-discrimination laws and is subject to the same enrollment processes as all otherwise qualified students. Enrollment into the charter school will be consistent with all other enrollment guidelines. In the event that a parent or guardian disagrees with the enrollment or grade level placement recommendations of staff, they may appeal the decision in accordance with the school's complaint procedures.





## Foster Youth Policy

The Governing Board of Mission Vista Academy (the “Charter School”) desires to ensure that foster children are provided equal access to the same free, appropriate public education provided to other children and youth. Foster students will be given access to the education and other services that such students need to ensure that they have an opportunity to meet the same challenging State student academic achievement standards to which all students are held. Foster students will not be stigmatized or segregated in a separate school or program based on the student’s status as foster youth.

The purpose of the Mission Vista Academy Governing Board approving this Foster Youth Policy is to accomplish the following:

1. Define Foster Child/Student/Youth and School of Origin
2. Establish a Foster Child Liaison
3. Outline Admission Requirements for Foster Children
4. Outline the Rights of a Former Foster Children
5. Outline Course Work and Graduation Requirements for Foster Children
6. Establish Transportation Requirements for a Foster Children
7. Outline Who Has Access to Records for Foster Children

### 1. Definitions:

- **Foster child/student/youth** means a child who has been removed from his or her home pursuant to Welfare and Institutions (“W&I”) Code section 309, is the subject of a petition filed under W&I sections 300 or 602, or has been removed from his or her home and is the subject of a petition filed under W&I Code sections 300 or 602.
- The Charter School is the **school of origin** when the student attended the Charter School when permanently housed or was last admitted at the initial detention or placement or subsequent change in placement of a foster child. If the school the foster child attended when permanently housed is different from the school in which the foster child was last admitted, or if there is some other school that the foster child attended with which the foster child is connected and that the foster child attended within the immediately preceding 15 months, the foster child liaison, in consultation with, and with the agreement of, the foster child and the person holding the right to make educational decisions for the foster child, shall determine, in the best interests of the foster child, the school that shall be deemed the school of origin.

- 2. Foster Child Liaison:** The School's foster child liaison is: Principal, Amy Davis, amy@inspireschools.org.

The School's foster child liaison is required to do all of the following:

- Ensure and facilitate the proper educational placement, enrollment in school and checkout from school of foster children.
- Assist foster children when transferring from one school to another school in ensuring proper transfer of credits, records and grades.
- Notify the foster child's attorney and the appropriate representative of the county child welfare agency of pending expulsion proceedings if the decision to recommend expulsion is a discretionary act, pending proceedings to extend a suspension until an expulsion decision is rendered if the decision to recommend expulsion is a discretionary act, and, if the foster child is an individual with exceptional needs, pending manifestation determinations if the School has proposed a change in placement due to an act for which the decision to recommend expulsion is at the discretion of the principal.
- The foster child liaison, in consultation with, and with the agreement of, the foster child and the person holding the right to make educational decisions for the foster child, may recommend, in accordance with the foster child's best interests, that the foster child's right to attend the school of origin be waived and the foster child be enrolled in a public school that pupils living in the attendance area in which the foster child resides are eligible to attend.
- Before making a recommendation to move a foster child from his or her school of origin, the foster liaison shall provide the foster child and the person holding the right to make educational decisions for the foster child with a written explanation stating the basis for the recommendation and how the recommendation serves the foster child's best interest.
- If the foster child liaison, in consultation with the foster child and the person holding the right to make educational decisions for the foster child, agrees that the best interests of the foster child would best be served by his or her transfer to a school other than the school of origin, the foster child shall immediately be enrolled in the new school.

- 3. Admission:** All foster students are required to follow the school's process for admitting students, including filling out and submitting the school's admission packet on time. As with all students, admission depends upon availability. In the event of an oversubscription in a grade, foster students will participate in the lottery as with any other student.

If the foster child seeking admission has outstanding fees, fines, textbooks or other items or moneys due to the school last attended or is unable to produce clothing or records normally required for admission, such as previous academic records, medical records, including, but not limited to, records or other proof of immunization history, proof of residency, other documentation or school uniforms, this will not serve as a basis for non-admission. Within two days of admission of the foster child, the foster child liaison will contact the school last attended by the foster child to obtain all academic and other records.

If a dispute arises regarding the request of a foster child to remain in Mission Vista Academy as the school of origin, the foster child has the right to remain in Mission Vista Academy pending resolution of the dispute. The dispute shall be resolved in accordance with the Uniform Complaint Procedures adopted by the School.

Admission in Mission Vista Academy as the school of origin will be allowed, unless a determination is made that it is not in the best interest of the foster child to attend Mission Vista Academy. Best interest factors include, but are not limited to, appropriateness of the current educational setting and proximity to the school in which the child is enrolled at the time of placement.

4. **Former Foster Children:** If the jurisdiction of the court is terminated before the end of an academic year, the Mission Vista Academy shall allow a former foster child who is in kindergarten or any of grades 1 to 8, inclusive, to continue his or her education as the school of origin through the duration of the academic school year.

If the jurisdiction of the court is terminated while a foster child is in high school, Mission Vista Academy shall allow the former foster child to continue his or her education in Mission Vista Academy as the school of origin through graduation.

5. **Course Work and Graduation Requirements:** The Charter School will accept coursework satisfactorily completed by the foster child while attending another public school, a juvenile court school, a charter school, a school in a country other than the United States, or a nonpublic, nonsectarian school even if the pupil did not complete the entire course and shall issue that pupil full or partial credit for coursework completed.

The credits accepted shall be applied to the same or equivalent course, if applicable, as the coursework completed in the prior school. The Charter School will not require the foster child to retake a course if the pupil has satisfactorily completed the entire course in a public school, a juvenile court school, a charter school, a school in a country other than the United States, or a nonpublic, nonsectarian school. If the pupil did not complete the entire course, the Charter School shall not require the pupil to retake the portion of the course the pupil completed unless the Charter School, in consultation with the holder of educational rights for the pupil, finds that the pupil is reasonably able to complete the requirements in time to graduate from high school. When partial credit is awarded in a particular course, the foster youth shall be enrolled in the same or equivalent course, if applicable, so that the pupil may continue and complete the entire course.

A foster youth shall not be prevented from retaking or taking a course to meet the eligibility requirements for admission to the California State University or the University of California. A foster student who transfers between schools any time after the completion of the student's second year of high school and is in the student's third or fourth year of high school, the School shall exempt from all coursework and other requirements adopted by the School that are in addition to the statewide coursework requirements specified in Education Code section 51225.3, unless the School makes a finding that the student is reasonably able to complete the School's graduation requirements in time to graduate from high school by the end of the student's fourth year of high school.

If the School determines that the foster student is reasonably able to complete the School's graduation requirements within the student's fifth year of high school, the School shall do all of the following: 1) Inform the student of the student's option to remain in school for a fifth year to complete the School's graduation requirements; 2) Inform the student, and the student's

educational rights holder, about how remaining in the School for a fifth year to complete the School's graduation requirements will affect the student's ability to gain admission to a postsecondary educational institution; 3) Provide information to the student about transfer opportunities available through the California Community Colleges; 4) Permit the student to stay in school for a fifth year to complete the School's graduation requirements upon agreement with the student, if the student is 18 years of age or older, or if under 18 years of age, with the person holding the right to make educational decisions for the student.

To determine whether a foster student is in the third or fourth year of high school, either the number of credits the pupil has earned to the date of transfer or the length of the student's school admission may be used, whichever will qualify the student for the exemption.

Within 30 calendar days of the date that a foster student may qualify for the exemption from local graduation requirements transfers into a school, the School shall notify the student, the educational rights holder, and the School's liaison for foster children and youth of the availability of the exemption and whether the student qualifies for an exemption. If the School fails to provide timely notice, the student shall be eligible for the exemption from local graduation requirements once notified, even if that notification occurs after the student is no longer in foster care, if the student otherwise qualifies for the exemption.

A foster student that has been exempted from local graduation requirements in accordance with Education Code section 51225.1 and completes the statewide coursework requirements specified in Education Code section 51225.3 before the end of the student's fourth year of high school and that student would otherwise be entitled to remain in attendance at the school, the School shall not require or request that the pupil graduate before the end of the student's fourth year of high school.

If a foster student is exempted from local graduation requirements pursuant to Education Code section 51225.1, the School shall notify the student and the person holding the right to make educational decisions for the student how any of the requirements that are waived will affect the student's ability to gain admission to a postsecondary educational institution and shall provide information about transfer opportunities available through the California Community Colleges.

If a foster student who is eligible for the exemption from local graduation requirements and would otherwise be entitled to remain in attendance at the School shall not be required to accept the exemption or be denied admission in, or the ability to complete, courses for which the student is otherwise eligible, including courses necessary to attend an institution of high

education, regardless of whether those courses are required for statewide graduation requirements.

If a foster student is not exempted from local graduation requirements or has previously declined the exemption, the School shall exempt the student at any time if an exemption is required by the student and the student qualifies for the exemption.

If a foster student is exempted from local graduation requirements, the School shall not revoke the exemption.

If a foster student is exempted from local graduation requirements, the exemption shall continue to apply after the student is no longer a foster student while the student is admitted in the School or if a foster student who is exempt from local graduation requirements transfers to the School from another school.

The School shall not require or request a foster student to transfer schools in order to qualify the student for an exemption.

A complaint for noncompliance with this section may be filed with the School under the School's Uniform Complaint Procedures.

6. **Transportation:** If the foster student requires transportation to continue to attend the Charter School as the school of origin, the Charter School will ensure that the foster child receives transportation in a cost effective manner.
7. **Records:** A foster family agency with jurisdiction over a currently admitted or former pupil, a short-term residential treatment program staff responsible for the education or case management of a student, and a caregiver who has direct responsibility for the for the care of the student, including a certified or licensed foster parent, an approved relative or nonrelated extended family member, or a resource family (as defined below), may access the current or most recent records of grades, transcripts, attendance, discipline and online communication on platforms established by schools for pupils and parents, and any individualized education programs (IEPs) that may have been developed, or any plan adopted pursuant to Section 504 of the federal Rehabilitation Act of 1973 of a currently admitted or former foster pupil.

A foster family agency, short-term residential treatment program, or caregiver may review and receive pupil records pursuant to subdivision (a) for purposes of monitoring the pupil's educational progress, updating and maintaining the pupil's education records as required by Section 16010 of the Welfare and Institutions Code, and ensuring the pupil has access to educational services, supports, and activities. These purposes include, but are not limited to, admitting the pupil in school, assisting the pupil with homework, class assignments, and college and scholarship applications, and admitting the pupil in extracurricular activities, tutoring, and other afterschool and summer enrichment programs.

A "resource family" means an individual or family that has successfully met both the home environment assessment and the permanency assessment criteria necessary for providing care

for a child placed by a public or private placement agency by court order, or voluntarily placed by a parent or guardian.



## Transgender and Gender Nonconforming Students Policy

Mission Vista Academy (the “Charter School”) is committed to fostering an educational environment that is safe, welcoming, and free from stigma and discrimination for all students, regardless of gender identity or expression; facilitating compliance with local, state and federal laws concerning bullying, harassment, privacy and discrimination; and ensuring that all students have the opportunity to express themselves and live authentically.

The purpose of the Mission Vista Academy Governing Board approving this Transgender and Gender Nonconforming Students Policy is to accomplish the following:

1. Define Gender, Gender Identify, Gender Expression, Gender Nonconforming, Intersex, Nonbinary/Genderqueer, Sex, Sexual Orientation, Transgender, and Transition
2. Outline Guiding Principles and Requirements of the Charter School
3. Establish Privacy and Confidentiality
4. Outline the Requirements of Pupil Records
5. Establish the Authorization to Use Name and Gender With Which the Student Identifies
6. Outline the Requirements of the Student’s Preferred Name and Pronoun
7. Outline the Requirements of Student Safety
8. Establish Restroom Accessibility
9. Outline Sports, Athletics, and Physical Education Requirements
10. Establish Access to School Activities and Programs
11. Establish Course Accessibility and Instruction
12. Outline the Training and Publication of the Transgender and Gender Nonconforming Students Policy

**1. Definitions:** These definitions are provided not for the purpose of labeling students but rather to assist in understanding this policy and the legal obligations of the school. Students may or may not use these terms to describe themselves or their experiences.

- Gender: A person's actual or perceived sex, including a person's gender identity and gender expression.
- Gender Identity: A person’s gender-related identity, appearance or behavior, whether or not different from that traditionally associated with the person’s physiology or assigned sex at birth. Gender identity may include being female, male, another gender or no gender. The responsibility for determining an individual’s gender identity rests with the individual. Children typically begin to understand their own gender identity by age four, although the age at which individuals come to understand and express their gender identity may vary based on each person’s social and familial development.

- Gender Expression: A person's gender-related appearance and behavior whether or not stereotypically associated with the person's assigned sex at birth. Gender expression refers to external cues that one uses to represent or communicate one's gender to others, such as behavior, clothing, hairstyles, activities, voice, mannerisms, or body characteristics.
- Gender Nonconforming: One's gender expression, gender characteristics or gender identity that does not conform to gender stereotypes "typically" associated with one's legal sex assigned at birth, such as "feminine" boys, "masculine" girls, and those who are perceived as androgynous. Students who adopt a presentation that varies from the stereotypic gender expectations sometimes may describe themselves as gender nonconforming, gender queer, gender fluid or nonbinary.
- Intersex: An umbrella term used to describe natural bodily variations, which can include external genitalia, internal sex organs, chromosomes or hormonal differences that transcend typical ideas of male and female.
- Nonbinary/Genderqueer: An umbrella term for people with gender identities that fall somewhere outside of the traditional conceptions of strictly either female or male. People with nonbinary gender identities may or may not identify as transgender, may or may not have been born with intersex traits, may or may not use gender-neutral pronouns, and may or may not use more specific terms to describe their genders, including but not limited to agender, genderqueer, gender fluid, Two Spirit, bigender, pangender, gender nonconforming or gender variant.
- Sex: It includes, but is not limited to, a person's sex assigned or presumed at birth based on physical characteristics commonly associated with males or females, and is inclusive of a person's gender.
- Sexual Orientation: It means heterosexuality, homosexuality, and bisexuality and is considered to be a person's romantic, emotional, mental and/or sexual attraction to another person based on the gender of the other person.
- Transgender: An umbrella term used to describe people whose gender identity or gender expression is different from the gender they were assigned or presumed at birth. Some individuals who identify as transgender have medically transitioned, are undergoing gender affirming surgeries and hormonal treatments, while others do not choose any form of medical transition. There is no uniform set of procedures that are sought. Individuals may identify as female, male or nonbinary, may or may not have been born with intersex traits, may or may not use gender-neutral pronouns and may or may not use more specific terms to describe their genders, including but not limited to agender, genderqueer, gender fluid, Two Spirit, bigender, pangender, gender nonconforming or gender variant. A transgender girl is a girl who was thought to be a male when she was born. A transgender boy is a boy who was thought to be female when he was born.
- Transition: The unique process in which one goes from living and identifying as one gender to live in alignment with one or more dimensions of the gender with which one identifies. Gender transition can occur at any age and can include social, medical and/or a legal transition.

2. **Guiding Principles and Requirements:** The school shall accept the gender identity that each student asserts. There are no medical or mental health diagnoses or treatment thresholds that students must meet in order to have their gender identity recognized and respected. Students may initiate a process to change their name, pronoun, attire and access to School programs, activities and facilities. The school shall customize support to optimize each student's access according to their gender identity.



3. **Privacy and Confidentiality:** All persons, including students, have a right to privacy. This includes keeping a student's actual or perceived gender identity and expression private. Such private information shall be shared only on a need to know basis.

Students have the right to openly discuss and express their gender identity and expression, and to decide when, with whom, and how much information to share.

School personnel may encounter situations where students have not publicly disclosed their gender identity; therefore, school personnel must be mindful of the confidentiality and privacy rights of students when communicating with others, so as to not reveal, imply or refer to a student's gender identity or expression. To ensure confidentiality when discussing a particular concern such as conduct, discipline, grades, attendance or health, school personnel should focus on the concern, not the student's gender identity or expression. For example, describe the matter in terms of the underlying issue (behavior/conduct, grade issue, attendance issue, health concern) without referring or linking to gender identity or expression.

When communicating with a student's parent, legal guardian, or educational rights holder ("parent"), school personnel should be aware that the student may not have disclosed their gender identity to their parents. When school personnel find it important to discuss a student's gender identity or expression with parents (if, for example, the student is being bullied based on their gender identity or expression), school personnel should consult and work closely with the student to assess the degree to which, if any, the parent is aware of the student's gender identity or expression and is supportive of the student, and school personnel shall take into consideration the safety, health and well-being of the student in deciding whether to disclose the student's gender identity or expression to parents.

4. **Pupil Records:** The School is required to maintain in perpetuity mandatory permanent pupil records which include the legal name and sex of the student as indicated on official government issued documents such as birth certificates, passports and identification cards/permits. Mandatory interim pupil records may include, but are not limited to, progress and grade reports, transcripts, assessment data, health records, Individualized Education Programs (IEP) and Section 504 Plans. Permitted pupil records may include, but are not limited to, objective counselor and/or teacher ratings, standardized test scores older than three years, routine discipline data and verified reports of relevant behavior patterns. Per California law, student enrollment forms allow a parent to designate their child's gender as male, female or nonbinary.

The School will change a student's name and gender, or that of a former student, on pupil records when the name and/or gender of the student are changed. The student or former student may document the gender change by any of the following: State issued driver's license, birth certificate, passport, social security card, court order indicating a name change or a gender change or both. The new name and/or gender are the student's legal name and gender for all purposes, including school registration. Upon the submission of proper evidence of the aforementioned documentation, the student's legal name and/or gender in all school records shall be changed to reflect the legal name and/or gender change.

5. **Authorization to Use Name and Gender With Which the Student Identifies:** The School shall permit students to use the name and gender with which they identify on school records, including pupil records. The records may include, but are not limited to, identification badges, classroom and homeroom rosters, certificates, programs, announcements, office summons and

communications, team and academic rosters, diplomas, newspapers, newsletters, yearbooks and other site-generated records.

Upon authorization, the School shall input the student's name and gender with which they identify in the appropriate fields of the School's electronic data system to indicate how the student's name and/or gender will appear on documents issued by the school. If the authorization does not amount to a legal change in name or gender, the change will be reflected in the preferred name section of the School's electronic data system.

After the school receives and verifies the contents of the completed legal authorization, the School shall change the name and/or gender of the student in the School's electronic data system and enter or cross-reference the name as AKA in the cumulative folder and registration card. This change is effective for School records only. If a student were to transfer to another school, the student should inquire at that school about a similar process.

- 6. Names/Pronouns:** Students shall be addressed by the name and pronoun that corresponds to their gender identity asserted at school without obtaining a court order, changing their pupil records or obtaining parent/legal guardian permission.

Students shall be known by their name and gender of identity. However, there may be situations (e.g., communications with the family, state or federal records, pupil records where a name or gender with which the student identifies isn't authorized, and assessment data) where it may be necessary and recommended for staff to be informed of the student's legal name and gender. In these situations, staff should prioritize safety, confidentiality and respect of the student in a manner consistent with the law.

If school personnel are unsure how a student wants to be addressed in communications to home or in conferences with parents/legal guardians/educational rights holders, they may privately ask the student how they want to be referred to when communicating with parents/legal guardians. For communications with a student's parent/legal guardian, educational rights holders, school personnel should refer to this policy's prior section on "Privacy and Confidentiality."

Every effort should be made to use names and pronouns consistent with a student's gender identity. While inadvertent slips or honest mistakes may occur, the intentional and persistent refusal to respect a student's gender identity is a violation of School policy and may constitute discrimination under State law.

- 7. Student Safety:** School staff must ensure that students are provided with a safe school environment that is free of discrimination, harassment, bullying or intimidation, which may include providing interim safety and emotional support measures. School staff and families should work together to resolve complaints alleging discrimination, harassment, bullying or intimidation based on a student's actual or perceived gender identity or expression.

School staff shall take all reported incidents of bullying seriously and take appropriate measures to ensure that the bullying stops.

School administration shall respond immediately to incidents of discrimination, harassment, bullying or intimidation by taking actions that include, but are not limited to the following: a)

intervening to stop the behavior; b) investigating and documenting the matter; c) determining and enforcing appropriate interim measures and corrective actions; and d) monitoring to ensure that the behavior does not reoccur.

School staff should take all reasonable steps to ensure safety and access for students and support students' rights to assert their gender identity and expression. Interim safety measures may include increased monitoring of the parties, providing options for the parties to avoid or minimize contact in academic and extracurricular settings, safety plans, training and educational materials to address climate, and provision of support resources (e.g., academic support, counseling, health and mental health services).

Students shall not be disciplined on the basis of their actual or perceived gender identity or expression.

Students shall be informed they have the responsibility to report incidents of discrimination, harassment, bullying or intimidation to the designated site administrator or Title IX/Bullying Complaint Manager in cases where they may be a target or witness.

Students shall be informed of their role in ensuring a school environment that is free from discrimination, harassment, bullying or intimidation.

In addition to or instead of filing a complaint at a site, any student or their duly authorized representative has the right to file a discrimination, harassment, bullying or intimidation complaint involving gender identity and expression under the Uniform Complaint Procedures with the School's Principal, Amy Davis, [amy@inspireschools.org](mailto:amy@inspireschools.org).

- 8. Restroom Accessibility:** Schools may maintain separate restroom facilities for male and female students. Students shall have access to restrooms that correspond to their gender identity. Students who identify as nonbinary should be granted access to the facility which they find best aligns with their gender identity.

If a student desires increased privacy, regardless of the reason, the administrator shall make every effort to provide the student with reasonable access to an alternative restroom such as a single-stall or all-gender restroom. The use of a restroom should be determined by the student's choice; no student shall be compelled to use an alternative restroom. For safety reasons, students should be given access to a restroom that allows reasonable access for appropriate supervision by staff. Regardless, all students are expected to exemplify appropriate behavior in restrooms.

- 9. Sports, Athletics and Physical Education:** When conducting physical education classes and fitness evaluations, teachers will address and evaluate students by their gender identity.

Performance on the state physical fitness test (Fitnessgram) is evaluated by the State of California in accordance with the sex reported. Students are to be tested according to their gender identity when students identify with a gender different from that in their pupil records. Test administration on this instrument allows for a designation of nonbinary or for students to not disclose their gender to the test administrator. However, the Healthy Fitness Zone charts, or health-related standards used to evaluate performance, are based on female and male genders only. In these events, physical education teachers shall make every effort to maintain confidentiality of student information.

Participation in competitive athletics, intramural sports, athletic teams, competitions and contact sports shall be facilitated in a manner consistent with the student's gender identity and in accordance with the California Interscholastic Federation constitution and bylaws. Students who identify as nonbinary should be granted the opportunity to participate in athletic activities they find best align with their gender identity.

**10. School Activities and Programs:** Students have the right to equitable access to activities and programs in their school. Students may not be excluded from participation in, be denied the benefits of, or be subjected to harassment or other forms of discrimination on the basis of their actual or perceived gender identity or expression in any program or activity. These activities and programs may include, but are not limited to, cheer class, homecoming, prom, spirit day, celebrations, assemblies, acknowledgments, field trips, afterschool activities and programs, and all extra-curricular activities.

**11. Course Accessibility and Instruction:** Students have the right to equitable learning opportunities in their school. Students shall not be required to take or be denied enrollment in a course on the basis of their actual or perceived gender identity or expression in any educational and academic program.

**12. Training and Publication:** The School shall conduct training for all staff members on their responsibilities under applicable laws and this policy, including teachers, administrators, counselors, social workers, and health staff. Information regarding this policy shall be incorporated into training for new school employees.

This policy will be distributed annually to students, parents/guardians and staff and it will also be included in any student codes of conduct, student handbooks and school websites.



## Teacher Induction Policy

The Governing Board of Mission Vista Academy (the “Charter School”) committed to providing a high-quality educational program is dependent upon the employment of certificated staff who are adequately prepared and have demonstrated proficiency in basic skills and in the subject matter to be taught.

The purpose of the Mission Vista Academy Governing Board approving this Teacher Induction Policy is to accomplish the following:

1. Outline the California Credentialing System
  2. Outline the Induction Program
  3. Establish the Individual Learning Plan of a Participating Teacher
  4. Establish an Early Completion Option
  5. Outline the Qualifications, Selection and Training of Coaches
  6. Outline the Selection of Participating Teachers
  7. Outline Participating Teacher Competence for the Clear Credential Recommendation
- 1. California Credentialing System:** California has a two-tiered credentialing system for teachers. Preliminary programs prepare candidates to obtain an initial teaching credential through successful completion of required coursework, fieldwork, and a performance demonstration of their knowledge, skills, and abilities. The second tier of preparation is a two-year job-embedded individualized induction program that is focused on extensive support and mentoring to new teachers in their first and second year of teaching. Mission Vista Academy’s induction program is designed to provide a two-year, individualized, job-embedded system of mentoring, support and professional learning that begins in the teacher’s first year of teaching.
- 2. Induction Program Generally:** The Mission Vista Academy’s Induction program is a two-year program that is free of charge to participating teachers. Within the first 30 days of the participant’s enrollment in the Mission Vista Academy’s Induction program, the Mission Vista Academy shall identify and assign an Induction coach to each participating teacher. The coach and participating teacher match is made according to the credentials held, grade level and/or subject area, as appropriate to the participating teacher’s employment.

Each participating teacher shall receive an average of not less than one hour per week of individualized support and mentoring coordinated and/or provided by the coach.

- 3. Individual Learning Plan:** Within the first 60 days of the participating teacher’s enrollment in the induction program, goals for each participating teacher must be developed within the

context of the Individual Learning Plan (“ILP”). The ILP shall be designed and implemented only for the professional growth and development of the participating teacher and not for evaluation for employment purposes.

The ILP is developed based on needs determined by the teacher and program provider, in consultation with the site administrator and guided by the Preliminary Program Transition Plan. The ILP must address identified candidate competencies that support the recommendation for the credential. Coaching support for participating teachers must include both “just in time” and longer term analysis of teaching practice to help candidates develop enduring professional skills. The program’s design shall serve to strengthen the participating teacher’s professional practice and contribute to the participating teacher’s retention in the profession.

The ILP must address the *California Standards for the Teaching Profession* and provide the road map for the participating teachers’ induction work during their time in the program along with guidance for the coach in providing support. The ILP must be collaboratively developed at the beginning of the Induction by the participating teacher and coach, with input from the Mission Vista Academy regarding the participating teacher’s job assignment, and guidance from the program staff.

The ILP It must include the following:

- Candidate professional growth goals
- A description of how the participating teacher will meet those goals
- Defined and measurable outcomes for the participating teacher
- Planned opportunities to reflect on progress and modify the ILP as needed

**4. Early Completion Option:** The Mission Vista Academy shall make available and advise participants of an early completion option for “experienced and exceptional” candidates who meet the program’s established criteria. In order to qualify for the early completion option, participating teachers must be in year one of the Induction program, have five years of verified superior teaching experience, and have a letter of recommendation from their Regional Coordinator, Program Specialist or Senior Director.

**5. Qualifications, Selection and Training of Coaches:** The Induction program assigns qualified coaches and provides guidance and clear expectations for the coaching experience based on the program’s design. Qualifications for coaches shall include the following:

- Knowledge of the context and content area of the participating teacher’s assignment
- Demonstrated commitment to professional learning and collaboration
- Possession of a Clear Teaching Credential
- Ability, willingness, and flexibility to meet candidate needs for support
- Minimum of three years of effective teaching experience

Coaches are required to provide “just in time” support for candidates, in accordance with the ILP, along with longer-term guidance to promote enduring professional skills. Coaches facilitate participating teacher growth and development through modeling, guided reflection on practice and feedback on classroom instruction. The coaches connect participating teachers with available resources to support their professional growth and accomplishment of the ILP.

Coaches will be provided ongoing training and support that includes two required trainings with Center for Teacher Innovation (Coach Preview and Induction Orientation), coaching and mentoring, goal setting, use of appropriate mentoring instruments, best practices in adult learning, support for individual coaching challenges, reflection on coaching practice and opportunities to engage with coaching peers in professional learning networks, and program processes designed to support participating teacher growth and effectiveness.

Coaches may carry up to 2 participating teachers per year and must have a credential that matches that of the participating teacher(s). Coaches will receive One Thousand Dollars (\$1,000.00) per year paid out in equal amounts (less required deductions) over a ten (10) month period. If a coach leaves the employ of Mission Vista Academy before the end of the ten (10) month period, the coach is not entitled to any unpaid amounts if the coach has not completed his/her coaching obligations.

6. **Selection of Participating Teachers:** Each candidate is reviewed in the Commission on Teacher Credentialing database for credential verification and reviewed for early completion option eligibility.
7. **Participating Teacher Competence for the Clear Credential Recommendation:** The Induction program shall assess the participating teacher's progress towards mastery of the *California Standards for the Teaching Profession* to support the recommendation for the clear credential. The documentation of participating teacher progress must reflect the learning and professional growth goals indicated within the ILP and evidence of the participating teacher's successful completion of the activities outlined in the ILP.

Prior to recommending a candidate for a Clear Credential, the Mission Vista Academy must verify that the participating teacher has satisfactorily completed all program activities and requirements, and that the program has documented the basis on which the recommendation for the clear credential is made. The Mission Vista Academy's verification is based on a review of observed and documented evidence, collaboratively assembled by the participating teacher, the coach and/or other colleagues, according to the program's design.

As part of the Induction program's recommendation verification process also includes a systematic process of reviewing documentation. If a participating teacher is not recommended for a Clear Credential, the participating teacher may rewrite or expand the reflection, revisit the context and illustrate a better understanding of the context and/or next steps. Alternatively, the participating teacher may complete a written appeal form available from [insert title of person] providing additional evidence, as that participating teacher feels is appropriate. In the discretion of the Induction Program, a participating teacher may repeat portions of the program.



## School Closure Policy

The Governing Board of Mission Vista Academy (the “Charter School”) is committed to following all applicable laws and related to school closure.

The purpose of the Mission Vista Academy Governing Board approving the School Closure Policy is to accomplish the following:

1. Establish the Official Action of the Board of Directors to Close the Charter School
2. Outline the Notification Process of a School Closure
3. Outline the Management of Student Records
4. Establish the Preparation of Final Financial Records
5. Outline the Management of Assets of the Charter School
6. Outline Who is Responsible for Liabilities
7. Establish Compliance with the California Corporations Code
8. Establish the Release of Claims

- 1. Official Action of the Board of Directors:** Closure of the Charter School will be documented by official action of the Board of Directors. The action will identify the reason for closure. The official action will also identify an entity and person(s) responsible for closure-related activities.
- 2. Notification of School Closure:** The Board of Directors will promptly notify parents/guardians and students of the Charter School, the District, the County Office of Education, the Charter School’s SELPA, the retirement systems in which the Charter School’s employees participate (e.g., Public Employees’ Retirement System, State Teachers’ Retirement System, and federal social security), and the California Department of Education of the closure as well as the effective date of the closure. This notice will also include the name(s) of and contact information for the person(s) to whom reasonable inquiries may be made regarding the closure; the pupils’ school districts of residence; and the manner in which parents/guardians may obtain copies of pupil records, including specific information on completed courses and credits that meet graduation requirements. A copy of this Policy will also be provided to the Charter School’s SELPA. If required by the Charter School’s SELPA, the Charter School will provide additional information to ensure: 1) Appropriate transition of special education services for students served by the Charter School; 2) Compliance with state and federal laws; 3) Compliance with state and federal funding requirements; and/or 4) Accuracy and reliability of any data submitted to the Charter School SELPA.



The Board will ensure that the notification to the parents/guardians and students of the Charter School of the closure provides information to assist parents/guardians and the students in locating suitable alternative programs. This notice will be provided promptly following the Board's decision to close the Charter School.

3. **Student Records:** The Board will also develop a list of pupils in each grade level and the classes they have completed, together with information on the pupils' districts of residence, which they will provide to the entity responsible for closure-related activities.

As applicable, the Charter School will provide parents/guardians, students and the District with copies of all appropriate student records and will otherwise assist students in transferring to their next school. All transfers of student records will be made in compliance with the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. § 1232g. The records of the Charter School should remain with the nonprofit entity, at least until the nonprofit closes, in which case the records should be maintained by other Charter School-related agencies. If all of the aforementioned agencies have closed, the Charter School will ask the District to store original records of Charter School students. All records of the Charter School shall be transferred to the District upon Charter School closure. If the District will not or cannot store the records, the Charter School shall work with the County Office of Education to determine suitable alternative location for storage.

All state assessment results, special education records, and personnel records will be transferred to and maintained by the entity responsible for closure-related activities in accordance with applicable law.

4. **Final Financial Records:** As soon as reasonably practical, the Charter School will prepare final financial records. The Charter School will also have an independent audit completed within six months after closure. The Charter School will pay for the final audit. The audit will be prepared by a qualified Certified Public Accountant selected by the Charter School and will be provided to the District promptly upon its completion. The final audit will include an accounting of all financial assets, including cash and accounts receivable and an inventory of property, equipment, and other items of material value, an accounting of the liabilities, including accounts payable and any reduction in apportionments as a result of audit findings or other investigations, loans, and unpaid staff compensation, and an assessment of the disposition of any restricted funds received by or due to the Charter School.

The Charter School will complete and file any annual reports required pursuant to Education Code section 47604.33.

5. **Assets of the Charter School:** On closure of the Charter School, all assets of the Charter School, including but not limited to all leaseholds, personal property, intellectual property and all ADA apportionments and other revenues generated by students attending the Charter School, remain the sole property of the Charter School and upon dissolution of the nonprofit public benefit corporation shall return to the nonprofit corporation to be used within the state of California only. Any assets acquired from the District or District property will be promptly returned upon Charter School closure to the District. The distribution shall include return of any grant funds and restricted categorical funds to their source in accordance with the terms of

the grant or state and federal law, as appropriate, which may include submission of final expenditure reports for entitlement grants and the filing of any required Final Expenditure Reports and Final Performance Reports, as well as the return of any donated materials and property in accordance with any conditions established when the donation of such materials or property was accepted.

6. **Liabilities:** On closure, the Charter School shall remain solely responsible for all liabilities arising from the operation of the Charter School.
7. **California Corporations Code:** As the Charter School is operated by a nonprofit public benefit corporation, should the corporation dissolve with the closure of the Charter School, the Board will follow the procedures set forth in the California Corporations Code for the dissolution of a nonprofit public benefit corporation and file all necessary filings with the appropriate state and federal agencies.

The Charter School will utilize the school's budgeted reserve fund to undertake any expenses associated with the closure procedures identified above.

8. **Release of Claims:** When the Charter School closes, the Charter School shall release and discharge the Charter SELPA and its past and present principals, members, partners, officers, directors, affiliate employees, agents, successors, assigns, attorneys and insurers, collectively with the Charter SELPA, from any and all claims arising out of the operations of the Charter School. Accordingly, the closing Charter School shall promptly withdraw and/or cause to be filed dismissals with prejudice of all applications, requests, reports, complaints or appeals, if any, filed or made as to any such claims.

Consistent with the release language above, closure of a Charter School terminates the ability for the Charter School and associated entities affiliated with the Charter School to submit claims to any funding or to any Charter SELPA Risk Pool (e.g., Legal Risk Pool, SELPA Set Aside, Rate Smoothing Pool, etc.) effective the date of the Charter School closure and/or termination of membership pursuant to CEO Policy 26. Termination of the ability to submit funding and SELPA Risk Pool claims may be suspended for an Organization Partner with local educational agencies that will continue as Charter SELPA members.



## Educational Materials and Restitution Policy

This policy supports Mission Vista Academy's ("School") efforts to remain a sound steward of public funds and ensure students continue to have access to educational materials.

The purpose of the Mission Vista Academy Governing Board approving this Educational Materials and Restitution Policy is to accomplish the following:

1. Provide an Overview for the Educational Materials and Restitution Policy
2. Outline the Procedures for the Restitution Process

- 1. Overview:** Students attending School may receive access to certain School property during the course of the school year, including educational technology and textbooks, and they are responsible for ensuring the educational materials are returned (with reasonable wear and tear). California law states that the parent or guardian of a minor can be held liable to a school for all property loaned to and failed to be returned, or willfully damaged by a minor. The liability shall not exceed \$10,000.

The School shall seek restitution when a student, among other things, willfully cuts, defaces, or otherwise damage any property, or loses or fails to return property, borrowed or personal belonging to the School. This includes but is not limited to, installing unauthorized software applications, modifying, adding or deleting software or any alteration to the configuration of any and all IT computing devices - such as laptops and other devices.

The School, after affording the student due process rights, may withhold the grades, diploma, and official transcripts of a student until the student or parent/guardian pays for the lost or damaged school property (e.g., educational technology, textbooks, etc.). The School may also withhold full privileges of participation in school activities.

### *Withholding Grades, Diploma and Transcripts and Transferring Students*

The authority to withhold grades, diploma, or official transcripts applies only to situations where the student, parent or guardian has requested a copy of the student's records. **When a student transfers to another K-12 school, the student's permanent record must be sent to the requesting K-12 school. If the student transfers to a K-12 school, a copy of the student's permanent record must be sent to the requesting district.** The permanent record, or copy, must be sent even though there may be charges or fees owed by the student, parent, or guardian. In

such cases, upon sending the permanent student record to the new (receiving) school, the new school shall be notified of the restitution debt.

## **2. Procedures:**

1. School shall use inventory systems clearly identify the student and type of school property issued to the student.

2. School shall implement a restitution process by which students are afforded the opportunity to return the missing property or pay for the damages. Assuming the student returns the missing property or pays for damages, the debt is discharged and any withheld grades, diploma, or official transcripts of the student shall be released and the full privileges of participation in school activities shall be restored.

3. School shall follow the due process procedure listed below that allows the parent/guardian or student an opportunity to review and respond to the imposition of any fees or charges resulting from this policy.

a. The School shall provide the parent/guardian written notice of alleged loss or damage of school property ("Written Notice").

b. The Written Notice will inform families the School may contact law enforcement and/or refer the debt to a collections agency.

c. If the parent/guardian disagrees with the School's Written Notice, they may appeal the Written Notice in writing to **[INSERT SCHOOL OFFICIAL]**. The parent/guardian's appeal should explain why a fee or charge should not be imposed in response to the Written Notice.

d. After reviewing any information provided by the parent/ guardian, the Principal (or his/her designee) shall decide whether or not to withhold grades, diploma, or official transcripts and/or impose the fee for damages. The parent/guardian shall be notified in writing of the decision. The written decision of the Principal is final. There is no appeal beyond the school level.

4. Upon receiving notification of the School's decision ("Second Written Notice"), the parent or guardian must pay the outstanding obligation payable to the School or return missing property.

5. If the parent/guardian does not respond to the Written Notice or if a parent/guardian loses their appeal, School may withhold the transcript, diploma, and grades until the debt is resolved. The Second Written Notice shall explain if the School is withholding the transcript, diploma, and grades until the parent/guardian pays or remedies the outstanding debt.

6. Upon receiving payment or the unreturned educational materials in satisfactory condition (e.g., reasonable wear and tear), the School shall ensure the debt is discharged. If the School withheld student's grades, diploma, and/or official transcripts, School shall release grades, diploma, and/or transcripts.

7. The purpose of this policy is to provide families reasonable opportunity to return missing

educational equipment or pay for damaged and missing school property to avoid the School having to seek a legal recourse. If the Second Written Notice is unsuccessful, the School may consider referring the debt to a collections agency as a last resort.

## SAMPLE WRITTEN NOTICE FOR OVERDUE MATERIALS

**RE: WRITTEN NOTICE OF OVERDUE MATERIALS & UNPAID FINES**

Dear Parent or Guardian:

As part of [INSERT STUDENT NAME]'s enrollment with Mission Vista Academy ("School"), your child was given access to school property for [INSERT SCHOOL YEAR]. You were required to return these educational materials at the end of the school year. You have failed to return the following: [INSERT PROPERTY].

California law provides that parents/guardians are responsible for school property loaned to students; therefore, we are requiring that the materials listed above be returned or payment of [INSERT COST OF PROPERTY] by [INSERT DUE DATE].

**The School is authorized to withhold the grades, diploma, and official transcripts of the student, or to deny participation in school activities that are deemed until the debt is addressed. If you do not resolve this debt, the School may contact law enforcement for theft or refer this debt to a collections agency.**

You have an opportunity to appeal the imposition of any fees or charges. If you wish to appeal this notice, you must provide a written appeal to [INSERT NAME AND CONTACT INFORMATION] by [INSERT DUE DATE – Same one as due date for payment]. This appeal must include the reasons why a fee should not be imposed.

If an appeal is submitted, after reviewing any information provided by the parent/guardian and student, the Principal (or his/her designee) shall determine whether or not to withhold grades, diploma, or official transcripts and/or impose the fee for damages. The parent/guardian and student shall be notified in writing of the decision. The decision is final. There is no appeal beyond the school level.

If you do not file an appeal or if the School confirms you owe the amount described above after the appeal, you are required to make a payment to the School to resolve the debt incurred for not returning School property. The School, in its discretion, may withhold grades, diplomas, and official transcripts until this debt is discharged.

If you have any questions or concerns about this letter, please contact the Principal, Amy Davis, amy@inspireschools.org.

SAMPLE SECOND WRITTEN NOTICE FOR OVERDUE MATERIALS WHERE FAMILY DID NOT RESPOND TO FIRST WRITTEN NOTICE

**RE: SECOND NOTICE OF OVERDUE MATERIALS & UNPAID FINES**

Dear Parent or Guardian:

As part of [INSERT STUDENT NAME]'s enrollment with Mission Vista Academy ("School"), your child was given access to school property for [INSERT SCHOOL YEAR]. You were required to return these educational materials the end of the school year. You have failed to return the following: [INSERT PROPERTY].

California law provides that parents/guardians are responsible for school property loaned to students; therefore, we are requiring that the materials listed above be returned or payment of [INSERT COST OF PROPERTY] by [INSERT DUE DATE].

You did not respond to the Written Notice provided by the School on [INSERT DATE OF WRITTEN NOTICE]. Therefore, the School will withhold the grades, diploma, and official transcripts of [INSERT STUDENT NAME] as of the date listed above on this letter.

**If you do not resolve this debt by [INSERT DUE DATE], the School intends to refer this debt to a collections agency.** Please note that the School intends to also provide your contact information to law enforcement because your failure to return school property may constitute theft. Of course, we prefer avoiding these sorts of actions and trust you will return the school property immediately to resolve this matter. Your failure to return the educational materials harms your child and other school children who would otherwise benefit from these educational materials.

If you have any questions or concerns about this letter, please contact the Principal, Amy Davis, amy@inspireschools.org.

AB 2601 (2018) amended the California Healthy Youth Act (CHYA) to require that charter schools in California provide students with inclusive and comprehensive sexual health education and HIV prevention education (Education Code §§ 51930-51939). CHYA education must be provided at least once in middle school and at least once in high school. At our school, 8<sup>th</sup> grade (middle school) and 9<sup>th</sup> grade (high school). The law additionally requires instruction be inclusive of all genders, sexual orientations, abilities, races, and cultural backgrounds and present medically accurate and unbiased information.

The school will send a letter to parents/guardians that explains their right to review the curriculum prior to instruction and their right to excuse their child from the instruction. The letter includes the following information:

- Comprehensive sexual health and HIV prevention instruction is provided by trained classroom teachers or community-based health educators.
- All content complies with California Healthy Youth Act and CA Education Code requirements.
- When the instruction will be implemented at their child's school.
- Where parents/guardians can review instructional materials at their child's school.
- That parents/guardians may notify the school in writing if they wish to excuse their child from the instruction.

Parents or guardians may excuse their child from the sexual health instruction for this school year by providing a written note in their preferred language to their child's teacher. The note should simply state that they are excusing their child from the instruction, include their child's name, and be signed by the parent or guardian. There is no need for any explanation or reason to be stated in this note.

Districts may choose a curriculum to use to meet the requirements of the new law. The school will use ***Rights, Respect, Responsibility*** (3Rs). This is a comprehensive sexual health curriculum that complies with [the State of California's CA Healthy Youth Act](#) requirements. This curriculum was vetted by a team of experts prior to being approved by our program's Sexual Health Education Advisory Team. The 3Rs lessons were authored by [Advocates for Youth](#), who is funded and supported by the Centers for Disease Control and Prevention and who collaborates with the California Department of Education to implement medically accurate sexuality education statewide. This curriculum is open for [public review](#).





## Mission Vista Academy Master Agreement for Independent Study

**Student:**

**Student Number:**

**Address:**

**Location:**

**1st Phone Number:**

**DOB:**

**Program Placement:**

**Contract Term: Full Year**

**Beginning Date:**

**End Date:**

**Year:**

**2nd Phone Number:**

**Grade Level:**

**School for Classroom Option:**

### It is understood that:

**Objectives:** The student will complete the courses listed below. All course objectives will be consistent with the established program's governing board and are consistent with program standards as outlined in the program's subject/course descriptions. Assignment and Work Record (AWR) Forms will include additional descriptions of the major objectives and activities of the courses of study covered by this agreement including the evaluation of student work and are incorporated herein. The term "Course Value" (CV) refers to the number of credits (secondary education) or weeks of work (elementary education) the student will attempt.

**Schedule**

**Category**

**Course Value**

**Methods of Study:** Specific methods of study will be designated on the Assignment and Work Record (AWR) and are incorporated herein. Examples of methods of study for the student will include: Independent Reading, Textbook Activities, Problem Solving, Study Projects, Drill & Practice, Computerized Curriculum, Web/Internet Research, Library Research, Field Trips, Learning Center Courses

**Specific Resources:** The school will provide appropriate instructional materials and personnel necessary to the achievement of the objectives and must include resources that are normally available to all students on the same terms as the terms on which they are available to all.

Assignments and specific resources will be designated on the Assignment and Work Record (AWR) and are incorporated herein.

**Methods of Evaluation:** Academic evaluations will be designated on the Assignment and Work Record (AWR) and are incorporated herein. Other acceptable methods of evaluation include, but are not limited to: Teacher Made Tests, Student Conferences, Progress/Report Cards, Chapter/Unit Tests, Work Samples, Observations, Portfolios, State Standards Testing, Learning Journals, Presentations, Quizzes, Labs, Finals.

**Students are required to report to their teacher as scheduled:** Manner of Reporting: One-on-One, Email, Online, Phone. Time: 8:30 am - 5:00 pm. Day: M-F. Frequency: At least once every 20 days. Duration: Full Year. Location: Virtual or In-Person.

**Voluntary Statement:** It is understood that independent study is an optional educational alternative in which no pupil maybe required to participate. In the case of a pupil who is referred or assigned to any school, class, or program pursuant to Education Code Section 48915 or 48917, instruction may be provided for a student through independent study only if the student is offered the alternative of classroom instruction.

**Board Policies:** According to the Board Policy for grades TK through 12, the maximum length of time allowed between when the assignment was made and the date the assignment is due is 20 school days, unless an exception is made in accordance with the Board Policy. After 2 missed assignments, as per Board Policy, an evaluation will be made to determine whether independent study is an appropriate strategy for this student.

**Additional Courses:** may be added to this agreement as needed if the agreement is re-signed and re-dated by the teacher and the student.

**Signatures and Dates:** I have read and I understand the terms of this agreement, and agree to all provisions set forth.

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Student Signature

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Date

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Parent/Guardian/Caregiver Signature

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Date

---

Supervising Teacher Signature

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Date

---

Other Signature

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Date

---

Other Signature

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Date

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Other Signature

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Date

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Other Signature

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Date



## Mission Vista Academy Acknowledgement of Responsibilities

**Student:**

**Student Number:**

**Address:**

**Location:**

**1st Phone Number:**

**DOB:**

**Program Placement:**

**Contract Term: Full Year**

**Beginning Date:**

**End Date:**

**Year:**

**2nd Phone Number:**

**Grade Level:**

**School for Classroom Option:**

### **Students Agreement/Responsibilities**

- I voluntarily request participation in this independent study program and have read and understand the terms of the master agreement.
- I will complete all course work outlined in the master agreement, and as assigned to me in the periodic Student Assignment and Work Record.

### **Parent/Legal Guardians Agreement**

I agree to the above conditions listed under Students Agreement/Responsibilities. I also understand that:

- I am responsible for the daily monitoring/verification of all subjects studied, with scheduled monitoring by the Independent Study Teacher.
- If I become aware of special or extenuating circumstances that will prohibit my student from turning in the assigned work by the due date, I will contact the Independent Study Teacher prior to the due-date to make alternative arrangements.
- I understand that it is my responsibility to provide any needed transportation for my child's scheduled meetings at a mutually agreed upon location reflected on the face of the master agreement and that lack of transportation is not an acceptable reason for failing to meet with the Independent Study Teacher. I have the right to appeal any decision about my child's placement in accordance with the school's policies and procedures.

### **Independent Study Teachers Agreement**

- The Independent Study Teacher will assign a body of work to be completed during the duration of this agreement.
- The Independent Study Teacher will evaluate work in a timely manner.
- The Independent Study Teacher will notify the student and parent/legal guardian of the academic credit granted for work completed.

We, the undersigned, understand the voluntarily agree to the terms and conditions of this Independent Study agreement. Our signatures below indicate that we voluntarily participated in the establishment of these Agreements/Responsibilities and that we understand and accept our responsibilities in relation to this document.

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Student Signature

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Date

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Parent/Guardian/Caregiver Signature

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Date

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Teacher Signature

---

Date

---

Other Signature

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Date

# Mission Vista Academy

## 2019-2020 Board Meeting Calendar

August 2019						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
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25	26	27	28	29	30	31

September 2019						
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29	30					

October 2019						
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November 2019						
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December 2019						
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29	30	31				

January 2020						
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February 2020						
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March 2020						
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29	30	31				

April 2020						
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May 2020						
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31						

June 2020						
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28	29	30				

July 2020						
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26	27	28	29	30	31	



Board Meetings

Sep 28	Board Training 9:00 am - 4:00 pm
Oct 23	Board Meeting 5:00 pm
Nov 20	Board Meeting 5:00 pm
Dec 18	Board Meeting 5:00 pm

Jan 22	Board Meeting 5:00 pm
Feb 19	Board Meeting 5:00 pm
Mar 25	Board Meeting 5:00 pm
April 22	Board Meeting 5:00 pm
May 20	Board Meeting 5:00 pm
Jun 17	Board Meeting 5:00 pm