



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

May 20, 2020 – 5:00 pm

350 W. Brookside

Beaumont, CA 92223

Through Teleconference

Join Zoom Meeting

<https://zoom.us/j/92813952701>

Meeting ID: 928 1395 2701

Dial by your location

+1 669 900 6833 US (San Jose)

Meeting ID: 928 1395 2701

Find your local number: <https://zoom.us/u/adgrfSDTvo>

AGENDA

1. Call to Order
2. Approval of the Agenda
3. Public Comments
4. Senior Director's Report
 - a. PPP Updates
 - b. Temporary School Closure due to Covide-19 Updates
 - c. 2020-2021 Enrollment Updates
5. Discussion and Potential Action on the April and May Board Meeting Minutes
6. Discussion and Potential Action on the April Financials
7. Consideration of Preliminary 2020-2021 Budget
8. Discussion and Potential Action on the COVID-19 Plans (Executive Order: N-56-20 Operations Written Report)
9. Discussion and Potential Action on the Invoices over \$100,000
10. Discussion and Potential Action on the Inspire Charter Services Service Agreement
11. Discussion and Potential Action on the Confirmation of Retention of Counsel – Engagement Letter

12. Discussion and Potential Action on the 2020-2021 Staff Calendars
13. Discussion and Potential Action on the Suicide Prevention Policy
14. Discussion and Potential Action on the Suspension and Expulsion Policy
15. Discussion and Potential Action on the Educational Vendor Policies and Procedures
16. Discussion and Potential Action on the Vendor Agreements
17. Announcement of Next Regular Scheduled Board Meeting
18. Adjournment

Public comment rules: Members of the public may address the Board on agenda or non-agenda items through the teleconference platform, zoom. Zoom does not require the members of the public to have an account or login. Please either utilize the chat option to communicate with the administrative team your desire to address the board or simply communicate orally your desire to address the board when the board asks for public comments. Speakers may be called in the order that requests are received. 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 951-290-3013 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)).

Mission Vista Academy

Board Meeting: May 20, 2020



PPP Update

- Submitted all paperwork
- Waiting for a response from PPP
- Hopefully get approval this week
 - Money should be funded within 2-3 business days



Temporary School Closure Update (COVID)

- We will remain closed until further notice
- We will continue to communicate with families and support them however we can
- We will continue to send out school wide communication
- Added more virtual class options
 - Cooking, PE, art, etc.



Enrollment Update



- Final open enrollment count: 905
- Accepted all from open enrollment
- 3 days to accept
- 7 days to submit paperwork
- Working alphabetically
- 456 on waitlist (5/18/20)

Contracts Update



- Questions about pay for HSTs carrying students ABOVE 35
- Language made it sound as if they don't get paid over 35
- Adjusted so teachers do get paid for all students over 28
- Did not require board approval because it's not changing any current practices, just fixing ambiguous language
- Working on getting 20/21 contracts out to staff



We appreciate YOU!



MISSION VISTA ACADEMY

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Regular Scheduled Board Meeting - Mission Vista Academy

April 22, 2020 – 5:00 pm

350 W. Brookside, Beaumont, CA 92223

Attendance: Eric Eckstrom, Eve Kavanaugh, Joshua Cobbua, Lisa Banks and Lauren Clark – Teleconference

Absent: None

Also Present: Amy Davis, Erika Vanderspek and Bryanna Brossman - Teleconference

Call to Order:

Eric Eckstrom called the meeting to order at 5:05 pm.

Approval of the Agenda:

Joshua Cobb motioned to approve the agenda. Lauren Clark seconded.

-Unanimous.

Public Comments:

None

Principal's Report:

The Principal reported on:

- School Closure
- High School Grading
- Enrollment Update

Discussion and Potential Action on Officer Elections:

Eric Eckstrom motioned to make Lauren Clark the Secretary. Joshua Cobb seconded.

-Unanimous.

Discussion and Potential Action on the January Special Board Meeting Minutes and March Board Meeting Minutes:

Joshua Cobb motioned to approve the January Special Board Meeting Minutes with the update that Eric Eckstrom did not abstain on the School Closure item and March Board Meeting Minutes. Lauren Clark seconded.

-Unanimous.

Discussion and Potential Action on the March Financials:

Joshua Cobb motioned to approve the March Financials. Eve Kavanaugh seconded.

-Unanimous.

Discussion and Potential Action on the 2020 – 2021 Benefits Renewals:

Lauren Clark motioned to approve the 2020-2021 Benefits Renewals. Joshua Cobb seconded.

-Unanimous.

Discussion and Potential Action on the LCAP Goals:

The board provided stakeholder feedback on the proposed LCAP Goals. No board action was taken.

Discussion and Potential Action on the Principal Title Change and Job Description:

Eric Eckstrom motioned to approve the Principal Title Change and Job Description. Joshua Cobb seconded.

-Unanimous.

Discussion and Potential Action on the Senior Director Evaluation Timeline and Document:

Joshua Cobb motioned to approve the Senior Director Evaluation Timeline and Document with the idea of having it in June. Lisa Banks seconded.

-Unanimous.

Discussion and Potential Action on the Board Resolution Regarding Senior Director Authority 2020 – 4:

Eric Eckstrom motioned to approve the Board Resolution Regarding Senior Director Authority 2020 – 4. Lauren Clark seconded.

-Unanimous.

Discussion and Potential Action on the Employment Contracts and Calendars:

Eric Eckstrom motioned to approve the Employment Contracts and Calendars. Joshua Cobb seconded.

-Unanimous.

Discussion and Potential Action on the Salary Schedules:

Lisa Banks motioned to approve the Salary Schedules. Joshua Cobb seconded.

-Unanimous.

Discussion and Potential Action on the Field Trip Policy:

Eric Eckstrom motioned to approve the Field Trip Policy. Eve Kavanaugh seconded.

-Unanimous.

Discussion and Potential Action on the Educational Vendor Policies and Procedures:

Lauren Clark motioned to approve the Educational Vendor Policies and Procedures. Eric Eckstrom seconded.

-Unanimous.

Discussion and Potential Action on the Withdrawal Policy:

Eric Eckstrom motioned to approve the Withdrawal Policy. Eve Kavanaugh seconded.

-Unanimous.

Discussion and Potential Action on the Independent Study Policy:

Eric Eckstrom motioned to approve the Independent Study Policy. Eve Kavanaugh seconded.

-Unanimous.

Discussion and Potential Action on the Non-Compliance Policy:

Eric Eckstrom motioned to approve the Non-Compliance Policy. Eve Kavanaugh seconded.

-Unanimous.

Discussion and Potential Action on the Residency Policy:

Eric Eckstrom motioned to approve the Residency Policy. Eve Kavanaugh seconded.

-Unanimous.

Discussion and Potential Action on the Teacher Certification Policy:

Joshua Cobb motioned to approve the Teacher Certification Policy. Lisa Banks seconded.

-Unanimous.

Discussion and Potential Action on the Graduation Requirements:

Eric Eckstrom motioned to approve the Graduation Requirements. Eve Kavanaugh seconded.

-Unanimous.

Discussion and Potential Action on the Board Resolution – High School Graduation Requirements: 2020 – 5:

Eric Eckstrom motioned to approve the Board Resolution – High School Graduation Requirements: 2020 – 5. Eve Kavanaugh seconded.

-Unanimous.

Discussion and Potential Action on the SELPA Resolution – 2020 – 6:

Eric Eckstrom motioned to approve the SELPA Resolution – 2020 – 6. Joshua Cobb seconded.

-Unanimous.

Discussion and Potential Action the Board Resolution Approving the Authority of the Senior Director to Add to the Number of Enrollment Spots Available During Open Enrollment 2020 – 7:

Joshua Cobb motioned to approve the Board Resolution Approving the Authority of the Senior Director to Add to the Number of Enrollment Spots Available During Open Enrollment 2020 – 7. Eric Eckstrom seconded.

-Unanimous.

Announcement of Next Regular Scheduled Board Meeting:

May 20th at 5:00 pm

Adjournment:

Lauren Clark motioned to adjourn the meeting at 7:42 pm. Eric Eckstrom seconded.

-Unanimous.



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Regular Scheduled Board Meeting - Mission Vista Academy

May 5, 2020 – 4:00 pm

350 W. Brookside, Beaumont, CA 92223

Attendance: Lisa Banks, Eve Kavanaugh, Eric Eckstrom , Lauren Clark, Joshua Cobb – Teleconference

Absent: None

Also Present: Amy Davis, Erika Vanderspek, Bryanna Brossman – Teleconference

Call to Order:

Erik Eckstrom called the meeting to order at 4:05 pm.

Approval of the Agenda:

Lauren Clark motioned to approve the agenda. Eve Kavanaugh seconded.

-Unanimous

Public Comments:

None

Board Member Joshua Cobb entered the meeting at 4:15 pm.

Discussion and Potential Action on the Board Resolution To Apply with One or More Financial Institutions to Borrow the Maximum Qualifying Amount under the Paycheck Protection Program:

Joshua Cobb motioned to approve the Board Resolution To Apply with One or More Financial Institutions to Borrow the Maximum Qualifying Amount under the Paycheck Protection Program, for 3.1 million. Eve Kavanaugh seconded.

-Aye - Joshua Cobb, Eve Kavanaugh, Lisa Banks

-Nay - Eric Eckstrom, Lauren Clark

-Abstain - None

-Motion Carries

Discussion and Potential Action on the Invoices:

Lauren Clark motioned to approve the Invoices. Joshua Cobb seconded.

-Unanimous

Adjournment:

The board adjourned the meeting at 4:47 pm.

Prepared by:

Bryanna Brossman

Noted by:

Board Secretary



Mission Vista Academy

Monthly Financial Presentation – April 2020



MISSION VISTA – Highlights

- Annual Projected Revenue: Unchanged
- Annual Project Expenses: Reduced by 227K
- Annual Projected Surplus: \$1.82 MM

- SB740 Requirements:

In Compliance ✓

Cert.	Instr.
50.6%	84.9%
4,269,991	1,877,323

*Must exceed
40% / 80%*

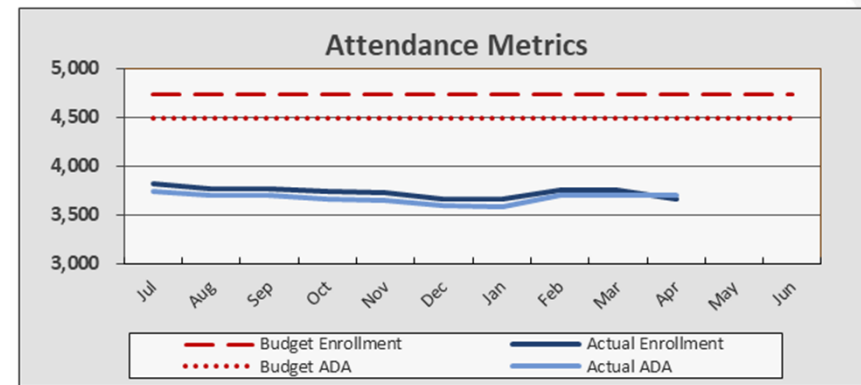
In Compliance ✓

Pupil:Teacher Ratio
20.89 : 1

*Must be equal to or less than
25:1*

MISSION VISTA – Enrollment

Enrollment & Per Pupil Data			
	<u>Actual</u>	<u>Forecast</u>	<u>Budget</u>
Average Enrollment	3729	3704	4731
ADA	3670	3698	4494
Attendance Rate	98.4%	99.8%	95.0%
Unduplicated %	38.3%	38.3%	25.0%
Revenue per ADA		\$9,727	\$11,534
Expenses per ADA		\$9,234	\$11,278



- Forecasted Annual Daily Attendance (ADA) – P2
- Unduplicated Pupil % – Unchanged

MISSION VISTA – Revenue

- Annual (-) variance due to lower forecasted ADA vs budget
- Same forecasted revenue as previous month

	Year-to-Date			Annual/Full Year		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
Revenue						
State Aid-Rev Limit	\$ 25,825,222	\$ 30,089,920	\$ (4,264,699)	\$ 32,968,079	\$ 39,646,834	\$ (6,678,755)
Federal Revenue	-	388,896	(388,896)	384,542	467,423	(82,881)
Other State Revenue	402,915	1,768,728	(1,365,813)	2,536,108	3,042,743	(506,635)
Other Local Revenue	77,393	-	77,393	77,393	-	77,393
Total Revenue	\$ 26,305,530	\$ 32,247,544	\$ (5,942,014)	\$ 35,966,122	\$ 43,157,000	\$ (7,190,877)

MISSION VISTA – Expense

- Overall expenses are favorable year-to-date
- Salary forecast based on payroll through 4/30

	Year-to-Date			Annual/Full Year		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
Expenses						
Certificated Salaries	\$ 11,299,425	\$ 11,593,333	\$ 293,908	\$ 13,689,498	\$ 13,912,000	\$ 222,502
Classified Salaries	185,510	-	(185,510)	215,023	-	(215,023)
Benefits	3,098,372	3,678,298	579,926	3,794,604	4,405,686	611,082
Books and Supplies	2,686,705	4,809,550	2,122,844	3,729,661	6,137,096	2,407,436
Subagreement Services	7,848,668	9,500,130	1,651,462	8,842,637	12,370,096	3,527,458
Operations	43,883	285,616	241,734	73,888	330,252	256,364
Facilities	1,166	137,792	136,627	1,166	165,351	164,185
Professional Services	2,312,111	3,423,514	1,111,403	2,706,226	4,465,852	1,759,626
Depreciation	-	-	-	-	-	-
Interest	1,004,067	187,600	(816,467)	1,087,686	411,600	(676,086)
Total Expenses	\$ 28,479,908	\$ 33,615,833	\$ 5,135,926	\$ 34,140,390	\$ 42,197,933	\$ 8,057,543

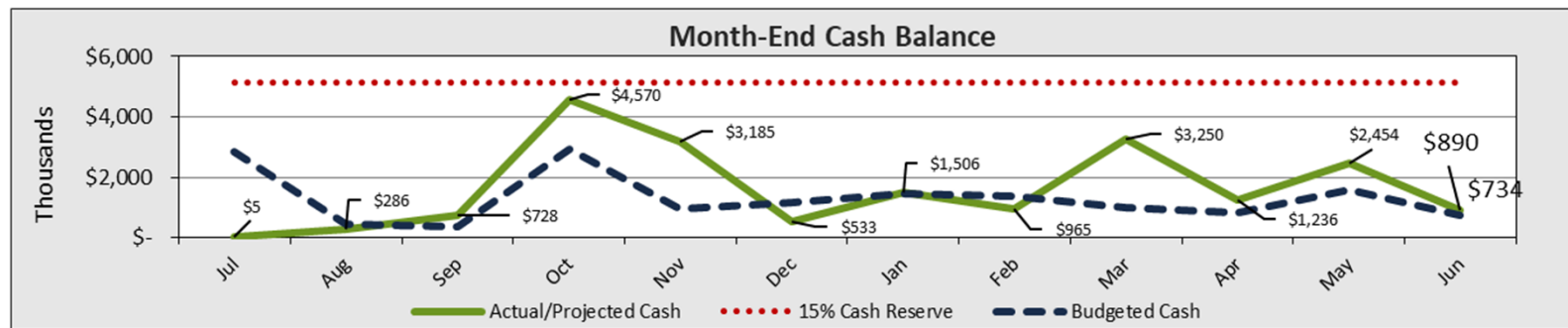
MISSION VISTA – Fund Balance

- Year-end surplus forecasted at \$1.82 MM
- Reserve for economic uncertainty exceeds target

	Year-to-Date			Annual/Full Year		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
Total Surplus(Deficit)	\$ (2,174,378)	\$ (1,368,289)	\$ (806,088)	\$ 1,825,732	\$ 959,067	\$ 866,665
Beginning Fund Balance	-	-		-	-	
Ending Fund Balance	<u>\$ (2,174,378)</u>	<u>\$ (1,368,289)</u>		<u>\$ 1,825,732</u>	<u>\$ 959,067</u>	
As a % of Annual Expenses	-6.4%	-3.2%		5.3%	2.3%	

MISSION VISTA – Cash Balance

- 4/30 cash balance: \$1.2 MM
- Year-end cash balance projected at \$890k
- Positive cash projected through receivable sales



MISSION VISTA – Intercompany

[Current FY Projection]

Due (To)/ From Inspire Accounts	Account Balance 3/31/20	May	June	Account Balance 6/30/20
Inspire LA	\$ -	-	-	\$ -
Cabrillo Point Academy	(669,215)	-	-	(669,215)
Feather River Charter School	(130,210)	-	-	(130,210)
Blue Ridge Academy	29,606	-	-	29,606
Yosemite Valley Charter School	1,128,108	-	-	1,128,108
Inspire Clarksville Charter School	(63,209)	-	-	(63,209)
Pacific Coast Academy	(54,190)	-	-	(54,190)
Inspire Charter Services	4,561	-	-	4,561
Heartland	(14,165)	-	-	(14,165)
Granite Mountain	(2,224)	-	-	(2,224)
<i>Total Change per period</i>		-	-	
Total Due (To)/From Balance	\$ 229,062	\$ 229,062	\$ 229,062	\$ 229,062

- No payments in or out of the company currently projected

MISSION VISTA – Compliance

Area	Due Date	Description	Completed By	Board Must Approve	Signature Required
FINANCE	May 15th extended to July 15th	Extended Due Date - Form 990 - The IRS Form 990 is the annual information return filed by most non-profit charter schools. The form should be reviewed and accepted by the Board prior to filing. During 2020 - due date has been automatically extended to July 15, 2020.	Mission Vista/Audit firm	Yes	No
FINANCE	April 1st extended to June 1st	File a Form 700 - Statement of Economic Interests (SEI) : The requirement is part of the Political Reform Act enacted in 1974, which was passed by California voters to promote integrity in state and local government by helping agency decision makers avoid conflicts between their personal interests and official duties. Depending on your local authorizer's conflict of interest policies, certain charter school officers and employees may be required to file Statements of Economic Interest with a filing officer by the April 1 deadline. Due to the current COVID-19 pandemic, the Fair Political Practices Commission is allowing a 60-day extension until June 1, 2020 for those required to file a 2019 annual Statement of Economic Interests (Form 700). http://www.fppc.ca.gov/media/press-releases/2020-news-releases/press-release-extend-form700.html	Mission Vista with Charter Impact support	Yes	Yes
FINANCE	Jun-15	Submit Charter Schools Annual Information Survey - The Charter Schools Annual Information Survey has 5 sections: location and school contact information, authorizing agency, site, curriculum and governance information, facilities, retirement and services information, and funding. The funding selection impacts how your school receives revenue payments. All charter schools must be either directly or locally funded. For example: LCFF apportionment funds for a locally funded charter school flow through its local chartering authority whereas funds for a direct funded charter school may flow directly to the county treasurer and then to the charter school. However, the funding type decision may impact the amount of other state and federal funds that a charter school receives, outside the LCFF. This decision may be reconsidered on an annual basis.	Charter Impact	No	Yes
FINANCE	Jun-25	Certification of the 2019-20 Second Principal Apportionment - The Principal Apportionment includes funding for the Local Control Funding Formula, which is the primary source of an LEA's general purpose funding; Special Education (AB 602); and funding for several other programs. The Second Principal Apportionment (P-2), certified by June 25, is based on the second period data that LEAs report to CDE in April and May. P-2 supersedes the P-1 Apportionment calculations and is the final state aid payment for the fiscal year ending in June.	Charter Impact	No	No
FINANCE	Jun-30	Local Control and Accountability Plan and COVID-19 Operations Written Report 2020–21 LCAP Changes in Response to COVID-19 - Executive Order N-56-20 extended the deadline for adoption of the 2020–21 LCAP from July 1, 2020, to December 15, 2020. Executive Order N-56-20 requires that all LEAs complete a written report to explain the changes to program offerings that the LEA has made in response to school closures to address the COVID-19 emergency, the major impacts of such closures on students and families, and a description of how the LEA is meeting the needs of its unduplicated students. The California Department of Education (CDE) is currently developing a COVID-19 Written Report form that may be used for this purpose. The COVID-19 Operations Written Report must be adopted with the LEA's budget which is due on or before July 1, 2020.	Mission Vista with Charter Impact support	Yes	No
FINANCE	Jun-30	Submit Preliminary Budget Plan to Authorizer - Charter Schools are required to submit their annual budgets to their authorizer by the authorizer-imposed deadline. Authorizers then use the budget to determine if the Charter School has reasonable financial health to sustain operations. The budget must be presented at the same public meeting as the COVID-19 Operations Report, following the budget hearing. COVID-19 Operations Report and budget adoption must be at least 1 day after the public hearing.	Charter Impact	Yes	No
OPERATIONS	Jun-30	Approve school calendar and instructional minutes - 180/175 days charter schools and are allowed to shorten instructional year by 5 days without fiscal penalty. Kindergarten ~ 600 hours; Grades 1-3 ~ 840 hours; Grades 4-8 ~ 900 hours; Grades 9-12 ~ 1080 hours	Mission Vista with Charter Impact support	Yes	No
GOVERNANCE	Jun-30	Review your Parental Involvement Policy - Every local educational agency (LEA) in California must have a parental involvement policy: Federal requirement (LEAs accepting Title I funds). State requirement (California Education Code [EC] for non-Title I schools. Parents must be involved in how the funds reserved for parental involvement will be allocated for parental involvement activities. Keep minutes and sign-in sheets documenting these discussions. The California Department of Education (CDE) reviews the Consolidated Application and Reporting System (CARS) to see if the required reservation has been made.	Mission Vista	Yes	No
GOVERNANCE	Jun-30	Review your Homeless Education Policy - A Homeless Education Policy is used to ensure that your school is compliant with key provisions of the Education for Homeless Children and Youths Act. It is also used to collect the contact information for your required designated homeless liaisons at your school. All schools are required to establish a board approved Homeless Education Policy.	Mission Vista	No	No

MISSION VISTA – Appendix

- Due (To)/From All Inspire Charter School Locations
- Monthly Cash Flow / Forecast 19-20
- Budget vs. Actual
- Statement of Financial Position
- Statement of Cash Flows
- Due (To)/From All Inspire Charter School Locations
- Check Register
- AP Aging

Mission Vista Academy

Monthly Cash Flow/Forecast FY19-20

Revised 05/10/2020

ADA = 3697.53



Revenues

	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.)
State Aid - Revenue Limit															ADA = 4494.00	
8011 LCFF State Aid	-	-	-	-	-	-	-	13,535,685	8,146,594	-	50,366	2,732,320	1,327,778	25,792,743	31,192,010	(5,399,267)
8012 Education Protection Account	-	-	-	-	-	-	-	361,290	-	-	185,736	-	192,480	739,506	898,890	(159,384)
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	1,897,846	6,435,829	7,555,935	(1,120,105)
	-	-	-	1,134,496	378,165	756,331	378,165	14,275,140	8,524,759	378,165	614,267	3,110,485	3,418,105	32,968,079	39,646,834	(6,678,756)
Federal Revenue																
8181 Special Education - Entitlement	-	-	-	-	-	-	-	-	-	-	305,839	76,908	1,794	384,542	467,423	(82,881)
	-	-	-	-	-	-	-	-	-	-	305,839	76,908	1,794	384,542	467,423	(82,881)
Other State Revenue																
8311 State Special Education	-	-	-	-	-	-	-	-	381,121	-	699,576	349,785	318,444	1,748,927	2,125,875	(376,948)
8599 Other State Revenue	-	-	-	-	-	-	-	-	21,794	-	-	-	-	21,794	-	21,794
	-	-	-	-	-	-	-	-	402,915	-	699,576	349,785	1,083,831	2,536,108	3,042,743	(506,635)
Other Local Revenue																
8660 Interest Revenue	-	-	-	-	-	-	77,393	-	-	-	-	-	-	77,393	-	77,393
	-	-	-	-	-	-	77,393	-	-	-	-	-	-	77,393	-	77,393
Total Revenue	-	-	-	1,134,496	378,165	756,331	455,558	14,275,140	8,927,674	378,165	1,619,683	3,537,179	4,503,730	35,966,122	43,157,000	(7,190,878)

Expenses

Certificated Salaries																
1100 Teachers' Salaries	668,056	732,754	783,457	784,972	831,463	1,191,486	862,184	856,521	848,216	848,739	854,174	854,174	-	10,116,198	11,820,000	1,703,802
1175 Teachers' Extra Duty/Stipends	19,016	67,689	125,682	131,446	162,972	151,987	142,636	142,262	257,281	151,712	128,126	248,126	-	1,728,935	1,182,000	(546,935)
1200 Pupil Support Salaries	10,611	21,940	31,213	38,141	44,171	176,238	9,696	56,143	56,143	56,143	56,143	56,143	-	612,726	245,000	(367,726)
1300 Administrators' Salaries	69,792	84,442	94,929	85,155	37,442	220,643	94,607	94,657	95,118	89,924	89,824	89,824	-	1,146,357	665,000	(481,357)
1900 Other Certificated Salaries	-	-	-	-	-	44,669	6,769	6,769	6,769	6,769	6,769	6,769	-	85,283	-	(85,283)
	767,475	906,825	1,035,282	1,039,715	1,076,048	1,785,023	1,115,893	1,156,352	1,263,527	1,153,287	1,135,037	1,255,037	-	13,689,498	13,912,000	222,502
Classified Salaries																
2100 Instructional Salaries	4,264	8,735	12,191	14,413	17,644	45,396	22,185	17,241	16,265	14,515	14,265	14,265	-	201,382	-	(201,382)
2900 Other Classified Salaries	-	-	-	-	-	12,168	-	-	-	491	491	491	-	13,642	-	(13,642)
	4,264	8,735	12,191	14,413	17,644	57,564	22,185	17,241	16,265	15,007	14,757	14,757	-	215,023	-	(215,023)
Benefits																
3101 STRS	129,417	146,879	178,415	174,414	183,400	298,510	187,177	193,792	201,010	193,116	193,112	213,529	-	2,292,772	2,323,304	30,532
3202 PERS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3301 OASDI	258	529	737	871	1,070	3,693	1,351	1,045	985	924	753	753	-	12,971	-	(12,971)
3311 Medicare	11,012	13,085	14,829	14,914	15,577	25,892	16,098	16,606	18,150	16,538	16,544	18,270	-	197,514	201,724	4,210
3401 Health and Welfare	86,968	85,558	25,043	100,025	69,931	103,592	88,766	83,849	108,060	108,166	105,083	105,083	-	1,070,125	1,582,500	512,375
3501 State Unemployment	25,191	12,082	4,309	3,110	(1,597)	5,093	36,852	8,856	282	1,484	4,745	4,745	-	105,152	103,390	(1,762)
3601 Workers' Compensation	13,000	13,000	(3,033)	7,656	7,656	7,656	7,813	7,656	7,656	13,400	15,973	17,640	-	116,071	194,768	78,697
	265,846	271,134	220,300	300,989	276,037	444,435	338,057	311,803	336,143	333,629	336,211	360,021	-	3,794,604	4,405,686	611,082
Books and Supplies																
4302 School Supplies	171,691	291,880	387,892	227,739	233,057	183,661	233,252	198,704	230,610	270,636	259,913	259,913	-	2,948,949	4,209,633	1,260,684
4305 Software	16,482	43,346	24,991	14,270	25,380	6,675	17,336	16,334	12,691	14,794	26,961	26,961	-	246,220	1,226,985	980,765
4310 Office Expense	425	11,829	92	3,131	1,934	923	1,931	1,413	1,404	5,105	6,163	6,163	-	40,510	94,383	53,874
4311 Business Meals	-	-	-	-	1,812	-	-	-	31	-	324	324	-	2,490	4,719	2,229
4400 Noncapitalized Equipment	-	247	364	-	120	36	56	332	10	34,093	228,117	228,117	-	491,492	601,376	109,885
	188,598	347,302	413,338	245,139	262,303	191,295	252,575	216,783	244,745	324,628	521,478	521,478	-	3,729,661	6,137,096	2,407,436
Subagreement Services																
5102 Special Education	2,940	22,278	21,865	79,861	111,894	96,696	251,001	66,788	212,218	152,587	61,625	61,625	-	1,141,380	1,393,280	251,900
5106 Other Educational Consultants	46,257	113,066	215,262	742,650	275,566	456,538	595,832	499,171	426,026	288,505	125,527	125,527	-	3,909,928	6,013,761	2,103,833
5107 Instructional Services	-	-	1,009,490	336,497	336,497	336,497	281,282	281,282	280,265	309,857	309,832	309,832	-	3,791,329	4,963,055	1,171,726
	49,197	135,344	1,246,617	1,159,008	723,957	889,731	1,128,116	847,241	918,509	750,949	496,985	496,985	-	8,842,637	12,370,096	3,527,458
Operations and Housekeeping																
5201 Auto and Travel	512	97	27	547	-	264	4	-	528	-	1,541	1,541	-	5,061	75,687	70,626
5300 Dues & Memberships	-	128	-	-	-	-	-	-	-	-	1,233	1,233	-	2,593	28,405	25,812
5400 Insurance	8,500	8,500	(13,111)	1,296	1,296	1,296	3,770	2,533	2,534	21,518	8,433	8,433	-	55,000	123,013	68,013
5516 Miscellaneous Expense	-	-	-	-	-	-	-	-	3,076	-	-	-	-	3,076	-	(3,076)
5900 Communications	-	281	-	-	-	-	-	-	-	-	1,947	1,947	-	4,176	28,405	24,229
5901 Postage and Shipping	-	-	33	18	79	13	20	49	73	-	1,849	1,849	-	3,983	66,248	62,265
	9,012	9,006	(13,052)	1,862	1,375	1,573	3,795	2,582	6,211	21,518	15,003	15,003	-	73,888	330,252	256,364

Mission Vista Academy

Monthly Cash Flow/Forecast FY19-20

Revised 05/10/2020

ADA = 3697.53



	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.)
Facilities, Repairs and Other Leases																
5604 Other Leases	-	-	-	200	-	-	402	314	800	(550)	-	-	-	1,166	-	(1,166)
	-	-	-	200	-	-	402	314	800	(550)	-	-	-	1,166	165,351	164,185
Professional/Consulting Services																
5801 IT	-	-	-	663	-	-	-	-	-	30	-	-	-	693	-	(693)
5803 Legal	17,701	972	360	2,560	739	1,078	2,277	2,704	1,298	2,364	3,081	3,081	-	38,215	94,608	56,393
5804 Professional Development	-	-	-	(285)	-	-	-	-	-	133	1,849	1,849	-	3,545	95,552	92,007
5805 General Consulting	750	500	-	500	2,300	750	-	1,000	750	-	1,849	1,849	-	10,248	67,417	57,169
5806 Special Activities/Field Trips	50,953	87,803	98,727	22,480	26,128	12,544	12,427	5,402	2,418	1,090	2,206	2,206	-	324,384	1,202,752	878,368
5807 Bank Charges	-	-	479	331	2	-	635	237	89	-	311	311	-	2,394	3,775	1,381
5808 Printing	-	-	-	94	4	20	5	102	237	23	466	466	-	1,416	5,663	4,247
5809 Other taxes and fees	160	-	-	-	9,220	88	-	-	-	(20)	740	740	-	10,927	22,472	11,545
5810 Payroll Service Fee	-	-	-	-	-	-	-	-	-	801	-	-	-	801	-	(801)
5811 Management Fee	-	-	307,236	102,412	102,412	102,412	85,608	85,608	85,298	89,579	96,659	96,659	-	1,153,883	1,510,495	356,612
5812 District Service & Oversight Fee	-	-	-	-	966,230	-	-	-	-	-	-	-	22,813	989,042	1,189,405	200,363
5814 SPED Encroachment	-	-	-	-	-	-	-	-	13,694	-	80,433	34,136	42,415	170,678	207,464	36,786
	69,564	89,275	406,802	128,754	1,107,034	116,892	100,952	95,053	103,784	94,000	187,593	141,295	65,227	2,706,226	4,465,852	1,759,626
Interest																
7438 Interest Expense	-	-	-	586,949	211,334	-	100,657	-	105,127	-	83,619	-	-	1,087,686	411,600	(676,086)
	-	-	-	586,949	211,334	-	100,657	-	105,127	-	83,619	-	-	1,087,686	411,600	(676,086)
Total Expenses	1,353,955	1,767,622	3,321,478	3,477,030	3,675,732	3,486,513	3,062,631	2,647,368	2,995,112	2,692,466	2,790,681	2,804,574	65,227	34,140,390	42,197,933	8,057,543
Monthly Surplus (Deficit)	(1,353,955)	(1,767,622)	(3,321,478)	(2,342,534)	(3,297,566)	(2,730,183)	(2,607,073)	11,627,772	5,932,562	(2,314,301)	(1,170,998)	732,605	4,438,503	1,825,732	959,067	866,664
Cash Flow Adjustments														5%		
Monthly Surplus (Deficit)	(1,353,955)	(1,767,622)	(3,321,478)	(2,342,534)	(3,297,566)	(2,730,183)	(2,607,073)	11,627,772	5,932,562	(2,314,301)	(1,170,998)	732,605	4,438,503	1,825,732		
Cash flows from operating activities																
Public Funding Receivables	-	(3,076)	-	-	-	-	(9,761)	-	-	-	-	26,161	(4,503,730)	(4,490,405)		
Grants and Contributions Rec.	-	-	-	-	-	-	-	-	3,076	(16,400)	-	-	-	(13,324)		
Due To/From Related Parties	757,951	1,493,042	3,965,852	(6,013,111)	(2,925,606)	595,382	1,035,487	418,971	249,557	193,412	-	-	-	(229,062)		
Prepaid Expenses	-	-	(17,904)	(61,453)	54,028	-	(17,613)	(4,799)	(138,883)	159,233	-	-	-	(27,391)		
Other Assets	-	-	-	-	-	-	(1,200)	-	-	-	-	-	-	(1,200)		
Accounts Payable	-	116,127	32,557	70,031	592,143	(429,294)	157,417	(67,241)	34,745	(207,110)	-	-	65,227	364,601		
Accrued Expenses	601,005	442,622	(217,091)	(456,644)	1,401	(87,217)	150,211	130,162	180,552	170,824	-	-	-	915,825		
Cash flows from financing activities																
Proceeds from Factoring	-	-	-	12,645,900	4,190,000	-	2,265,600	-	2,322,400	-	2,389,109	-	-	23,813,009		
Payments on Factoring	-	-	-	-	-	-	-	(12,645,900)	(6,299,300)	-	-	(2,322,400)	-	(21,267,600)		
Total Change in Cash	5,000	281,094	441,936	3,842,189	(1,385,601)	(2,651,313)	973,069	(541,035)	2,284,709	(2,014,342)	1,218,111	(1,563,634)				
Cash, Beginning of Month	-	5,000	286,094	728,031	4,570,220	3,184,619	533,307	1,506,375	965,340	3,250,049	1,235,707	2,453,819				
Cash, End of Month	5,000	286,094	728,031	4,570,220	3,184,619	533,307	1,506,375	965,340	3,250,049	1,235,707	2,453,819	890,184				

Cert.	Instr.
50.6%	84.9%
4,269,991	1,877,323

Pupil:Teacher Ratio
20.89 : 1

Mission Vista Academy

Budget vs Actual

For the period ended April 30, 2020

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Revenues							
State Aid - Revenue Limit							
LCFF State Aid	\$ -	\$ 2,758,120	\$ (2,758,120)	\$ 21,682,279	\$ 22,917,649	\$ (1,235,370)	\$ 31,192,010
Education Protection Account	-	-	-	361,290	674,168	(312,878)	898,890
In Lieu of Property Taxes	378,165	528,915	(150,750)	3,781,653	6,498,104	(2,716,451)	7,555,935
Total State Aid - Revenue Limit	378,165	3,287,035	(2,908,870)	25,825,222	30,089,920	(4,264,699)	39,646,835
Federal Revenue							
Special Education - Entitlement	-	39,264	(39,264)	-	388,896	(388,896)	467,423
Total Federal Revenue	-	39,264	(39,264)	-	388,896	(388,896)	467,423
Other State Revenue							
State Special Education	-	178,573	(178,573)	381,121	1,768,728	(1,387,607)	2,125,875
State Lottery	-	-	-	-	-	-	916,868
Other State Revenue	-	-	-	21,794	-	21,794	-
Total Other State Revenue	-	178,573	(178,573)	402,915	1,768,728	(1,365,813)	3,042,743
Other Local Revenue							
Interest Revenue	-	-	-	77,393	-	77,393	-
Total Other Local Revenue	-	-	-	77,393	-	77,393	-
Total Revenues	\$ 378,165	\$ 3,504,872	\$ (3,126,707)	\$ 26,305,530	\$ 32,247,544	\$ (5,942,014)	\$ 43,157,000
Expenses							
Certificated Salaries							
Teachers' Salaries	\$ 848,739	\$ 985,000	\$ 136,261	\$ 8,407,849	\$ 9,850,000	\$ 1,442,151	\$ 11,820,000
Teachers' Extra Duty/Stipends	151,712	98,500	(53,212)	1,352,683	985,000	(367,683)	1,182,000
Pupil Support Salaries	56,143	20,417	(35,726)	500,440	204,167	(296,273)	245,000
Administrators' Salaries	89,924	55,417	(34,507)	966,709	554,167	(412,543)	665,000
Other Certificated Salaries	6,769	-	(6,769)	71,745	-	(71,745)	-
Total Certificated Salaries	1,153,287	1,159,333	6,046	11,299,425	11,593,333	293,908	13,912,000
Classified Salaries							
Instructional Salaries	14,515	-	(14,515)	172,851	-	(172,851)	-
Other Classified Salaries	491	-	(491)	12,659	-	(12,659)	-
Total Classified Salaries	15,007	-	(15,007)	185,510	-	(185,510)	-
Benefits							
State Teachers' Retirement System, certificated positions	193,116	193,609	492	1,886,131	1,936,087	49,955	2,323,304
OASDI/Medicare/Alternative, certificated positions	924	-	(924)	11,464	-	(11,464)	-
Medicare/Alternative, certificated positions	16,538	16,810	272	162,700	168,103	5,404	201,724
Health and Welfare Benefits, certificated positions	108,166	131,875	23,709	859,959	1,318,750	458,791	1,582,500
State Unemployment Insurance, certificated positions	1,484	5,170	3,685	95,661	93,051	(2,610)	103,390
Workers' Compensation Insurance, certificated positions	13,400	16,231	2,830	82,458	162,307	79,849	194,768
Total Benefits	333,629	363,694	30,065	3,098,372	3,678,298	579,926	4,405,686
Books & Supplies							
School Supplies	270,636	420,963	150,327	2,429,122	3,241,417	812,295	4,209,633
Software	14,794	102,249	87,454	192,298	1,022,487	830,189	1,226,985
Office Expense	5,105	7,865	2,761	28,185	78,653	50,468	94,383
Business Meals	-	393	393	1,843	3,933	2,089	4,719
Noncapitalized Equipment	34,093	60,138	26,045	35,257	463,060	427,802	601,376
Total Books & Supplies	324,628	591,608	266,980	2,686,705	4,809,550	2,122,844	6,137,096
Subagreement Services							
Special Education	152,587	116,107	(36,480)	1,018,129	1,161,066	142,937	1,393,280
Other Educational Consultants	288,505	601,376	312,871	3,658,874	4,630,596	971,723	6,013,761
Instructional Services	309,857	403,060	93,203	3,171,666	3,708,468	536,802	4,963,055
Total Subagreement Services	750,949	1,120,543	369,595	7,848,668	9,500,130	1,651,462	12,370,096
Operations & Housekeeping							
Auto and Travel	-	18,922	18,922	1,980	75,687	73,707	75,687
Dues & Memberships	-	2,367	2,367	128	23,671	23,543	28,405
Insurance	21,518	10,251	(11,267)	38,133	102,511	64,378	123,013
Utilities	-	551	551	-	5,506	5,506	6,607
Janitorial Services	-	157	157	-	1,573	1,573	1,888
Miscellaneous Expense	-	-	-	3,076	-	(3,076)	-
Communications	-	2,367	2,367	281	23,671	23,390	28,405
Postage and Shipping	-	6,625	6,625	285	52,999	52,713	66,248
Total Operations & Housekeeping	21,518	41,240	19,722	43,883	285,616	241,734	330,252
Facilities, Repairs & Other Leases							
Rent	-	11,828	11,828	-	118,279	118,279	141,935
Additional Rent	-	375	375	-	3,745	3,745	4,494
Other Leases	(550)	-	550	1,166	-	(1,166)	-
Repairs and Maintenance	-	1,577	1,577	-	15,768	15,768	18,922
Total Facilities, Repairs & Other Leases	(550)	13,779	14,329	1,166	137,792	136,627	165,351

Mission Vista Academy

Budget vs Actual

For the period ended April 30, 2020

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Professional/Consulting Services							
IT	30	-	(30)	693	-	(693)	-
Audit & Taxes	-	-	-	-	28,405	28,405	28,405
Legal	2,364	7,884	5,520	32,052	78,840	46,788	94,608
Professional Development	133	9,555	9,423	(152)	76,442	76,594	95,552
General Consulting	-	6,742	6,742	6,550	53,933	47,383	67,417
Special Activities/Field Trips	1,090	120,275	119,185	319,973	926,119	606,146	1,202,752
Bank Charges	-	378	378	1,773	3,020	1,247	3,775
Printing	23	566	543	485	4,530	4,046	5,663
Other Taxes and Fees	(20)	2,247	2,267	9,448	17,978	8,529	22,472
Payroll Service Fee	801	-	(801)	801	-	(801)	-
Management Fee	89,579	122,671	33,092	960,565	1,128,664	168,099	1,510,495
District Oversight Fee	-	98,611	98,611	966,230	902,698	(63,532)	1,189,405
SPED Encroachment	-	17,427	17,427	13,694	172,610	158,916	207,464
Public Relations/Recruitment	-	3,784	3,784	-	30,275	30,275	37,843
Total Professional/Consulting Services	94,000	390,140	296,140	2,312,111	3,423,514	1,111,403	4,465,852
Interest							
Interest Expense	-	-	-	1,004,067	187,600	(816,467)	411,600
Total Interest	-	-	-	1,004,067	187,600	(816,467)	411,600
Total Expenses	\$ 2,692,466	\$ 3,680,338	\$ 987,871	\$ 28,479,908	\$ 33,615,834	\$ 5,135,926	\$ 42,197,933
Change in Net Assets	(2,314,301)	(175,465)	(2,138,836)	(2,174,378)	(1,368,290)	(806,088)	959,067
Net Assets, Beginning of Period	139,923			-			
Net Assets, End of Period	\$ (2,174,378)			\$ (2,174,378)			

Mission Vista Academy

Statement of Financial Position

For the period ended April 30, 2020

	Current Balance	Beginning Year Balance	YTD Change	YTD % Change
Assets				
Current Assets				
Cash & Cash Equivalents	\$ 1,235,707	\$ -	\$ 1,235,707	0%
Grants & Contributions Receivable	26,161	-	26,161	0%
Factored Receivable	(2,478,700)	-	(2,478,700)	0%
Due To/From Related Parties	229,062	-	229,062	0%
Prepaid Expenses	27,391	-	27,391	0%
Total Current Assets	(960,379)	-	(960,379)	0%
Long-Term Assets				
Deposits	1,200	-	1,200	0%
Total Long Term Assets	1,200	-	1,200	0%
Total Assets	\$ (959,179)	\$ -	\$ (959,179)	0%
Liabilities				
Current Liabilities				
Accounts Payable	\$ 299,374	\$ -	\$ 299,374	0%
Accrued Liabilities	915,825	-	915,825	0%
Total Current Liabilities	1,215,199	-	1,215,199	0%
Total Liabilities	1,215,199	-	1,215,199	0%
Total Liabilities and Net Assets	\$ (959,179)	\$ -	\$ (959,179)	0%

Mission Vista Academy

Statement of Cash Flows

For the period ended April 30, 2020

	Month Ended 04/30/20	YTD Ended 04/30/20
Cash Flows from Operating Activities		
Changes in Net Assets	\$ (2,314,301)	\$ (2,174,378)
Adjustments to reconcile change in net assets to net cash flows from operating activities:		
Decrease/(Increase) in Operating Assets:		
Grants, Contributions & Pledges Receivable	(16,400)	2,452,539
Due from Related Parties	193,412	(229,062)
Prepaid Expenses	159,233	(27,391)
Other Assets	-	(1,200)
Accounts Payable	(207,110)	299,374
Accrued Expenses	170,824	915,825
Total Cash Flows from Operating Activities	(2,014,342)	1,235,707
Change in Cash & Cash Equivalents	(2,014,342)	1,235,707
Cash & Cash Equivalents, Beginning of Period	3,250,049	-
Cash and Cash Equivalents, End of Period	\$ 1,235,707	\$ 1,235,707

Mission Vista Academy

Due (To)/From All Inspire Charter School Locations

For the period ended April 30, 2020

	Account Balance
Due (to)/from Cabrillo Point Academy	\$ (669,215)
Due (to)/from Feather River Charter School	(130,210)
Due (to)/from Blue Ridge Academy	29,606
Due (to)/from Yosemite Valley Charter School	1,128,108
Due (to)/from Clarksville Charter School	(63,209)
Due (to)/from Pacific Coast Academy	(54,190)
Due (to)/from Inspire Charter Services	4,561
Due (to)/from Heartland Charter School	(14,165)
Due (to)/from Granite Mountain Charter School	<u>(2,224)</u>
Total Due (to)/from Balance	<u>\$ 229,062</u>

Mission Vista Academy**Check Register**

For the period ended April 30, 2020

Check Number	Vendor Name	Check Date	Check Amount
14189	Elite Academics	4/1/2020	1,236.00
14190	Association of California School Administrators	4/2/2020	60.82
14191	Activities for Learning Inc.	4/2/2020	99.83
14192	Agility Kids, LLC	4/2/2020	1,282.97
14193	Anaheim Hills Speech and Language Center, Inc	4/2/2020	65.00
14194	ATC Martial Arts	4/2/2020	180.00
14195	Aurora Monroe School of Dance	4/2/2020	500.00
14196	Barron Productions& Music, Inc.	4/2/2020	280.00
14197	Bitsbox	4/2/2020	173.70
14198	Brian Schumaker-Personal Training	4/2/2020	400.00
14199	Brittany Greer	4/2/2020	420.00
14200	California Music Studios	4/2/2020	1,977.00
14201	Canyon Crest CC	4/2/2020	735.00
14202	Cassandra Jones	4/2/2020	225.00
14203	Cengage Learning	4/2/2020	125.93
14204	Charlot Gymnastics	4/2/2020	3,229.28
14205	CharterSafe	4/2/2020	1,238.00
14206	Circle City Enrichment Center	4/2/2020	800.00
14207	Clarissa Lee	4/2/2020	2,055.00
14208	Cody Noriega	4/2/2020	1,440.00
14209	Corona Inline	4/2/2020	420.00
14210	Debra Hardman	4/2/2020	1,910.00
14211	Desert Occupational Therapy for Kids	4/2/2020	2,430.00
14212	Desert Recreation District	4/2/2020	345.64
14213	Direct Recruiting Services, Inc	4/2/2020	1,850.00
14214	Discount School Supply	4/2/2020	38.35
14215	Drivers Ed Direct	4/2/2020	78.00
14216	EA Athletics	4/2/2020	1,200.00
14217	Eden Learning Academy, Inc	4/2/2020	1,262.00
14218	Elizabeth Small	4/2/2020	140.00
14219	Ellie Kerley	4/2/2020	240.00
14220	Firestorm Freerunning and Acrobatics - Galaxy	4/2/2020	1,236.50
14221	FMASCHOOL	4/2/2020	600.00
14222	Friends of Willow Tree	4/2/2020	250.00
14223	Gabriella Berry	4/2/2020	900.00
14224	Giordano's ATA Martial Arts	4/2/2020	506.00
14225	Global Teletherapy	4/2/2020	15,171.67
14226	Gracie Humaita Hemet	4/2/2020	852.00
14227	Gryphon Fitness Studio, LLC	4/2/2020	1,723.00
14228	Guitar Center, Inc.	4/2/2020	300.00
14229	Gymnastics Pacifica	4/2/2020	80.00
14230	Hands 4 Building, LLC	4/2/2020	137.99
14231	Helen Young	4/2/2020	280.00
14232	Hemet Valley Dolphins	4/2/2020	166.25
14233	Hooves of Laguna Springs	4/2/2020	770.00
14234	Inland Pacific Ballet Academy	4/2/2020	1,500.00
14235	Institute for Excellence in Writing	4/2/2020	104.80
14236	Janet E Kohtz, O.D. F.C.O.V.D.	4/2/2020	3,485.00
14237	JDI Dance Company	4/2/2020	1,369.98
14238	Jeff King	4/2/2020	240.00
14239	Jesse Gandt	4/2/2020	900.00
14240	Jolene Hodi	4/2/2020	2,820.00
14241	Julia Gilbert	4/2/2020	695.00
14242	Jump and Schout Therapy, Inc	4/2/2020	520.00
14243	Kathleen Elliott	4/2/2020	1,710.00
14244	KICKS Taekwondo Riverside, Inc.	4/2/2020	1,350.00

Mission Vista Academy**Check Register**

For the period ended April 30, 2020

Check Number	Vendor Name	Check Date	Check Amount
14245	KiwiCo, Inc	4/2/2020	1,396.55
14246	Krysta Tankersley	4/2/2020	192.16
14247	Lakeshore	4/2/2020	1,038.59
14248	Lauren Grant	4/2/2020	48.99
14249	Leaps & Bounds Pediatric Therapy	4/2/2020	1,072.50
14250	Learning With Apples	4/2/2020	75.00
14251	Learning Without Tears	4/2/2020	58.58
14252	Lighthouse Therapy LLC	4/2/2020	7,793.56
14253	Lindamood-Bell Learning Processes	4/2/2020	4,095.00
14254	Lindsay Burch	4/2/2020	65.09
14255	Lisa Schron	4/2/2020	180.00
14256	Lisa Tucker	4/2/2020	179.00
14257	Locomotion Softball	4/2/2020	120.00
14258	Logic of English	4/2/2020	120.94
14259	Lorie Susan Suntree	4/2/2020	230.00
14260	Marghret Khozam	4/2/2020	96.28
14261	Margie Haber Studio	4/2/2020	300.00
14262	Math-U-See Inc.	4/2/2020	693.00
14263	Mathnasium of Eastvale	4/2/2020	2,255.00
14264	Mathnasium of Temecula	4/2/2020	1,140.82
14265	MEL Science Ltd	4/2/2020	298.40
14266	Miss Kylee's Piano Studio	4/2/2020	1,312.50
14267	Miss Sue's Dance Company	4/2/2020	50.00
14268	Monica Tamayo	4/2/2020	227.70
14269	Moving Beyond the Page	4/2/2020	500.98
14270	Mr. D Math	4/2/2020	197.00
14271	Murrieta Academy of Music	4/2/2020	2,848.00
14272	Murrieta Tennis Club	4/2/2020	1,846.00
14273	Muzikfun Educatoin, Inc	4/2/2020	399.00
14274	My Music School	4/2/2020	753.75
14275	Nancy Cromey	4/2/2020	920.00
14276	Natalie Moreno	4/2/2020	243.40
14277	Noonan Family Swim School, Inc.	4/2/2020	5,888.62
14278	Oak Meadow Inc.	4/2/2020	837.00
14279	Office Depot, Inc.	4/2/2020	6.95
14280	On Pointe Dance Studio	4/2/2020	180.00
14281	Paula Barber	4/2/2020	2,212.00
14282	Pony Hayvin Ranch	4/2/2020	8,943.00
14283	Procopio, Cory, Hargreaves & Savitch LLP	4/2/2020	792.00
14284	Rainbow Resource Center	4/2/2020	1,125.22
14285	Redlands Gymnastics Club	4/2/2020	625.00
14286	Reshma Solbach	4/2/2020	1,585.00
14287	Rock Fitness	4/2/2020	1,870.00
14288	Sandia Creek Ranch	4/2/2020	1,800.00
14289	SCEGA Gymnastics	4/2/2020	3,542.80
14290	School of Rock Temecula	4/2/2020	1,480.50
14291	SoCal STEM LLC	4/2/2020	420.00
14292	Stephanie Reyes	4/2/2020	325.00
14293	Studies Weekly	4/2/2020	812.15
14294	Sue Poole	4/2/2020	297.44
14295	Swim to Shore	4/2/2020	1,140.00
14296	Tahquitz Equestrian Facility	4/2/2020	325.00
14297	Tanja Baker	4/2/2020	725.00
14298	Taylor Karate	4/2/2020	555.00
14299	Teacher Synergy, LLC	4/2/2020	469.48
14300	Teaching Textbooks	4/2/2020	141.24
14301	Temecula Chess Club	4/2/2020	100.00

Mission Vista Academy

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For the period ended April 30, 2020

Check Number	Vendor Name	Check Date	Check Amount
14302	Temecula Homeschool Enrichment Camp	4/2/2020	1,155.00
14303	Temecula Music Teacher, LLC	4/2/2020	8,665.00
14304	Temecula Tutor	4/2/2020	2,862.00
14305	Temecula Valley Therapy Services	4/2/2020	2,325.00
14306	Terry Tsang Optometry	4/2/2020	250.00
14307	The Little Gym of Riverside	4/2/2020	1,177.50
14308	Timberdoodle.com	4/2/2020	360.05
14309	Tinkering Toddler Crates	4/2/2020	109.11
14310	TSW Therapy, Inc	4/2/2020	701.25
14311	United States Karate Organization, Inc	4/2/2020	2,192.00
14312	Veronica Gutierrez	4/2/2020	260.00
14313	WM Music Lessons	4/2/2020	2,270.00
14314	WM Tutoring Services	4/2/2020	400.00
14315	Wonder Crate	4/2/2020	68.74
14316	World Black Belt Center	4/2/2020	2,005.00
14317	Write On Webb	4/2/2020	119.00
14318	CalSTRS	4/3/2020	324,633.59
14319	Lakeshore	4/3/2020	160.35
14320	Beautiful Feet Books, Inc.	4/7/2020	660.77
14321	Math-U-See Inc.	4/7/2020	56.00
14322	A+ In Home Tutors Inc.	4/8/2020	65.00
14323	Academic Chess	4/8/2020	4,524.00
14324	Alkawthar Learning Center	4/8/2020	190.00
14325	All About Learning Press, Inc.	4/8/2020	37.22
14326	American Acrobats Performing Arts	4/8/2020	270.00
14327	Bonnie Culotta	4/8/2020	840.00
14328	Brian Schumaker-Personal Training	4/8/2020	180.00
14329	Cadence Dance Project	4/8/2020	180.00
14330	Carly Suer	4/8/2020	840.00
14331	Cerritos Yamaha Music School	4/8/2020	104.85
14332	Christine Charley	4/8/2020	1,000.00
14333	Cindy Irvine	4/8/2020	170.00
14334	Circle City Aquatics	4/8/2020	103.50
14335	City of Menifee	4/8/2020	65.00
14336	Claremont Community School of Music	4/8/2020	38.00
14337	Club Z In-Home Tutoring	4/8/2020	895.00
14338	Connie T. Quintero	4/8/2020	175.00
14339	Cornerstone Therapies	4/8/2020	850.00
14340	Crossfit Murrieta	4/8/2020	375.00
14341	Dejitaru Karate Dojo	4/8/2020	2,965.00
14342	Denise Lewis	4/8/2020	260.00
14343	Desert Recreation District	4/8/2020	Void
14344	Desert Rocks Climbing Gym	4/8/2020	178.00
14345	Drama Kids Intl. Temecula Valley	4/8/2020	1,185.00
14346	Easy Speech Pathology, Inc	4/8/2020	1,925.00
14347	Eden Learning Academy, Inc	4/8/2020	3,934.00
14348	Education.com Holdings, Inc.	4/8/2020	119.99
14349	Educational Development Corporation	4/8/2020	55.95
14350	Elite Academics	4/8/2020	2,250.00
14351	EMH Sports USA, Inc.	4/8/2020	4,462.50
14352	Erin Titone	4/8/2020	312.50
14353	Evan-Moor	4/8/2020	54.27
14354	Fender Museum of the Arts Foundation	4/8/2020	136.00
14355	Final Strike Martial Arts	4/8/2020	201.53
14356	Frances Nunez	4/8/2020	450.00
14357	Frank Velasquez	4/8/2020	13,575.00
14358	Freedom in Motion	4/8/2020	3,435.00

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For the period ended April 30, 2020

Check Number	Vendor Name	Check Date	Check Amount
14359	Friends of Willow Tree	4/8/2020	1,100.00
14360	Generation Genius, Inc	4/8/2020	120.00
14361	Heather Smith-Valley Coast Running & Fitness	4/8/2020	230.00
14362	Heavens Ranch Rescue	4/8/2020	1,485.00
14363	History Unboxed LLC	4/8/2020	557.92
14364	Home School Concierge	4/8/2020	81.99
14365	Inspire In-Home Tutoring, Inc.	4/8/2020	1,200.00
14366	Institute for Excellence in Writing	4/8/2020	301.85
14367	Intensity Athletics	4/8/2020	1,020.00
14368	iPROMOTEu	4/8/2020	494.28
14369	Ivan Shallal	4/8/2020	735.00
14370	Jamie Azpeitia-Sachs	4/8/2020	55.00
14371	JDI Dance Company	4/8/2020	980.50
14372	Justine Sherman & Associates, Inc	4/8/2020	520.00
14373	K2 Studios	4/8/2020	1,183.38
14374	Kathleen Elliott	4/8/2020	45.00
14375	Kevin Lee	4/8/2020	125.00
14376	Kihon MMA	4/8/2020	840.00
14377	Lakeshore	4/8/2020	597.74
14378	Language to Learning, Inc	4/8/2020	560.00
14379	Learning Without Tears	4/8/2020	111.94
14380	Learningherbs.com, LLC	4/8/2020	37.00
14381	Let's Communicate, Inc	4/8/2020	960.00
14382	Lizette Winter	4/8/2020	4,130.00
14383	Masterminds Circle Inc.	4/8/2020	642.86
14384	Math-U-See Inc.	4/8/2020	128.00
14385	Mathnasium of Corona	4/8/2020	299.00
14386	Michelle Clymer	4/8/2020	1,500.00
14387	Mountain Pottery	4/8/2020	380.00
14388	Moving Beyond the Page	4/8/2020	321.02
14389	My Gym Palm Desert	4/8/2020	324.00
14390	Mystery Science Inc.	4/8/2020	69.00
14391	Nichols Speech, Inc.	4/8/2020	10,120.00
14392	On Pointe Dance Studio	4/8/2020	465.00
14393	Outschool, Inc.	4/8/2020	742.00
14394	Oxford Consulting Services, Inc.	4/8/2020	9,112.91
14395	Paula Barber	4/8/2020	1,320.00
14396	PowerKids Center	4/8/2020	404.00
14397	PresenceLearning, Inc.	4/8/2020	11,083.06
14398	Rainbow Resource Center	4/8/2020	1,291.64
14399	Riverside Dance Academy	4/8/2020	90.00
14400	Rockside Music	4/8/2020	420.00
14401	School of Rock Temecula	4/8/2020	1,152.40
14402	Scott Mogel	4/8/2020	1,200.00
14403	SenseAbilities	4/8/2020	4,335.00
14404	Shannon Capers-Smalley	4/8/2020	775.00
14405	Singapore Math Live	4/8/2020	100.00
14406	Singapore Math, Inc.	4/8/2020	150.34
14407	SoCal STEM LLC	4/8/2020	1,855.00
14408	Specialized Therapy Services, Inc	4/8/2020	31,943.10
14409	Steven L. Adamiak	4/8/2020	675.00
14410	Susie Q Ranch	4/8/2020	540.00
14411	TalkBox.Mom	4/8/2020	87.60
14412	Teacher Synergy, LLC	4/8/2020	25.75
14413	Teaching Textbooks	4/8/2020	158.08
14414	Temecula Chess Club	4/8/2020	300.00
14415	Temecula Conservatory of Music	4/8/2020	2,926.00

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For the period ended April 30, 2020

Check Number	Vendor Name	Check Date	Check Amount
14416	Temecula Tutor	4/8/2020	750.00
14417	Terry Tsang Optometry	4/8/2020	125.00
14418	The Critical Thinking Co.	4/8/2020	168.86
14419	The Dancers' Studio	4/8/2020	55.00
14420	The Gymnastics Academy	4/8/2020	60.00
14421	Timberdoodle.com	4/8/2020	385.82
14422	Tomoko Yoda-Compilati	4/8/2020	208.00
14423	Trinity Therapeutic Riding Center	4/8/2020	1,560.00
14424	Valley-Wide Elite Gymnastics	4/8/2020	600.00
14425	West Coast Krav Maga	4/8/2020	1,649.72
14426	West Coast Krav Maga - Murrieta	4/8/2020	954.00
14427	Write On Webb	4/8/2020	398.00
14428	Yiyi Ku	4/8/2020	1,416.20
14429	Young Music, LLC	4/8/2020	40.17
14430	A Tree of Knowledge Educational Services, Inc	4/15/2020	935.00
14431	Allison Bitter	4/15/2020	875.00
14432	Art & Design Studio of Janna Geary	4/15/2020	175.00
14433	Beaumont Unified School District	4/15/2020	80,519.15
14434	Blue Buoy Swim School Inc	4/15/2020	420.00
14435	BookShark	4/15/2020	Void
14436	BookShark	4/15/2020	5,051.89
14437	Braille Abilities	4/15/2020	1,782.95
14438	Brittany Greer	4/15/2020	400.00
14439	BST Fitness/CrossFit Temecula	4/15/2020	200.00
14440	Caitlyn Park	4/15/2020	280.00
14441	California Oaks Vision Center of Optometry	4/15/2020	1,439.00
14442	Cerritos Yamaha Music School	4/15/2020	565.00
14443	Cindy Irvine	4/15/2020	85.00
14444	CJF Yucaipa	4/15/2020	255.00
14445	Clarissa Lee	4/15/2020	390.00
14446	Dan Henderson's Athletic Fitness Center	4/15/2020	198.00
14447	Desert Swim Academy	4/15/2020	600.00
14448	Donna Mallon	4/15/2020	3,120.00
14449	Drivers Ed Direct	4/15/2020	39.00
14450	Eden Learning Academy, Inc	4/15/2020	380.00
14451	Endeavor Gymnastics	4/15/2020	1,230.00
14452	Friends of Willow Tree	4/15/2020	250.00
14453	Gracie Humaita Hemet	4/15/2020	876.00
14454	Heidi Steiner - Tutor	4/15/2020	1,390.00
14455	Home Science Tools	4/15/2020	24.90
14456	JDI Dance Company	4/15/2020	50.00
14457	Jennifer McQuarrie	4/15/2020	682.00
14458	Kathleen Elliott	4/15/2020	1,620.00
14459	KiwiCo, Inc	4/15/2020	1,127.12
14460	Laura Edwards	4/15/2020	1,320.00
14461	LeafWing Center	4/15/2020	1,380.00
14462	Leslie Eccles	4/15/2020	4,120.00
14463	Lucid Speech and Language	4/15/2020	4,025.00
14464	Major League Training LLC	4/15/2020	650.00
14465	Mary L. Avery	4/15/2020	800.00
14466	Math-U-See Inc.	4/15/2020	112.00
14467	McColgan & Associates Inc	4/15/2020	6,378.75
14468	Miss Sue's Dance Company	4/15/2020	15.00
14469	Mountain Pottery	4/15/2020	1,190.00
14470	Murrieta Makos Swim Team	4/15/2020	330.00
14471	Nataly Jewel	4/15/2020	8,710.00
14472	NJA Therapy Services, Inc	4/15/2020	6,750.00

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Check Number	Vendor Name	Check Date	Check Amount
14473	Old Town Artisan Studios	4/15/2020	575.00
14474	On Stage Production Company	4/15/2020	120.00
14475	Outschool, Inc.	4/15/2020	875.00
14476	Oxford Tutoring Center	4/15/2020	225.00
14477	Rainbow Resource Center	4/15/2020	223.86
14478	Redline Athletics	4/15/2020	100.00
14479	Regina Phillips	4/15/2020	675.00
14480	Rise Jiu Jitsu	4/15/2020	490.00
14481	Rock Fitness	4/15/2020	759.52
14482	Rockstars of Tomorrow Riverside	4/15/2020	1,420.00
14483	Rubke-Foxworth Music Studio	4/15/2020	380.00
14484	Sarah Martin	4/15/2020	293.25
14485	School of International Ballet	4/15/2020	1,200.00
14486	Sektor Corona LLC	4/15/2020	1,750.00
14487	Singapore Math, Inc.	4/15/2020	66.34
14488	Valerie Hernandez	4/15/2020	135.00
14489	STEM Center USA	4/15/2020	1,740.00
14490	Tawny Henderson McWilliams	4/15/2020	220.00
14491	Teacher Synergy, LLC	4/15/2020	699.17
14492	Teaching Textbooks	4/15/2020	380.83
14493	Temecula Valley Music for Young Children	4/15/2020	1,737.31
14494	The Dance Company	4/15/2020	419.00
14495	West Coast Krav Maga	4/15/2020	477.00
14496	Winner Circle Athletics	4/15/2020	250.00
14497	WM Music Lessons	4/15/2020	1,980.00
14498	History Unboxed LLC	4/23/2020	517.28
14499	Home Science Tools	4/23/2020	76.50
14500	HomeGrown OT 4 Kids	4/23/2020	550.00
14501	Homeschool Buyers Co-op	4/23/2020	94.00
14502	Hooked on Phonics	4/23/2020	1,005.51
14503	Inland Empire Musical Arts	4/23/2020	189.00
14504	Institute for Excellence in Writing	4/23/2020	809.25
14505	iPROMOTEu	4/23/2020	866.06
14506	JackRis Publishing, LLC	4/23/2020	58.62
14507	Jan Martin	4/23/2020	120.00
14508	Jenny Crivello	4/23/2020	1,400.00
14509	Julia Bietz	4/23/2020	455.00
14510	K2 Studios	4/23/2020	590.00
14511	Kandice Watts	4/23/2020	500.00
14512	Karina's Piano Studio	4/23/2020	320.00
14513	Kathleen Crady	4/23/2020	400.00
14514	Katy Poleynard	4/23/2020	3,375.00
14515	KiwiCo, Inc	4/23/2020	Void
14516	KiwiCo, Inc	4/23/2020	Void
14517	KiwiCo, Inc	4/23/2020	Void
14518	KiwiCo, Inc	4/23/2020	8,925.01
14519	Lakeshore	4/23/2020	1,882.23
14520	Laura Meer	4/23/2020	80.00
14521	Lauren Grant	4/23/2020	65.33
14522	Learning Without Tears	4/23/2020	28.80
14523	Legacy of Valor & Excellence	4/23/2020	1,740.00
14524	Little Passports	4/23/2020	28.02
14525	Lizette Winter	4/23/2020	190.00
14526	Luis Montes	4/23/2020	450.00
14527	Luv 2 Play	4/23/2020	44.99
14528	Maricela Lemos	4/23/2020	755.00
14529	Marnie Young	4/23/2020	1,662.50

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Check Number	Vendor Name	Check Date	Check Amount
14530	Master Lee's Kung Fu San Soo	4/23/2020	357.00
14531	Math-U-See Inc.	4/23/2020	1,108.00
14532	Mathnasium of South Escondido	4/23/2020	255.00
14533	MEL Science Ltd	4/23/2020	99.60
14534	Miss Kylee's Piano Studio	4/23/2020	350.00
14535	Modern Music Studio	4/23/2020	120.00
14536	Moving Beyond the Page	4/23/2020	74.47
14537	MoxieBox Art, Inc	4/23/2020	153.03
14538	My Music School	4/23/2020	472.50
14539	Nicole Thomas	4/23/2020	177.00
14540	Noelle Catiller	4/23/2020	110.00
14541	Oak Meadow Inc.	4/23/2020	365.00
14542	On Pointe Dance Studio	4/23/2020	1,037.50
14543	On Stage Production Company	4/23/2020	480.00
14544	Outschool, Inc.	4/23/2020	959.00
14545	Oxford Consulting Services, Inc.	4/23/2020	10,172.93
14546	Pacific Hearing Services	4/23/2020	250.00
14547	Paz Christine Cecilio	4/23/2020	405.00
14548	Penny Smith	4/23/2020	260.00
14549	Rainbow Resource Center	4/23/2020	Void
14550	Rainbow Resource Center	4/23/2020	5,134.67
14551	Robert Chapman	4/23/2020	240.00
14552	ABC Wonder Years	4/22/2020	600.00
14553	ACE Taekwondo Academy	4/22/2020	278.00
14554	Activities for Learning Inc.	4/22/2020	199.65
14555	All About Learning Press, Inc.	4/22/2020	476.71
14556	Amber Barney	4/22/2020	887.99
14557	Art Studio Pillar	4/22/2020	450.00
14558	Artistic Dance Academy	4/22/2020	237.00
14559	Beautiful Feet Books, Inc.	4/22/2020	3,365.15
14560	Big Little Ones, LLC	4/22/2020	311.15
14561	Bitsbox	4/22/2020	895.65
14562	Club Z In-Home Tutoring	4/24/2020	1,020.00
14563	Code Gauchos, Inc.	4/24/2020	360.00
14564	Corona Inline	4/24/2020	3,050.00
14565	Crystal Torres	4/24/2020	725.00
14566	D.D. & S Learning Systems dba Sylvan Learning	4/24/2020	1,276.00
14567	Growing Minds, LLC	4/24/2020	120.00
14568	Gymnastics Pacifica	4/24/2020	2,085.00
14569	Hands 4 Building, LLC	4/24/2020	374.97
14570	Heather Smith-Valley Coast Running & Fitness	4/24/2020	230.00
14571	Hiddleston Listening, Language, and Speech Center	4/24/2020	1,575.00
14572	West Coast Krav Maga Murrieta	4/24/2020	275.00
14573	West Coast Krav Maga Temecula	4/24/2020	2,280.30
14574	Wonder Crate	4/24/2020	74.99
14575	Write On Webb	4/24/2020	983.50
14576	WriteShop	4/24/2020	50.84
14577	E-Therapy, LLC	4/24/2020	3,751.75
14578	Elemental Science	4/24/2020	62.12
14579	eLuma LLC	4/24/2020	14,546.21
14580	EMH Sports USA, Inc.	4/24/2020	3,878.00
14581	Engineering for Kids	4/24/2020	900.00
14582	Enjoy the Journey Piano	4/24/2020	100.00
14583	Ereflect Pty Ltd	4/24/2020	67.00
14584	Feliciz Beck Fox	4/24/2020	200.00
14585	Freedom in Motion	4/24/2020	3,449.00
14586	Gracie Humaita Hemet	4/24/2020	2,346.00

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Check Number	Vendor Name	Check Date	Check Amount
14587	Teacher Synergy, LLC	4/24/2020	860.40
14588	Teaching Textbooks	4/24/2020	256.32
14589	Temecula Chess Club	4/24/2020	300.00
14590	Temecula Conservatory of Music	4/24/2020	957.00
14591	Temecula Homeschool Enrichment Camp	4/24/2020	360.00
14592	Temecula Valley Youth Symphony	4/24/2020	2,920.00
14593	The Lab Creative Arts Studio	4/24/2020	600.00
14594	Timberdoodle.com	4/24/2020	2,419.94
14595	University of Redlands	4/24/2020	220.75
14596	West Coast Krav Maga - Wildomar	4/24/2020	477.00
14597	Dance with Miss Lindsay	4/23/2020	114.00
14598	Debra Hardman	4/23/2020	1,910.00
14599	Diana's Dance Company	4/23/2020	135.00
14600	Discount School Supply	4/23/2020	100.33
14601	Discovery of Learning, LLC	4/23/2020	27,365.00
14602	Dorothy Morden	4/23/2020	1,126.00
14603	Drew's Art Box LLC	4/23/2020	75.00
14604	Eastvale Athletics	4/23/2020	69.00
14605	Eden Learning Academy, Inc	4/23/2020	869.00
14606	Educational Development Corporation	4/23/2020	399.79
14607	Russo, Fleck and Associates	4/23/2020	424.33
14608	Sandra Sappington	4/23/2020	540.00
14609	SCEGA Gymnastics	4/23/2020	1,883.60
14610	School of Rock Temecula	4/23/2020	1,750.00
14611	Self Defense Fit Lab, Inc.	4/23/2020	1,035.00
14612	Singapore Math Live	4/23/2020	15.00
14613	Singapore Math, Inc.	4/23/2020	132.68
14614	Valerie Hernandez	4/23/2020	135.00
14615	Studies Weekly	4/23/2020	390.84
14616	Tami Duncan	4/23/2020	600.00
14617	Blue Learning	4/24/2020	300.00
14618	BookShark	4/24/2020	4,506.16
14619	Brain Builders STEM Education	4/24/2020	1,255.50
14620	BrainyZoo	4/24/2020	49.08
14621	Brave Writer LLC	4/24/2020	736.80
14622	Brian Schumaker-Personal Training	4/24/2020	450.00
14623	California Climbing School	4/24/2020	300.00
14624	California Oaks Vision Center of Optometry	4/24/2020	629.00
14625	Caustics Digital Academy	4/24/2020	2,730.34
14626	CJF Yucaipa	4/24/2020	115.00
14627	Blossom Hill Ranch	4/27/2020	5,699.06
14628	Heidi Steiner - Tutor	4/27/2020	1,670.00
14629	A Plus Tutoring	4/30/2020	716.00
14630	Academics in a Box Inc	4/30/2020	300.50
14631	Activities for Learning Inc.	4/30/2020	330.28
14632	Alkawthar Learning Center	4/30/2020	579.50
14633	All About Learning Press, Inc.	4/30/2020	268.24
14634	AMAA	4/30/2020	179.00
14635	Amanda Gifford	4/30/2020	600.00
14636	Arbor Learning Community	4/30/2020	2,260.00
14637	Art Steps	4/30/2020	397.00
14638	Asenza Education YL, LLC	4/30/2020	374.50
14639	Barbara Ernst Ankele	4/30/2020	575.00
14640	Bitsbox	4/30/2020	86.85
14641	Blake Litschke	4/30/2020	900.00
14642	Blue Learning	4/30/2020	500.00
14643	Braille Abilities	4/30/2020	585.70

Mission Vista Academy**Check Register**

For the period ended April 30, 2020

Check Number	Vendor Name	Check Date	Check Amount
14644	Braille Consultants, Inc.	4/30/2020	300.00
14645	Brooklyn Dance Academy	4/30/2020	186.00
14646	California Oaks Vision Center of Optometry	4/30/2020	1,025.00
14647	Carlson Gracie Wine Country	4/30/2020	1,001.00
14648	Celebration Education	4/30/2020	700.00
14649	Celia Chan Valerio	4/30/2020	195.00
14650	Champions Services, Inc.	4/30/2020	634.02
14651	Christina Ranes	4/30/2020	750.00
14652	CJF Yucaipa	4/30/2020	115.00
14653	Claremont Community School of Music	4/30/2020	76.00
14654	Club Z In-Home Tutoring	4/30/2020	80.00
14655	Cogito Debate	4/30/2020	30.00
14656	Dena Reeves	4/30/2020	507.50
14657	Discount School Supply	4/30/2020	66.96
14658	Document Tracking Services	4/30/2020	595.00
14659	Drama Kids Intl. Temecula Valley	4/30/2020	200.00
14660	Dunamix Dance Project	4/30/2020	4,690.00
14661	E-Therapy, LLC	4/30/2020	3,886.50
14662	Easy Speech Pathology, Inc	4/30/2020	350.00
14663	Educational Development Corporation	4/30/2020	210.61
14664	Giordano's ATA Martial Arts	4/30/2020	337.00
14665	Gracie Humaita Hemet	4/30/2020	369.00
14666	Green Acres Ranch, Inc	4/30/2020	2,905.00
14667	Griffinwood Tutor Center	4/30/2020	700.00
14668	Growing Minds, LLC	4/30/2020	44.00
14669	Heather Dixon	4/30/2020	1,500.00
14670	Heidi-Jeanne Rea	4/30/2020	640.00
14671	Hilltop Education Connections	4/30/2020	5,100.00
14672	History Unboxed LLC	4/30/2020	2,012.22
14673	Home Science Tools	4/30/2020	550.73
14674	HomeGrown OT 4 Kids	4/30/2020	2,275.00
14675	Inland Pacific Ballet Academy	4/30/2020	1,500.00
14676	Innovation Academy	4/30/2020	300.00
14677	Inspire District Office	4/30/2020	34,072.99
14678	Institute for Excellence in Writing	4/30/2020	552.00
14679	Jackris Publishing, LLC	4/30/2020	370.96
14680	Jamie Azpeitia-Sachs	4/30/2020	203.75
14681	Jamie Munoz	4/30/2020	960.00
14682	Julia Bietz	4/30/2020	550.00
14683	Jump and Schout Therapy, Inc	4/30/2020	1,820.00
14684	KidsArt - Glendora, Inc.	4/30/2020	544.00
14685	Kirsten A Lewis	4/30/2020	1,210.00
14686	Kitchen Kid, LLC	4/30/2020	111.69
14687	KiwiCo, Inc	4/30/2020	Void
14688	KiwiCo, Inc	4/30/2020	3,890.92
14689	Lakeshore	4/30/2020	742.56
14690	Learning Without Tears	4/30/2020	75.03
14691	Little Passports	4/30/2020	1,617.73
14692	Loving Learning	4/30/2020	1,042.00
14693	Major League Training LLC	4/30/2020	450.00
14694	Mary Lemasters Tahir	4/30/2020	300.00
14695	Math-U-See Inc.	4/30/2020	1,545.55
14696	Mathnasium of Murrieta	4/30/2020	1,531.00
14697	Mathnasium of Temecula	4/30/2020	379.00
14698	Meet the Masters, Inc.	4/30/2020	200.72
14699	MEL Science Ltd	4/30/2020	199.20
14700	Michelle Clymer	4/30/2020	200.00

Mission Vista Academy

Check Register

For the period ended April 30, 2020

Check Number	Vendor Name	Check Date	Check Amount
14701	Mohr Music School	4/30/2020	137.50
14702	Monica Tamayo	4/30/2020	151.80
14703	Moving Beyond the Page	4/30/2020	620.97
14704	MoxieBox Art, Inc	4/30/2020	71.59
14705	My Learning Studio	4/30/2020	2,293.00
14706	Nicole Medeiros	4/30/2020	326.60
14707	Noelle Catiller	4/30/2020	384.00
14708	On Pointe Dance Studio	4/30/2020	359.00
14709	Outschool, Inc.	4/30/2020	1,001.00
14710	Over the Rainbow Farm	4/30/2020	360.00
14711	Performing Arts Empire	4/30/2020	714.00
14712	Pony Hayvin Ranch	4/30/2020	8,943.00
14713	Procopio, Cory, Hargreaves & Savitch LLP	4/30/2020	1,681.92
14714	Rainbow Resource Center	4/30/2020	Void
14715	Rainbow Resource Center	4/30/2020	Void
14716	Rainbow Resource Center	4/30/2020	10,208.44
14717	RBG Academy	4/30/2020	150.00
14718	Rhonda Parish Music Studio, Inc	4/30/2020	360.00
14719	RIFFS Music	4/30/2020	390.00
14720	Robin Noriega	4/30/2020	540.00
14721	Robinson Tutoring and Consulting LLC	4/30/2020	1,680.00
14722	Rockstars of Tomorrow Riverside	4/30/2020	290.00
14723	Sarah Martin	4/30/2020	169.05
14724	School of Rock Temecula	4/30/2020	813.00
14725	School Pathways LLC	4/30/2020	13,691.05
14726	SoCal STEM LLC	4/30/2020	220.00
14727	Stacy Coronado	4/30/2020	600.00
14728	Starlight Dance Center	4/30/2020	1,455.00
14729	Steffanie Swenson	4/30/2020	712.50
14730	Sundae Music Group	4/30/2020	560.00
14731	Susie Q Ranch	4/30/2020	430.00
14732	Tami Duncan	4/30/2020	240.00
14733	Teacher Synergy, LLC	4/30/2020	618.41
14734	Teaching Textbooks	4/30/2020	407.72
14735	Temecula Music Teacher, LLC	4/30/2020	3,120.00
14736	Temecula Valley Therapy Services	4/30/2020	600.00
14737	The Collective Movements	4/30/2020	736.66
14738	Think Outside, LLC	4/30/2020	221.70
14739	Time4Writing.com	4/30/2020	476.00
14740	Tricia Mathys	4/30/2020	350.00
14741	Twist N U	4/30/2020	3,231.00
14742	Up & Movin'	4/30/2020	1,305.00
14743	US Best Tutors	4/30/2020	420.00
14744	Valerie Hernandez	4/30/2020	1,260.00
14745	Valley-Wide Elite Gymnastics	4/30/2020	275.00
14746	West Coast Krav Maga Temecula	4/30/2020	906.30
14747	Williamsburg Learning	4/30/2020	1,500.00
14748	Wonder Crate	4/30/2020	80.87
14749	Write On Webb	4/30/2020	187.00
14750	WriteShop	4/30/2020	57.27
14751	Charter Impact, Inc.	4/30/2020	42,427.00
14752	Association of California School Administrators	4/30/2020	162.19

Total Disbursements in April **1,167,666.19**

Mission Vista Academy

Accounts Payable Aging

For the period ended April 30, 2020

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
42 Development LLC	3269	4/13/2020	5/13/2020	\$ 152	\$ -	\$ -	\$ -	\$ -	\$ 152
42 Development LLC	3297	4/16/2020	5/16/2020	222	-	-	-	-	222
A Brighter Child, Inc	53627	4/13/2020	5/13/2020	90	-	-	-	-	90
A New Song	2002	4/10/2020	5/10/2020	232	-	-	-	-	232
A Plus Tutoring	20200421JA	4/21/2020	5/21/2020	84	-	-	-	-	84
Academy of Ballet Arts	2020	3/6/2020	4/5/2020	11,862	-	-	-	-	11,862
ACE Taekwondo Academy	528	4/22/2020	5/22/2020	278	-	-	-	-	278
All About Learning Press, Inc.	901976	2/17/2020	3/18/2020	207	-	-	-	-	207
All About Learning Press, Inc.	901978	2/17/2020	3/18/2020	155	-	-	-	-	155
All About Learning Press, Inc.	902204	3/13/2020	5/12/2020	227	-	-	-	-	227
All About Learning Press, Inc.	902241	3/17/2020	4/16/2020	155	-	-	-	-	155
All About Learning Press, Inc.	902249	3/18/2020	4/17/2020	187	-	-	-	-	187
All About Learning Press, Inc.	902282	3/20/2020	5/19/2020	207	-	-	-	-	207
All About Learning Press, Inc.	902316	3/25/2020	5/24/2020	157	-	-	-	-	157
All About Learning Press, Inc.	902484	4/16/2020	5/16/2020	215	-	-	-	-	215
All About Learning Press, Inc.	902498	4/20/2020	5/20/2020	196	-	-	-	-	196
Amanda Gifford	31	4/8/2020	5/8/2020	200	-	-	-	-	200
Amazon Capital Services	13J1-WL9W-6L6G	4/17/2020	5/17/2020	18	-	-	-	-	18
Amazon Capital Services	1913-GPM7-434M	4/23/2020	5/23/2020	4	-	-	-	-	4
Amazon Capital Services	1913-GPM7-67DY	4/23/2020	5/23/2020	22	-	-	-	-	22
Amazon Capital Services	1913-GPM7-6LVJ	4/23/2020	5/23/2020	55	-	-	-	-	55
Amazon Capital Services	1913-GPM7-6T6P	4/23/2020	5/23/2020	7	-	-	-	-	7
Amazon Capital Services	1913-GPM7-73WT	4/23/2020	5/23/2020	14	-	-	-	-	14
Amazon Capital Services	1913-GPM7-7GK9	4/23/2020	5/23/2020	4	-	-	-	-	4
Amazon Capital Services	1913-GPM7-7RNM	4/23/2020	5/23/2020	39	-	-	-	-	39
Amazon Capital Services	1CHP-PJGC-1FX9	4/23/2020	5/23/2020	36	-	-	-	-	36
Amazon Capital Services	1CHP-PJGC-9FJR	4/23/2020	5/23/2020	29	-	-	-	-	29
Amazon Capital Services	1DG9-KCPQ-16YD	4/16/2020	5/16/2020	47	-	-	-	-	47
Amazon Capital Services	1L9F-7J6M-F6WK	4/19/2020	5/19/2020	24	-	-	-	-	24
Amazon Capital Services	1LHV-717X-6XH9	4/19/2020	5/19/2020	6	-	-	-	-	6
Amazon Capital Services	1MGV-6T7R-1DKG	4/23/2020	5/23/2020	27	-	-	-	-	27
Amazon Capital Services	1MGV-6T7R-3QTD	4/23/2020	5/23/2020	5	-	-	-	-	5

Mission Vista Academy

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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
Amazon Capital Services	1MGV-6T7R-6N3R	4/23/2020	5/23/2020	4	-	-	-	-	4
Amazon Capital Services	1MGV-6T7R-6PMM	4/23/2020	5/23/2020	15	-	-	-	-	15
Amazon Capital Services	1MGV-6T7R-77L4	4/23/2020	5/23/2020	20	-	-	-	-	20
Amazon Capital Services	1MGV-6T7R-CGPJ	4/23/2020	5/23/2020	8	-	-	-	-	8
Amazon Capital Services	1PV3-JLDM-GGMN	4/23/2020	5/23/2020	18	-	-	-	-	18
Amazon Capital Services	1Q49-YD9H-19C6	4/23/2020	5/23/2020	21	-	-	-	-	21
Amazon Capital Services	1Q49-YD9H-1WTF	4/23/2020	5/23/2020	54	-	-	-	-	54
Amazon Capital Services	1Q49-YD9H-44D1	4/23/2020	5/23/2020	14	-	-	-	-	14
Amazon Capital Services	1Q49-YD9H-6F9V	4/23/2020	5/23/2020	6	-	-	-	-	6
Amazon Capital Services	1Q49-YD9H-7DGJ	4/23/2020	5/23/2020	16	-	-	-	-	16
Amazon Capital Services	1QRY-9M3J-6PL9	4/23/2020	5/23/2020	39	-	-	-	-	39
Amazon Capital Services	1QRY-9M3J-7Q9T	4/23/2020	5/23/2020	16	-	-	-	-	16
Amazon Capital Services	1QRY-9M3J-CNDL	4/24/2020	5/24/2020	4	-	-	-	-	4
Amazon Capital Services	1XPJ-H6JG-3C1P	4/23/2020	5/23/2020	20	-	-	-	-	20
Amazon Capital Services	1XPJ-H6JG-3VLY	4/23/2020	5/23/2020	32	-	-	-	-	32
Amazon Capital Services	1XPJ-H6JG-49FY	4/24/2020	5/24/2020	6	-	-	-	-	6
Amazon Capital Services	1XPJ-H6JG-9Q1W	4/24/2020	5/24/2020	16	-	-	-	-	16
Amazon Capital Services	1YHL-VVDP-1XJ3	4/23/2020	5/23/2020	15	-	-	-	-	15
Amazon Capital Services	1YHL-VVDP-7DJF	4/23/2020	5/23/2020	22	-	-	-	-	22
Amazon Capital Services	1YHL-VVDP-9176	4/23/2020	5/23/2020	39	-	-	-	-	39
Amazon Capital Services	1YHL-VVDP-C7GJ	4/23/2020	5/23/2020	4	-	-	-	-	4
Amazon Capital Services	1YHL-VVDP-CFLX	4/23/2020	5/23/2020	8	-	-	-	-	8
Amazon Capital Services	1YHL-VVDP-CNCC	4/23/2020	5/23/2020	16	-	-	-	-	16
Amazon Capital Services	1YXD-9LKJ-FGQX	4/23/2020	5/23/2020	52	-	-	-	-	52
American Acrobats Performing Arts	MAR2020MVA	4/8/2020	5/8/2020	110	-	-	-	-	110
Barbara Infranca	AresVega 41620	4/29/2020	5/29/2020	110	-	-	-	-	110
Barbara Infranca	Genesis A 41720	4/29/2020	5/29/2020	220	-	-	-	-	220
Beaumont Unified School District	2020 / 25	9/25/2019	10/25/2019	-	-	-	-	80,519	80,519
Bitsbox	2605	3/19/2020	3/19/2020	87	-	-	-	-	87
Bitsbox	2606	3/19/2020	3/19/2020	87	-	-	-	-	87
Blossom Hill Ranch	032006	4/9/2020	5/9/2020	100	-	-	-	-	100
Blossom Hill Ranch	032007	4/9/2020	5/9/2020	100	-	-	-	-	100
BookShark	30991013	3/26/2020	4/25/2020	426	-	-	-	-	426
BookShark	30991027	3/26/2020	4/25/2020	140	-	-	-	-	140

Mission Vista Academy

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For the period ended April 30, 2020

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
BookShark	30991030	3/26/2020	4/25/2020	115	-	-	-	-	115
BookShark	30991033	3/26/2020	4/25/2020	412	-	-	-	-	412
BookShark	30991437	3/30/2020	4/29/2020	168	-	-	-	-	168
BookShark	30993950	4/13/2020	5/13/2020	48	-	-	-	-	48
Brave Writer LLC	69064754	3/30/2020	3/30/2020	229	-	-	-	-	229
Brave Writer LLC	69834684	2/28/2020	2/28/2020	149	-	-	-	-	149
Brave Writer LLC	70145517	2/28/2020	2/28/2020	50	-	-	-	-	50
Brave Writer LLC	71085925	4/1/2020	4/1/2020	596	-	-	-	-	596
Brave Writer LLC	71185982	4/13/2020	4/13/2020	199	-	-	-	-	199
Brave Writer LLC	71286018	4/1/2020	4/1/2020	679	-	-	-	-	679
Brave Writer LLC	71630582	4/13/2020	4/13/2020	348	-	-	-	-	348
Brave Writer LLC	72167815	4/13/2020	4/13/2020	149	-	-	-	-	149
Brilliant Dance Academy	5	4/9/2020	5/9/2020	462	-	-	-	-	462
Britanny McMains Vocal Studio	32020	4/3/2020	5/3/2020	270	-	-	-	-	270
Brittany McMains		4/3/2020	5/3/2020	200	-	-	-	-	200
BST Fitness/CrossFit Temecula	1036	4/13/2020	5/13/2020	100	-	-	-	-	100
BST Fitness/CrossFit Temecula	1037	4/13/2020	5/13/2020	100	-	-	-	-	100
Caitlyn Park	109	4/4/2020	5/4/2020	700	-	-	-	-	700
Caitlyn Park	110	4/18/2020	5/18/2020	500	-	-	-	-	500
California Karate	041520-MV	4/15/2020	5/15/2020	480	-	-	-	-	480
California Karate	041520-MV-AS	4/15/2020	5/15/2020	560	-	-	-	-	560
California Karate	041520-MV-AS-2	4/15/2020	5/15/2020	280	-	-	-	-	280
California Karate	041520-MV-DR	4/15/2020	5/15/2020	420	-	-	-	-	420
California Oaks Vision Center of Optom	2879	4/1/2020	5/1/2020	250	-	-	-	-	250
Carlene Strathmann	0026	4/4/2020	5/4/2020	375	-	-	-	-	375
Casa Colina Hosp Rehab	00834705	4/29/2020	5/29/2020	152	-	-	-	-	152
Casa Colina Hosp Rehab	00839809	4/29/2020	5/29/2020	114	-	-	-	-	114
Casa Colina Hosp Rehab	00844591	4/29/2020	5/29/2020	152	-	-	-	-	152
Celeste Haueter	201927	4/7/2020	5/7/2020	280	-	-	-	-	280
Celeste Haueter	201928	4/15/2020	5/15/2020	560	-	-	-	-	560
Cengage Learning	70106746	3/11/2020	4/10/2020	115	-	-	-	-	115
Certified Languages International	730289 Stup	4/8/2020	4/8/2020	500	-	-	-	-	500
Charlot Gymnastics	29	4/3/2020	5/3/2020	3,536	-	-	-	-	3,536
Charter Impact, Inc.	PR041520	4/16/2020	4/16/2020	801	-	-	-	-	801
Cindy Irvine	40920	4/9/2020	5/9/2020	130	-	-	-	-	130

Mission Vista Academy

Accounts Payable Aging

For the period ended April 30, 2020

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
CJIF Yucaipa	11	3/20/2020	5/19/2020	230	-	-	-	-	230
CJIF Yucaipa	12	3/20/2020	5/19/2020	230	-	-	-	-	230
Club Z In-Home Tutoring	4208	4/2/2020	5/2/2020	80	-	-	-	-	80
Club Z In-Home Tutoring	4209	4/2/2020	5/2/2020	340	-	-	-	-	340
Club Z In-Home Tutoring	4215	4/2/2020	5/2/2020	90	-	-	-	-	90
Club Z In-Home Tutoring	4221	4/2/2020	5/2/2020	270	-	-	-	-	270
CrossFit 951	13	3/18/2020	4/17/2020	860	-	-	-	-	860
Cynthia Peel	MV20	3/18/2020	4/17/2020	630	-	-	-	-	630
D.D. & S Learning Systems dba Sylvan L	1908	4/7/2020	5/7/2020	2,964	-	-	-	-	2,964
Dance Spectrum	04102020	4/13/2020	5/13/2020	436	-	-	-	-	436
Define Dance Space	DDS-1021MVA	4/8/2020	5/8/2020	1,480	-	-	-	-	1,480
Desert Elite Mavericks	Husvar -11	2/14/2020	3/15/2020	120	-	-	-	-	120
Desert Elite Mavericks	Husvar 8-10	2/9/2020	3/10/2020	435	-	-	-	-	435
Desert Occupational Therapy for Kids	029	4/7/2020	5/7/2020	1,080	-	-	-	-	1,080
Desert Recreation District	10_A	4/14/2020	5/14/2020	113	-	-	-	-	113
Desert Recreation District	29	2/4/2020	3/5/2020	181	-	-	-	-	181
Desert Recreation District	34	4/10/2020	5/10/2020	210	-	-	-	-	210
Desert Swim Academy	136	4/3/2020	5/3/2020	800	-	-	-	-	800
Discount School Supply	P39412980101	4/2/2020	5/2/2020	59	-	-	-	-	59
Discount School Supply	P39413030101	4/5/2020	5/5/2020	102	-	-	-	-	102
Discount School Supply	P39413330101	4/2/2020	5/2/2020	134	-	-	-	-	134
Discount School Supply	P39416890101	4/4/2020	5/4/2020	86	-	-	-	-	86
Discount School Supply	P39416910101	4/4/2020	5/4/2020	37	-	-	-	-	37
Discount School Supply	P39429530101	4/15/2020	5/15/2020	111	-	-	-	-	111
Discount School Supply	P39433430101	4/19/2020	5/19/2020	50	-	-	-	-	50
Discovery of Learning, LLC	IMV420	4/14/2020	5/14/2020	14,105	-	-	-	-	14,105
Dr. Batista Music Studio	139	4/4/2020	5/4/2020	280	-	-	-	-	280
Drew's Art Box LLC	7883-9508	4/2/2020	5/2/2020	35	-	-	-	-	35
eat2explore	100715	4/20/2020	5/20/2020	110	-	-	-	-	110
Education.com Holdings, Inc.	E10040-2	4/15/2020	5/15/2020	60	-	-	-	-	60
Educational Development Corporation	DIR5629251	3/18/2020	4/17/2020	107	-	-	-	-	107
Educational Development Corporation	DIR5759635	4/8/2020	5/8/2020	63	-	-	-	-	63
Educational Development Corporation	DIR5759642	4/9/2020	5/9/2020	112	-	-	-	-	112
Educational Development Corporation	DIR5759645	4/9/2020	5/9/2020	55	-	-	-	-	55
Educational Development Corporation	DIR5777652	4/14/2020	5/14/2020	34	-	-	-	-	34

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Educational Development Corporation	DIR5777677	4/15/2020	5/15/2020	150	-	-	-	-	150
Educational Development Corporation	DIR5794989	4/17/2020	5/17/2020	65	-	-	-	-	65
Evan-Moor	INV272994	4/14/2020	5/14/2020	332	-	-	-	-	332
Fit 2 Be Free	0013	4/10/2020	5/10/2020	75	-	-	-	-	75
Friends of Leaps & Bounds	008	4/3/2020	5/3/2020	715	-	-	-	-	715
Friends of Leaps & Bounds	AP2	4/6/2020	5/6/2020	925	-	-	-	-	925
Futurelink Inc	1020	4/20/2020	5/20/2020	300	-	-	-	-	300
Gabriella Berry	202003-06-AR	3/4/2020	4/3/2020	(360)	-	-	-	-	(360)
Gabriella Berry	202004-05-EC	4/21/2020	5/21/2020	240	-	-	-	-	240
Giordano's ATA Martial Arts	86-LH	4/2/2020	5/2/2020	209	-	-	-	-	209
Gracie Temecula	NHMJ2020	4/19/2020	5/19/2020	318	-	-	-	-	318
Growing Minds, LLC	32912-USD	3/18/2020	3/18/2020	70	-	-	-	-	70
Gwendolynn Clement	15	4/8/2020	5/8/2020	80	-	-	-	-	80
Gwendolynn Clement	16	4/8/2020	5/8/2020	80	-	-	-	-	80
Hands 4 Building, LLC	1584	4/5/2020	5/5/2020	138	-	-	-	-	138
Hands 4 Building, LLC	1588	4/5/2020	5/5/2020	328	-	-	-	-	328
Hands 4 Building, LLC	1598	4/8/2020	5/8/2020	138	-	-	-	-	138
Hangar 18 Climbing Gyms	201899	4/15/2020	5/15/2020	372	-	-	-	-	372
Heidi Steiner - Tutor	50	12/11/2019	1/10/2020	-	400	-	-	-	400
Hemet Valley Dolphins	Rivers, K0320	3/18/2020	4/17/2020	32	-	-	-	-	32
Hilltop Education Connections	107	4/5/2020	5/5/2020	345	-	-	-	-	345
History Unboxed LLC	wc-6968HU	4/20/2020	5/20/2020	234	-	-	-	-	234
History Unboxed LLC	wc-7005HU	4/20/2020	5/20/2020	168	-	-	-	-	168
Home Science Tools	1000123A	4/13/2020	5/13/2020	103	-	-	-	-	103
Home Science Tools	1000127A	4/8/2020	5/8/2020	50	-	-	-	-	50
Home Science Tools	1000230A	4/8/2020	5/8/2020	12	-	-	-	-	12
Home Science Tools	1002939A	4/16/2020	5/16/2020	79	-	-	-	-	79
Home Science Tools	1006385A	4/24/2020	5/24/2020	25	-	-	-	-	25
Home Science Tools	1006388A	4/24/2020	5/24/2020	25	-	-	-	-	25
Home Science Tools	1006389A	4/24/2020	5/24/2020	7	-	-	-	-	7
Home Science Tools	1006390A	4/24/2020	5/24/2020	25	-	-	-	-	25
Home Science Tools	990291A	3/10/2020	5/9/2020	48	-	-	-	-	48
Home Science Tools	990834A	3/11/2020	5/10/2020	95	-	-	-	-	95
Home Science Tools	993838A	3/24/2020	5/23/2020	46	-	-	-	-	46
Home Science Tools	996794A	4/1/2020	5/31/2020	54	-	-	-	-	54

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Home Science Tools	997145B	4/14/2020	5/14/2020	82	-	-	-	-	82
HomeGrown OT 4 Kids	EM5	4/6/2020	5/6/2020	400	-	-	-	-	400
Homeschool Spanish Academy	1980	4/8/2020	5/8/2020	1,816	-	-	-	-	1,816
Hooves of Laguna Springs	MVA006	4/8/2020	5/8/2020	422	-	-	-	-	422
Houghton Mifflin Harcourt Publishing C	911325994	4/20/2020	5/20/2020	173	-	-	-	-	173
Houghton Mifflin Harcourt Publishing C	911326541	4/20/2020	5/20/2020	144	-	-	-	-	144
Houghton Mifflin Harcourt Publishing C	911327024	4/20/2020	5/20/2020	140	-	-	-	-	140
Institute for Excellence in Writing	658561	4/9/2020	5/9/2020	173	-	-	-	-	173
Institute for Excellence in Writing	659346	4/14/2020	5/14/2020	37	-	-	-	-	37
Institute for Excellence in Writing	659362	4/14/2020	5/14/2020	22	-	-	-	-	22
Institute for Excellence in Writing	659763	4/16/2020	5/16/2020	231	-	-	-	-	231
Institute for Excellence in Writing	659911	4/16/2020	5/16/2020	59	-	-	-	-	59
Institute for Excellence in Writing	660104	4/17/2020	5/17/2020	225	-	-	-	-	225
Ivan Shallal	0009	4/20/2020	5/20/2020	420	-	-	-	-	420
Janet E Kohtz, O.D. F.C.O.V.D.	MV04062020	4/6/2020	5/6/2020	1,788	-	-	-	-	1,788
Julia Gilbert	0047	4/9/2020	5/9/2020	100	-	-	-	-	100
Julia Gilbert	0048	4/9/2020	5/9/2020	100	-	-	-	-	100
Julia Gilbert	0049	4/9/2020	5/9/2020	200	-	-	-	-	200
Kara Wuchner	10792	4/13/2020	5/13/2020	123	-	-	-	-	123
Kathleen Elliott	01919	4/10/2020	5/10/2020	180	-	-	-	-	180
Kathleen Elliott	11919	4/10/2020	5/10/2020	180	-	-	-	-	180
Kathleen Elliott	19191	4/9/2020	5/9/2020	450	-	-	-	-	450
Kathleen Elliott	19192	4/9/2020	5/9/2020	495	-	-	-	-	495
Kathleen Elliott	19193	4/9/2020	5/9/2020	450	-	-	-	-	450
Kathleen Elliott	21919	4/10/2020	5/10/2020	200	-	-	-	-	200
Katie Zweber	2020-098264	4/9/2020	5/9/2020	1,080	-	-	-	-	1,080
Katy Poleynard	011	4/21/2020	5/21/2020	180	-	-	-	-	180
Kendall Hansen	KH1010MVA	4/8/2020	5/8/2020	2,635	-	-	-	-	2,635
Kevin Lee	005	4/8/2020	5/8/2020	100	-	-	-	-	100
Kiddo MusicArt Academy	5717	3/31/2020	3/31/2020	248	-	-	-	-	248
Kimberly Veloz	51	3/26/2020	5/25/2020	140	-	-	-	-	140
Kitchen Kid, LLC	4392310	4/2/2020	5/2/2020	79	-	-	-	-	79
Kitchen Kid, LLC	439231540	4/2/2020	5/2/2020	145	-	-	-	-	145
Kitchen Kid, LLC	439232009	4/2/2020	5/2/2020	49	-	-	-	-	49
Kitchen Kid, LLC	4392336	4/2/2020	5/2/2020	79	-	-	-	-	79

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Kitchen Kid, LLC	4392347	4/2/2020	5/2/2020	79	-	-	-	-	79
Kitchen Kid, LLC	43923559	4/2/2020	5/2/2020	33	-	-	-	-	33
Kitchen Kid, LLC	4392359	4/2/2020	5/2/2020	79	-	-	-	-	79
Kitchen Kid, LLC	439236	4/2/2020	5/2/2020	79	-	-	-	-	79
Kitchen Kid, LLC	439441022	4/23/2020	5/23/2020	22	-	-	-	-	22
Kitchen Kid, LLC	4394414	4/23/2020	5/23/2020	79	-	-	-	-	79
Kitchen Kid, LLC	439441564	4/23/2020	5/23/2020	145	-	-	-	-	145
Kitchen Kid, LLC	4394416	4/23/2020	5/23/2020	79	-	-	-	-	79
Kitchen Kid, LLC	4394422	4/23/2020	5/23/2020	79	-	-	-	-	79
Kitchen Kid, LLC	4394423	4/23/2020	5/23/2020	79	-	-	-	-	79
Kitchen Kid, LLC	4394426	4/23/2020	5/23/2020	79	-	-	-	-	79
Kitchen Kid, LLC	439443	4/23/2020	5/23/2020	79	-	-	-	-	79
Kitchen Kid, LLC	4394432	4/23/2020	5/23/2020	79	-	-	-	-	79
Kitchen Kid, LLC	4394441	4/23/2020	5/23/2020	79	-	-	-	-	79
Kitchen Kid, LLC	4394442	4/23/2020	5/23/2020	79	-	-	-	-	79
Kitchen Kid, LLC	4394448	4/23/2020	5/23/2020	79	-	-	-	-	79
Kitchen Kid, LLC	43944503	4/23/2020	5/23/2020	33	-	-	-	-	33
Kitchen Kid, LLC	4394452	4/23/2020	5/23/2020	79	-	-	-	-	79
Kitchen Kid, LLC	43944523	4/23/2020	5/23/2020	33	-	-	-	-	33
Kitchen Kid, LLC	439448	4/23/2020	5/23/2020	79	-	-	-	-	79
Kitchen Kid, LLC	4394486	4/23/2020	5/23/2020	79	-	-	-	-	79
KiwiCo, Inc	ST-IA33Z5XQ	4/19/2020	5/19/2020	65	-	-	-	-	65
KiwiCo, Inc	ST-IA7GTYUQ	4/19/2020	5/19/2020	98	-	-	-	-	98
KiwiCo, Inc	ST-IA7MDZOY	4/15/2020	5/15/2020	97	-	-	-	-	97
KiwiCo, Inc	ST-IB2CSQWY	4/15/2020	5/15/2020	236	-	-	-	-	236
KiwiCo, Inc	ST-IBHRUL5A	4/19/2020	5/19/2020	65	-	-	-	-	65
KiwiCo, Inc	ST-IC4ZMOXY	4/2/2020	5/2/2020	65	-	-	-	-	65
KiwiCo, Inc	ST-IC7GBSDY	4/6/2020	5/6/2020	65	-	-	-	-	65
KiwiCo, Inc	ST-ICEBYIIQ	4/13/2020	5/13/2020	65	-	-	-	-	65
KiwiCo, Inc	ST-ICSAKHKA	4/2/2020	5/2/2020	65	-	-	-	-	65
KiwiCo, Inc	ST-ID2PRXAQ	4/10/2020	5/10/2020	65	-	-	-	-	65
KiwiCo, Inc	ST-IDBCFWTI	4/9/2020	5/9/2020	65	-	-	-	-	65
KiwiCo, Inc	ST-IDONNCHI	4/9/2020	5/9/2020	65	-	-	-	-	65
KiwiCo, Inc	ST-IDULXVWA	4/10/2020	5/10/2020	98	-	-	-	-	98
KiwiCo, Inc	ST-IEVBYGTQ	4/17/2020	5/17/2020	120	-	-	-	-	120

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KiwiCo, Inc	ST-IEZ4ZALI	4/3/2020	5/3/2020	65	-	-	-	-	65
KiwiCo, Inc	ST-IF7KZJSI	4/13/2020	5/13/2020	196	-	-	-	-	196
KiwiCo, Inc	ST-IFEPAFRY	4/3/2020	5/3/2020	65	-	-	-	-	65
KiwiCo, Inc	ST-IFRRXU2I	4/15/2020	5/15/2020	129	-	-	-	-	129
KiwiCo, Inc	ST-IFYE4BZA	4/7/2020	5/7/2020	65	-	-	-	-	65
KiwiCo, Inc	ST-IG3E3JZI	4/13/2020	5/13/2020	196	-	-	-	-	196
KiwiCo, Inc	ST-IGGSGT3Y	4/13/2020	5/13/2020	196	-	-	-	-	196
KiwiCo, Inc	ST-IGKQKFYQ	4/7/2020	5/7/2020	65	-	-	-	-	65
KiwiCo, Inc	ST-IGKS54YQ	4/10/2020	5/10/2020	65	-	-	-	-	65
KiwiCo, Inc	ST-IGQSZPFI	4/1/2020	5/1/2020	65	-	-	-	-	65
KiwiCo, Inc	ST-IGQUEHDA	4/7/2020	5/7/2020	129	-	-	-	-	129
KiwiCo, Inc	ST-IHAYLZEQ	4/7/2020	5/7/2020	65	-	-	-	-	65
KiwiCo, Inc	ST-IHDHU47Y	4/13/2020	5/13/2020	60	-	-	-	-	60
KiwiCo, Inc	ST-IHGRDWPY	4/8/2020	5/8/2020	97	-	-	-	-	97
KiwiCo, Inc	ST-IHHN7O6Q	4/7/2020	5/7/2020	65	-	-	-	-	65
KiwiCo, Inc	ST-IHIZVJ2Y	4/13/2020	5/13/2020	65	-	-	-	-	65
KiwiCo, Inc	ST-IHMWIZHI	4/13/2020	5/13/2020	65	-	-	-	-	65
KiwiCo, Inc	ST-IHOGG3YQ	4/10/2020	5/10/2020	98	-	-	-	-	98
KiwiCo, Inc	ST-IHQKZWWQ	4/7/2020	5/7/2020	65	-	-	-	-	65
KiwiCo, Inc	ST-IHQVT22A	4/14/2020	5/14/2020	207	-	-	-	-	207
KiwiCo, Inc	ST-IHREV5DI	4/13/2020	5/13/2020	98	-	-	-	-	98
KiwiCo, Inc	ST-II2TR5LY	4/14/2020	5/14/2020	140	-	-	-	-	140
KiwiCo, Inc	ST-II5J7SWI	4/3/2020	5/3/2020	163	-	-	-	-	163
KiwiCo, Inc	ST-IIG4O25Y	4/2/2020	5/2/2020	65	-	-	-	-	65
KiwiCo, Inc	ST-IIJLXCLI	4/14/2020	5/14/2020	118	-	-	-	-	118
KiwiCo, Inc	ST-IIUPX4BI	4/14/2020	5/14/2020	103	-	-	-	-	103
KiwiCo, Inc	ST-IJET7OCY	4/14/2020	5/14/2020	92	-	-	-	-	92
KiwiCo, Inc	ST-IJHSUM6Q	4/1/2020	5/1/2020	228	-	-	-	-	228
KiwiCo, Inc	ST-IJOR2NWWY	4/3/2020	5/3/2020	65	-	-	-	-	65
KiwiCo, Inc	ST-IJRNNFHI	4/14/2020	5/14/2020	98	-	-	-	-	98
KiwiCo, Inc	ST-IL65N5AA	4/1/2020	5/1/2020	131	-	-	-	-	131
KiwiCo, Inc	ST-ILJLENBI	4/10/2020	5/10/2020	65	-	-	-	-	65
KiwiCo, Inc	ST-ILOLLFMY	4/10/2020	5/10/2020	65	-	-	-	-	65
KiwiCo, Inc	ST-ILSS5QQY	4/8/2020	5/8/2020	98	-	-	-	-	98
KiwiCo, Inc	ST-ILUPFGXI	4/10/2020	5/10/2020	65	-	-	-	-	65

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KiwiCo, Inc	ST-IME6LUQI	4/8/2020	5/8/2020	194	-	-	-	-	194
KiwiCo, Inc	ST-IMM2O5DQ	4/1/2020	5/1/2020	65	-	-	-	-	65
KiwiCo, Inc	ST-IMVXE3Q	4/1/2020	5/1/2020	65	-	-	-	-	65
KiwiCo, Inc	ST-IPDCXJJQ	4/16/2020	5/16/2020	65	-	-	-	-	65
KiwiCo, Inc	ST-IPOEFINI	4/9/2020	5/9/2020	183	-	-	-	-	183
KiwiCo, Inc	ST-IPTAM64Q	4/3/2020	5/3/2020	98	-	-	-	-	98
Lakeshore	3250730320	3/16/2020	4/15/2020	560	-	-	-	-	560
Lakeshore	3251290320	3/16/2020	4/15/2020	40	-	-	-	-	40
Lakeshore	3254680420	4/3/2020	5/3/2020	307	-	-	-	-	307
Lakeshore	3256190420	4/3/2020	5/3/2020	16	-	-	-	-	16
Lakeshore	3279400420	4/3/2020	5/3/2020	29	-	-	-	-	29
Lakeshore	3454920420	4/2/2020	5/2/2020	367	-	-	-	-	367
Lakeshore	3520390420	4/3/2020	5/3/2020	43	-	-	-	-	43
Lakeshore	3588270420	4/2/2020	5/2/2020	196	-	-	-	-	196
Lakeshore	3589100420	4/2/2020	5/2/2020	47	-	-	-	-	47
Lakeshore	3589830420	4/2/2020	5/2/2020	66	-	-	-	-	66
Lakeshore	3601370420	4/2/2020	5/2/2020	925	-	-	-	-	925
Lakeshore	3609330420	4/3/2020	5/3/2020	391	-	-	-	-	391
Lakeshore	3613480420	4/3/2020	5/3/2020	50	-	-	-	-	50
Lakeshore	3614400420	4/3/2020	5/3/2020	98	-	-	-	-	98
Lakeshore	3614440420	4/2/2020	5/2/2020	112	-	-	-	-	112
Lakeshore	3616470420	4/3/2020	5/3/2020	29	-	-	-	-	29
Lakeshore	3621920420	4/3/2020	5/3/2020	16	-	-	-	-	16
Lakeshore	3622730420	4/3/2020	5/3/2020	331	-	-	-	-	331
Lakeshore	3628920420	4/3/2020	5/3/2020	98	-	-	-	-	98
Lakeshore	3642100420	4/3/2020	5/3/2020	114	-	-	-	-	114
Lakeshore	3648550420	4/3/2020	5/3/2020	211	-	-	-	-	211
Lakeshore	3648560420	4/3/2020	5/3/2020	20	-	-	-	-	20
Lakeshore	3649200420	4/3/2020	5/3/2020	41	-	-	-	-	41
Lakeshore	3651220420	4/3/2020	5/3/2020	149	-	-	-	-	149
Lakeshore	3658630420	4/3/2020	5/3/2020	127	-	-	-	-	127
Lakeshore	3658640420	4/3/2020	5/3/2020	193	-	-	-	-	193
Lakeshore	3658650420	4/3/2020	5/3/2020	98	-	-	-	-	98
Lakeshore	3675850420	4/8/2020	5/8/2020	748	-	-	-	-	748
Lakeshore	3710190420	4/7/2020	5/7/2020	83	-	-	-	-	83

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Lakeshore	3722760420	4/8/2020	5/8/2020	336	-	-	-	-	336
Lakeshore	3776430420	4/8/2020	5/8/2020	218	-	-	-	-	218
Lakeshore	3786100420	4/8/2020	5/8/2020	109	-	-	-	-	109
Lakeshore	3786130420	4/8/2020	5/8/2020	43	-	-	-	-	43
Lakeshore	3786140420	4/8/2020	5/8/2020	554	-	-	-	-	554
Lakeshore	3791440420	4/8/2020	5/8/2020	164	-	-	-	-	164
Lakeshore	3831600420	4/13/2020	5/13/2020	46	-	-	-	-	46
Lakeshore	3869620420	4/13/2020	5/13/2020	24	-	-	-	-	24
Lakeshore	3869630420	4/13/2020	5/13/2020	18	-	-	-	-	18
Laura Meer	04232009	4/23/2020	5/23/2020	80	-	-	-	-	80
LeafWing Center	19121870407BF	4/15/2020	5/15/2020	915	-	-	-	-	915
LeafWing Center	2011865493BF	4/15/2020	5/15/2020	1,080	-	-	-	-	1,080
LeafWing Center	2021865460BF	4/10/2020	5/10/2020	825	-	-	-	-	825
LeafWing Center	2031915639BF	4/15/2020	5/15/2020	840	-	-	-	-	840
Leaps & Bounds Pediatric Therapy	2220	4/1/2020	5/1/2020	1,380	-	-	-	-	1,380
Learning With Apples	LWA2004161103	4/16/2020	5/16/2020	125	-	-	-	-	125
Learning Without Tears	INV58183	3/18/2020	4/17/2020	38	-	-	-	-	38
Learning Without Tears	INV65241	4/2/2020	5/2/2020	105	-	-	-	-	105
Legacy of Valor & Excellence	lg00005	4/8/2020	5/8/2020	2,320	-	-	-	-	2,320
LEGO Education	1190420193	3/9/2020	5/8/2020	492	-	-	-	-	492
LEGO Education	1190423347	3/25/2020	5/24/2020	140	-	-	-	-	140
LEGO Education	1190423588	4/15/2020	6/14/2020	232	-	-	-	-	232
Let's Communicate, Inc	26144	3/31/2020	4/30/2020	895	-	-	-	-	895
Let's Communicate, Inc	26147	3/31/2020	4/30/2020	1,150	-	-	-	-	1,150
Let's Communicate, Inc	26148	3/31/2020	4/30/2020	230	-	-	-	-	230
Let's Communicate, Inc	26149	3/31/2020	4/30/2020	460	-	-	-	-	460
Let's Communicate, Inc	26151	3/31/2020	4/30/2020	575	-	-	-	-	575
Let's Communicate, Inc	26248	3/31/2020	4/30/2020	320	-	-	-	-	320
Little Passports	111973381	4/15/2020	5/15/2020	90	-	-	-	-	90
Little Passports	111973790	4/15/2020	5/15/2020	81	-	-	-	-	81
Little Passports	111983545	4/15/2020	5/15/2020	299	-	-	-	-	299
Little Passports	112131543	4/15/2020	5/15/2020	195	-	-	-	-	195
Live Music Tutor Inc.	1092	4/14/2020	5/14/2020	140	-	-	-	-	140
Locomotion Softball	7	4/20/2020	5/20/2020	120	-	-	-	-	120
Locomotion Softball	8	4/20/2020	5/20/2020	120	-	-	-	-	120

Mission Vista Academy**Accounts Payable Aging**

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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
Logic of English	INV8848	4/15/2020	5/15/2020	102	-	-	-	-	102
Lucid Speech and Language	March2020Mission	4/9/2020	5/9/2020	4,775	-	-	-	-	4,775
Maricela Lemos	5	4/8/2020	5/8/2020	600	-	-	-	-	600
Maricela Lemos	6	4/9/2020	5/9/2020	600	-	-	-	-	600
Mary Lemasters Tahir	011	4/9/2020	5/9/2020	300	-	-	-	-	300
Masterminds Circle Inc.	Inspire April'20	4/14/2020	5/14/2020	290	-	-	-	-	290
Masterminds Circle Inc.	Inspire April-June'20	4/14/2020	5/14/2020	580	-	-	-	-	580
Math-U-See Inc.	0599579-IN	3/4/2020	5/3/2020	56	-	-	-	-	56
Math-U-See Inc.	0599580-IN	3/4/2020	5/3/2020	103	-	-	-	-	103
Math-U-See Inc.	0599581-IN	3/4/2020	5/3/2020	55	-	-	-	-	55
Math-U-See Inc.	0599583-IN	3/4/2020	5/3/2020	169	-	-	-	-	169
Math-U-See Inc.	0599587-IN	3/4/2020	5/3/2020	236	-	-	-	-	236
Math-U-See Inc.	0600433-IN	3/10/2020	5/9/2020	116	-	-	-	-	116
Math-U-See Inc.	0600438-IN	3/10/2020	5/9/2020	56	-	-	-	-	56
Math-U-See Inc.	0600440-IN	3/10/2020	5/9/2020	56	-	-	-	-	56
Math-U-See Inc.	0600441-IN	3/10/2020	5/9/2020	47	-	-	-	-	47
Math-U-See Inc.	0600445-IN	3/10/2020	5/9/2020	89	-	-	-	-	89
Math-U-See Inc.	0600626-IN	3/11/2020	5/10/2020	53	-	-	-	-	53
Math-U-See Inc.	0600627-IN	3/11/2020	5/10/2020	166	-	-	-	-	166
Math-U-See Inc.	0600768-IN	3/12/2020	5/11/2020	116	-	-	-	-	116
Math-U-See Inc.	0600769-IN	3/12/2020	5/11/2020	116	-	-	-	-	116
Math-U-See Inc.	0600770-IN	3/12/2020	5/11/2020	116	-	-	-	-	116
Math-U-See Inc.	0600932-IN	3/12/2020	5/11/2020	120	-	-	-	-	120
Math-U-See Inc.	0601021-IN	3/16/2020	5/15/2020	149	-	-	-	-	149
Math-U-See Inc.	0601022-IN	3/16/2020	5/15/2020	162	-	-	-	-	162
Math-U-See Inc.	0601419-1N	3/17/2020	5/16/2020	168	-	-	-	-	168
Math-U-See Inc.	0601453-IN	3/17/2020	5/16/2020	212	-	-	-	-	212
Math-U-See Inc.	0601707-IN	3/18/2020	5/17/2020	61	-	-	-	-	61
Math-U-See Inc.	0601708-IN	3/18/2020	5/17/2020	68	-	-	-	-	68
Math-U-See Inc.	0601709-IN	3/18/2020	5/17/2020	152	-	-	-	-	152
Math-U-See Inc.	0601712-IN	3/18/2020	5/17/2020	68	-	-	-	-	68
Math-U-See Inc.	0601713-IN	3/18/2020	5/17/2020	68	-	-	-	-	68
Math-U-See Inc.	0601715-IN	3/18/2020	5/17/2020	68	-	-	-	-	68
Math-U-See Inc.	0602023-IN	3/19/2020	5/18/2020	68	-	-	-	-	68
Math-U-See Inc.	0602025-IN	3/19/2020	5/18/2020	193	-	-	-	-	193

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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.	0602895-IN	3/24/2020	5/23/2020	56	-	-	-	-	56
Math-U-See Inc.	0602898-IN	3/24/2020	5/23/2020	56	-	-	-	-	56
Math-U-See Inc.	0603842-IN	3/27/2020	5/26/2020	149	-	-	-	-	149
Math-U-See Inc.	0604487-IN	3/31/2020	5/30/2020	128	-	-	-	-	128
Math-U-See Inc.	0604489-IN	3/31/2020	5/30/2020	162	-	-	-	-	162
Math-U-See Inc.	0604490-IN	3/31/2020	5/30/2020	116	-	-	-	-	116
Math-U-See Inc.	0604495-IN	3/31/2020	5/30/2020	264	-	-	-	-	264
Math-U-See Inc.	0604740-IN	4/1/2020	5/31/2020	68	-	-	-	-	68
Math-U-See Inc.	0604744-IN	4/1/2020	5/31/2020	159	-	-	-	-	159
Math-U-See Inc.	0604751-IN	4/1/2020	5/31/2020	57	-	-	-	-	57
Math-U-See Inc.	0604754-IN	4/1/2020	5/31/2020	56	-	-	-	-	56
Math-U-See Inc.	0604760-IN	4/1/2020	5/31/2020	452	-	-	-	-	452
Math-U-See Inc.	0604898-IN	4/2/2020	6/1/2020	68	-	-	-	-	68
Math-U-See Inc.	0604903-IN	4/2/2020	6/1/2020	122	-	-	-	-	122
Math-U-See Inc.	0604907-IN	4/2/2020	6/1/2020	116	-	-	-	-	116
Math-U-See Inc.	0605240-IN	4/3/2020	6/2/2020	41	-	-	-	-	41
Math-U-See Inc.	0605249-IN	4/3/2020	6/2/2020	116	-	-	-	-	116
Math-U-See Inc.	0605251-IN	4/3/2020	6/2/2020	112	-	-	-	-	112
Math-U-See Inc.	0606394-IN	4/9/2020	6/8/2020	97	-	-	-	-	97
Math-U-See Inc.	0608907-IN	4/22/2020	6/21/2020	149	-	-	-	-	149
Mathnasium of Temecula	413	4/13/2020	5/13/2020	621	-	-	-	-	621
MEL Science Ltd	AW202004037	4/3/2020	5/3/2020	100	-	-	-	-	100
MEL Science Ltd	CK202004151	4/15/2020	5/16/2020	279	-	-	-	-	279
MEL Science Ltd	JA202004141	4/14/2020	5/14/2020	314	-	-	-	-	314
MEL Science Ltd	RG202004056	4/5/2020	5/5/2020	100	-	-	-	-	100
MEL Science Ltd	ZC202004142	4/14/2020	5/14/2020	279	-	-	-	-	279
Miaplaza Inc.	3208	4/10/2020	5/10/2020	40	-	-	-	-	40
Michael Staff	1	4/17/2020	5/17/2020	420	-	-	-	-	420
Michelle Terry	39	4/3/2020	5/3/2020	600	-	-	-	-	600
Miss Kylee's Piano Studio	135	4/12/2020	5/12/2020	1,350	-	-	-	-	1,350
Miss Kylee's Piano Studio	136	4/12/2020	5/12/2020	150	-	-	-	-	150
Miss Kylee's Piano Studio	137	4/12/2020	5/12/2020	350	-	-	-	-	350
Miss Kylee's Piano Studio	138	4/17/2020	5/17/2020	900	-	-	-	-	900
Miss Kylee's Piano Studio	139	4/17/2020	5/17/2020	600	-	-	-	-	600
Moving Beyond the Page	211730	4/2/2020	5/2/2020	294	-	-	-	-	294

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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
Moving Beyond the Page	211733	4/2/2020	5/2/2020	729	-	-	-	-	729
Moving Beyond the Page	211745	4/2/2020	5/2/2020	930	-	-	-	-	930
Moving Beyond the Page	211900	4/8/2020	5/8/2020	37	-	-	-	-	37
Moving Beyond the Page	211918	4/8/2020	5/8/2020	123	-	-	-	-	123
Moving Beyond the Page	212087	4/15/2020	5/15/2020	248	-	-	-	-	248
Moving Beyond the Page	212092	4/15/2020	5/15/2020	605	-	-	-	-	605
Moving Beyond the Page	212240	4/16/2020	5/16/2020	7	-	-	-	-	7
Moving Beyond the Page	212288	4/17/2020	5/17/2020	426	-	-	-	-	426
MoxieBox Art, Inc	5773	4/7/2020	5/7/2020	153	-	-	-	-	153
MoxieBox Art, Inc	5787	4/20/2020	5/20/2020	153	-	-	-	-	153
Mr. D Math	1231	4/3/2020	5/3/2020	97	-	-	-	-	97
Murrieta Makos Swim Team	5	3/19/2020	3/19/2020	345	-	-	-	-	345
Murrieta Tennis Club	04062020	4/6/2020	5/6/2020	1,639	-	-	-	-	1,639
Music Centre	1717	4/9/2020	5/9/2020	188	-	-	-	-	188
Music Centre	1718	4/9/2020	5/9/2020	42	-	-	-	-	42
Music Centre	1719	4/9/2020	5/9/2020	188	-	-	-	-	188
Music Centre	1720	4/9/2020	5/9/2020	188	-	-	-	-	188
Music Centre	1721	4/9/2020	5/9/2020	188	-	-	-	-	188
Music Centre	1723	4/9/2020	5/9/2020	188	-	-	-	-	188
Music Centre	1725	4/9/2020	5/9/2020	188	-	-	-	-	188
My Learning Studio	IMVA1919	4/20/2020	5/20/2020	490	-	-	-	-	490
My Sewing Room	4-20-01	4/10/2020	5/10/2020	135	-	-	-	-	135
My Sewing Room	4-20-02C	4/10/2020	5/10/2020	115	-	-	-	-	115
My Sewing Room	4-20-03C	4/10/2020	5/10/2020	115	-	-	-	-	115
My Sewing Room	4-20-04	4/10/2020	5/10/2020	90	-	-	-	-	90
My Sewing Room	4-20-05C	4/10/2020	5/10/2020	110	-	-	-	-	110
My Sewing Room	4-20-06C	4/10/2020	5/10/2020	110	-	-	-	-	110
Nicole Thomas	2248	4/9/2020	5/9/2020	49	-	-	-	-	49
Nicole Thomas	2253	4/18/2020	5/18/2020	20	-	-	-	-	20
NJA Therapy Services, Inc	202003MVA	4/21/2020	5/21/2020	1,944	-	-	-	-	1,944
Noelle Catiller	13-MVA	4/17/2020	5/17/2020	256	-	-	-	-	256
Norris Performing Arts Center	34	4/6/2020	5/6/2020	3,000	-	-	-	-	3,000
Norris Performing Arts Center	35	4/6/2020	5/6/2020	3,000	-	-	-	-	3,000
Norris Performing Arts Center	36	4/6/2020	5/6/2020	3,000	-	-	-	-	3,000
Nuestra Escuelita Spanish Academy	0037	4/20/2020	5/20/2020	3,252	-	-	-	-	3,252

Mission Vista Academy**Accounts Payable Aging**

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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
Oak Meadow Inc.	100090	4/2/2020	5/2/2020	267	-	-	-	-	267
Oak Meadow Inc.	100168	4/3/2020	5/3/2020	175	-	-	-	-	175
On Pointe Dance Studio	237	4/4/2020	5/4/2020	180	-	-	-	-	180
On Pointe Dance Studio	238	4/22/2020	5/22/2020	95	-	-	-	-	95
On Pointe Dance Studio	239	4/22/2020	5/22/2020	95	-	-	-	-	95
On Pointe Dance Studio	240	4/22/2020	5/22/2020	95	-	-	-	-	95
On Pointe Dance Studio	241	4/22/2020	5/22/2020	95	-	-	-	-	95
On Pointe Dance Studio	242	4/22/2020	5/22/2020	80	-	-	-	-	80
On Stage Production Company	594	4/15/2020	5/15/2020	280	-	-	-	-	280
Outschool, Inc.	15452	4/6/2020	5/6/2020	40	-	-	-	-	40
Outschool, Inc.	15453	4/6/2020	5/6/2020	10	-	-	-	-	10
Outschool, Inc.	15454	4/6/2020	5/6/2020	145	-	-	-	-	145
Outschool, Inc.	15455	4/6/2020	5/6/2020	16	-	-	-	-	16
Outschool, Inc.	15456	4/6/2020	5/6/2020	13	-	-	-	-	13
Outschool, Inc.	15457	4/6/2020	5/6/2020	8	-	-	-	-	8
Outschool, Inc.	15458	4/6/2020	5/6/2020	45	-	-	-	-	45
Outschool, Inc.	15459	4/6/2020	5/6/2020	52	-	-	-	-	52
Outschool, Inc.	15460	4/6/2020	5/6/2020	25	-	-	-	-	25
Outschool, Inc.	15461	4/6/2020	5/6/2020	15	-	-	-	-	15
Outschool, Inc.	15462	4/6/2020	5/6/2020	150	-	-	-	-	150
Outschool, Inc.	15463	4/6/2020	5/6/2020	18	-	-	-	-	18
Outschool, Inc.	15464	4/6/2020	5/6/2020	175	-	-	-	-	175
Outschool, Inc.	15465	4/6/2020	5/6/2020	10	-	-	-	-	10
Outschool, Inc.	15466	4/6/2020	5/6/2020	8	-	-	-	-	8
Outschool, Inc.	15467	4/6/2020	5/6/2020	8	-	-	-	-	8
Outschool, Inc.	15468	4/6/2020	5/6/2020	25	-	-	-	-	25
Outschool, Inc.	15469	4/6/2020	5/6/2020	650	-	-	-	-	650
Outschool, Inc.	15470	4/6/2020	5/6/2020	90	-	-	-	-	90
Outschool, Inc.	15471	4/6/2020	5/6/2020	115	-	-	-	-	115
Outschool, Inc.	16027	4/13/2020	5/13/2020	20	-	-	-	-	20
Outschool, Inc.	16028	4/13/2020	5/13/2020	55	-	-	-	-	55
Outschool, Inc.	16029	4/13/2020	5/13/2020	7	-	-	-	-	7
Outschool, Inc.	16030	4/13/2020	5/13/2020	7	-	-	-	-	7
Outschool, Inc.	16031	4/13/2020	5/13/2020	90	-	-	-	-	90
Outschool, Inc.	16032	4/13/2020	5/13/2020	180	-	-	-	-	180

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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
Outschool, Inc.	16033	4/13/2020	5/13/2020	60	-	-	-	-	60
Outschool, Inc.	16034	4/13/2020	5/13/2020	120	-	-	-	-	120
Outschool, Inc.	16035	4/13/2020	5/13/2020	60	-	-	-	-	60
Outschool, Inc.	16036	4/13/2020	5/13/2020	12	-	-	-	-	12
Outschool, Inc.	16037	4/13/2020	5/13/2020	96	-	-	-	-	96
Outschool, Inc.	16038	4/13/2020	5/13/2020	8	-	-	-	-	8
Outschool, Inc.	16039	4/13/2020	5/13/2020	55	-	-	-	-	55
Outschool, Inc.	16040	4/13/2020	5/13/2020	50	-	-	-	-	50
Outschool, Inc.	16041	4/13/2020	5/13/2020	15	-	-	-	-	15
Outschool, Inc.	16042	4/13/2020	5/13/2020	80	-	-	-	-	80
Outschool, Inc.	16043	4/13/2020	5/13/2020	80	-	-	-	-	80
Outschool, Inc.	16044	4/13/2020	5/13/2020	12	-	-	-	-	12
Outschool, Inc.	16045	4/13/2020	5/13/2020	60	-	-	-	-	60
Outschool, Inc.	16046	4/13/2020	5/13/2020	12	-	-	-	-	12
Outschool, Inc.	16047	4/13/2020	5/13/2020	59	-	-	-	-	59
Outschool, Inc.	16048	4/13/2020	5/13/2020	68	-	-	-	-	68
Outschool, Inc.	16049	4/13/2020	5/13/2020	98	-	-	-	-	98
Outschool, Inc.	16050	4/13/2020	5/13/2020	40	-	-	-	-	40
Outschool, Inc.	16051	4/13/2020	5/13/2020	15	-	-	-	-	15
Outschool, Inc.	16052	4/13/2020	5/13/2020	50	-	-	-	-	50
Outschool, Inc.	16053	4/13/2020	5/13/2020	24	-	-	-	-	24
Outschool, Inc.	16054	4/13/2020	5/13/2020	8	-	-	-	-	8
Outschool, Inc.	16055	4/13/2020	5/13/2020	15	-	-	-	-	15
Outschool, Inc.	16056	4/13/2020	5/13/2020	8	-	-	-	-	8
Outschool, Inc.	16057	4/13/2020	5/13/2020	8	-	-	-	-	8
Outschool, Inc.	16058	4/13/2020	5/13/2020	48	-	-	-	-	48
Outschool, Inc.	16059	4/13/2020	5/13/2020	45	-	-	-	-	45
Outschool, Inc.	16060	4/13/2020	5/13/2020	80	-	-	-	-	80
Outschool, Inc.	16061	4/13/2020	5/13/2020	45	-	-	-	-	45
Outschool, Inc.	16062	4/13/2020	5/13/2020	10	-	-	-	-	10
Outschool, Inc.	16063	4/13/2020	5/13/2020	50	-	-	-	-	50
Outschool, Inc.	16603	4/20/2020	5/20/2020	25	-	-	-	-	25
Outschool, Inc.	16604	4/20/2020	5/20/2020	10	-	-	-	-	10
Outschool, Inc.	16605	4/20/2020	5/20/2020	107	-	-	-	-	107
Outschool, Inc.	16606	4/20/2020	5/20/2020	180	-	-	-	-	180

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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
Outschool, Inc.	16607	4/20/2020	5/20/2020	56	-	-	-	-	56
Outschool, Inc.	16608	4/20/2020	5/20/2020	34	-	-	-	-	34
Outschool, Inc.	16609	4/20/2020	5/20/2020	30	-	-	-	-	30
Outschool, Inc.	16610	4/20/2020	5/20/2020	90	-	-	-	-	90
Outschool, Inc.	16611	4/20/2020	5/20/2020	65	-	-	-	-	65
Outschool, Inc.	16612	4/20/2020	5/20/2020	65	-	-	-	-	65
Outschool, Inc.	16613	4/20/2020	5/20/2020	12	-	-	-	-	12
Outschool, Inc.	16614	4/20/2020	5/20/2020	18	-	-	-	-	18
Outschool, Inc.	16615	4/20/2020	5/20/2020	27	-	-	-	-	27
Outschool, Inc.	16616	4/20/2020	5/20/2020	10	-	-	-	-	10
Outschool, Inc.	16617	4/20/2020	5/20/2020	15	-	-	-	-	15
Outschool, Inc.	16618	4/20/2020	5/20/2020	30	-	-	-	-	30
Outschool, Inc.	16619	4/20/2020	5/20/2020	14	-	-	-	-	14
Outschool, Inc.	16620	4/20/2020	5/20/2020	14	-	-	-	-	14
Outschool, Inc.	16621	4/20/2020	5/20/2020	120	-	-	-	-	120
Outschool, Inc.	16622	4/20/2020	5/20/2020	19	-	-	-	-	19
Outschool, Inc.	16623	4/20/2020	5/20/2020	15	-	-	-	-	15
Outschool, Inc.	16624	4/20/2020	5/20/2020	15	-	-	-	-	15
Outschool, Inc.	16625	4/20/2020	5/20/2020	120	-	-	-	-	120
Outschool, Inc.	16626	4/20/2020	5/20/2020	160	-	-	-	-	160
Outschool, Inc.	16627	4/20/2020	5/20/2020	13	-	-	-	-	13
Outschool, Inc.	16628	4/20/2020	5/20/2020	12	-	-	-	-	12
Outschool, Inc.	16629	4/20/2020	5/20/2020	140	-	-	-	-	140
Outschool, Inc.	16630	4/20/2020	5/20/2020	10	-	-	-	-	10
Outschool, Inc.	16631	4/20/2020	5/20/2020	40	-	-	-	-	40
Outschool, Inc.	16632	4/20/2020	5/20/2020	160	-	-	-	-	160
Outschool, Inc.	16633	4/20/2020	5/20/2020	100	-	-	-	-	100
Outschool, Inc.	16634	4/20/2020	5/20/2020	200	-	-	-	-	200
Outschool, Inc.	16635	4/20/2020	5/20/2020	12	-	-	-	-	12
Outschool, Inc.	16636	4/20/2020	5/20/2020	10	-	-	-	-	10
Outschool, Inc.	16637	4/20/2020	5/20/2020	55	-	-	-	-	55
Outschool, Inc.	16638	4/20/2020	5/20/2020	200	-	-	-	-	200
Outside the Box Creation	1087	4/10/2020	5/10/2020	127	-	-	-	-	127
Outside the Box Creation	1088	4/13/2020	5/13/2020	127	-	-	-	-	127
Owlcrate Enterprises Inc	INV-0099	4/3/2020	5/3/2020	113	-	-	-	-	113

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Owlcrate Enterprises Inc	INV-0101	4/3/2020	5/3/2020	113	-	-	-	-	113
Owlcrate Enterprises Inc	INV-0105	4/3/2020	5/3/2020	113	-	-	-	-	113
Owlcrate Enterprises Inc	INV-0113	4/3/2020	5/3/2020	219	-	-	-	-	219
Owlcrate Enterprises Inc	INV-0116	4/3/2020	5/3/2020	113	-	-	-	-	113
Owlcrate Enterprises Inc	INV-0117	4/3/2020	5/3/2020	119	-	-	-	-	119
Painted Earth	1233	3/6/2020	4/5/2020	918	-	-	-	-	918
Paul Ciolek	100,018	4/22/2020	5/22/2020	600	-	-	-	-	600
Peace Hill Press, Inc. dba Well Trained I	52085	4/10/2020	5/10/2020	53	-	-	-	-	53
Peace Hill Press, Inc. dba Well Trained I	52110	4/20/2020	5/20/2020	30	-	-	-	-	30
Pearson Education Inc.	6001566091	4/6/2020	5/6/2020	(19)	-	-	-	-	(19)
Performing Arts Empire	202037	4/7/2020	5/7/2020	55	-	-	-	-	55
Performing Arts Empire	2020406	4/7/2020	5/7/2020	138	-	-	-	-	138
Performing Arts Empire	2020407	4/7/2020	5/7/2020	138	-	-	-	-	138
Performing Arts Empire	202041.3	4/7/2020	5/7/2020	14	-	-	-	-	14
Performing Arts Empire	202042.3	4/7/2020	5/7/2020	14	-	-	-	-	14
Performing Arts Empire	202045	4/7/2020	5/7/2020	177	-	-	-	-	177
Performing Arts Empire	202046	4/7/2020	5/7/2020	177	-	-	-	-	177
Performing Arts Empire	202047	4/7/2020	5/7/2020	177	-	-	-	-	177
Performing Arts Empire	2020504	4/7/2020	5/7/2020	55	-	-	-	-	55
Performing Arts Empire	202063	4/7/2020	5/7/2020	43	-	-	-	-	43
Performing Arts Empire	202064	4/7/2020	5/7/2020	43	-	-	-	-	43
Performing Arts Empire	202074	4/7/2020	5/7/2020	96	-	-	-	-	96
Performing Arts Empire	2020800	4/7/2020	5/7/2020	173	-	-	-	-	173
PowerKids Center	4Berry	4/9/2020	5/9/2020	790	-	-	-	-	790
PowerKids Center	Crase9	4/9/2020	5/9/2020	201	-	-	-	-	201
PowerKids Center	Hutchinson1	4/9/2020	5/9/2020	1,196	-	-	-	-	1,196
PowerKids Center	Wood8	4/16/2020	5/16/2020	244	-	-	-	-	244
Rainbow Resource Center	2861483	3/4/2020	5/3/2020	171	-	-	-	-	171
Rainbow Resource Center	2861487	3/4/2020	5/3/2020	110	-	-	-	-	110
Rainbow Resource Center	2862044	3/5/2020	5/4/2020	47	-	-	-	-	47
Rainbow Resource Center	2862045	3/5/2020	5/4/2020	89	-	-	-	-	89
Rainbow Resource Center	2862657	3/6/2020	5/5/2020	95	-	-	-	-	95
Rainbow Resource Center	2862659	3/6/2020	5/5/2020	94	-	-	-	-	94
Rainbow Resource Center	2862660	3/6/2020	5/5/2020	89	-	-	-	-	89
Rainbow Resource Center	2862664	3/6/2020	5/5/2020	137	-	-	-	-	137

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Rainbow Resource Center	2862972	3/6/2020	5/5/2020	31	-	-	-	-	31
Rainbow Resource Center	2863160	3/6/2020	5/5/2020	46	-	-	-	-	46
Rainbow Resource Center	2863327	3/9/2020	5/8/2020	160	-	-	-	-	160
Rainbow Resource Center	2863331	3/9/2020	5/8/2020	95	-	-	-	-	95
Rainbow Resource Center	2863332	3/9/2020	5/8/2020	55	-	-	-	-	55
Rainbow Resource Center	2863333	3/9/2020	5/8/2020	112	-	-	-	-	112
Rainbow Resource Center	2863334	3/9/2020	5/8/2020	55	-	-	-	-	55
Rainbow Resource Center	2863335	3/9/2020	5/8/2020	55	-	-	-	-	55
Rainbow Resource Center	2863547	3/9/2020	5/8/2020	92	-	-	-	-	92
Rainbow Resource Center	2863807	3/10/2020	5/9/2020	46	-	-	-	-	46
Rainbow Resource Center	2864377	3/10/2020	5/9/2020	57	-	-	-	-	57
Rainbow Resource Center	2864462	3/9/2020	5/8/2020	44	-	-	-	-	44
Rainbow Resource Center	2864465	3/10/2020	5/9/2020	35	-	-	-	-	35
Rainbow Resource Center	2864861	3/11/2020	5/10/2020	46	-	-	-	-	46
Rainbow Resource Center	2864863	3/11/2020	5/10/2020	235	-	-	-	-	235
Rainbow Resource Center	2864866	3/11/2020	5/10/2020	57	-	-	-	-	57
Rainbow Resource Center	2865257	3/11/2020	5/10/2020	144	-	-	-	-	144
Rainbow Resource Center	2865362	3/12/2020	5/11/2020	17	-	-	-	-	17
Rainbow Resource Center	2865451	3/12/2020	5/11/2020	62	-	-	-	-	62
Rainbow Resource Center	2865799	3/12/2020	5/11/2020	16	-	-	-	-	16
Rainbow Resource Center	2865871	3/13/2020	5/12/2020	66	-	-	-	-	66
Rainbow Resource Center	2865994	3/13/2020	5/12/2020	164	-	-	-	-	164
Rainbow Resource Center	2866060	3/13/2020	5/12/2020	521	-	-	-	-	521
Rainbow Resource Center	2866221	3/13/2020	5/12/2020	154	-	-	-	-	154
Rainbow Resource Center	2866398	3/13/2020	5/12/2020	188	-	-	-	-	188
Rainbow Resource Center	2866514	3/16/2020	5/15/2020	74	-	-	-	-	74
Rainbow Resource Center	2866515	3/16/2020	5/15/2020	45	-	-	-	-	45
Rainbow Resource Center	2866725	3/16/2020	5/15/2020	221	-	-	-	-	221
Rainbow Resource Center	2866771	3/16/2020	5/15/2020	486	-	-	-	-	486
Rainbow Resource Center	2867360	3/17/2020	5/16/2020	392	-	-	-	-	392
Rainbow Resource Center	2867464	3/17/2020	5/16/2020	165	-	-	-	-	165
Rainbow Resource Center	2867690	3/17/2020	5/16/2020	111	-	-	-	-	111
Rainbow Resource Center	2867693	3/17/2020	5/16/2020	27	-	-	-	-	27
Rainbow Resource Center	2867702	3/17/2020	5/16/2020	163	-	-	-	-	163
Rainbow Resource Center	2868705	3/18/2020	5/17/2020	69	-	-	-	-	69

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Rainbow Resource Center	2868706	3/18/2020	5/17/2020	66	-	-	-	-	66
Rainbow Resource Center	2868915	3/18/2020	5/17/2020	234	-	-	-	-	234
Rainbow Resource Center	2868916	3/18/2020	5/17/2020	100	-	-	-	-	100
Rainbow Resource Center	2868951	3/18/2020	5/17/2020	135	-	-	-	-	135
Rainbow Resource Center	2868953	3/18/2020	5/17/2020	407	-	-	-	-	407
Rainbow Resource Center	2868955	3/18/2020	5/17/2020	66	-	-	-	-	66
Rainbow Resource Center	2868956	3/18/2020	5/17/2020	141	-	-	-	-	141
Rainbow Resource Center	2869183	3/18/2020	5/17/2020	108	-	-	-	-	108
Rainbow Resource Center	2869191	3/18/2020	5/17/2020	458	-	-	-	-	458
Rainbow Resource Center	2869192	3/18/2020	5/17/2020	85	-	-	-	-	85
Rainbow Resource Center	2869194	3/18/2020	5/17/2020	351	-	-	-	-	351
Rainbow Resource Center	2869195	3/18/2020	5/17/2020	47	-	-	-	-	47
Rainbow Resource Center	2869273	3/18/2020	5/17/2020	212	-	-	-	-	212
Rainbow Resource Center	2869296	3/18/2020	5/17/2020	91	-	-	-	-	91
Rainbow Resource Center	2869527	3/19/2020	4/18/2020	182	-	-	-	-	182
Rainbow Resource Center	2869528	3/19/2020	4/18/2020	111	-	-	-	-	111
Rainbow Resource Center	2869752	3/19/2020	4/18/2020	55	-	-	-	-	55
Rainbow Resource Center	2869753	3/19/2020	4/18/2020	39	-	-	-	-	39
Rainbow Resource Center	2869840	3/19/2020	4/18/2020	242	-	-	-	-	242
Rainbow Resource Center	2870348	3/20/2020	5/19/2020	134	-	-	-	-	134
Rainbow Resource Center	2870775	3/20/2020	5/19/2020	89	-	-	-	-	89
Rainbow Resource Center	2870884	3/20/2020	5/19/2020	142	-	-	-	-	142
Rainbow Resource Center	2871040	3/20/2020	5/19/2020	242	-	-	-	-	242
Rainbow Resource Center	2871507	3/23/2020	5/22/2020	96	-	-	-	-	96
Rainbow Resource Center	2871512	3/23/2020	5/22/2020	57	-	-	-	-	57
Rainbow Resource Center	2872032	3/23/2020	5/22/2020	50	-	-	-	-	50
Rainbow Resource Center	2872033	3/23/2020	5/22/2020	164	-	-	-	-	164
Rainbow Resource Center	2873124	3/24/2020	5/23/2020	383	-	-	-	-	383
Rainbow Resource Center	2873133	3/24/2020	5/23/2020	202	-	-	-	-	202
Rainbow Resource Center	2873896	3/24/2020	5/23/2020	164	-	-	-	-	164
Rainbow Resource Center	2873899	3/24/2020	5/23/2020	159	-	-	-	-	159
Rainbow Resource Center	2873974	3/24/2020	5/23/2020	140	-	-	-	-	140
Rainbow Resource Center	2873991	3/24/2020	5/23/2020	116	-	-	-	-	116
Rainbow Resource Center	2875221	3/25/2020	5/24/2020	223	-	-	-	-	223
Rainbow Resource Center	2875223	3/25/2020	5/24/2020	48	-	-	-	-	48

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Rainbow Resource Center	2875225	3/25/2020	5/24/2020	116	-	-	-	-	116
Rainbow Resource Center	2875229	3/25/2020	5/24/2020	111	-	-	-	-	111
Rainbow Resource Center	2875441	3/25/2020	5/24/2020	148	-	-	-	-	148
Rainbow Resource Center	2875442	3/25/2020	5/24/2020	44	-	-	-	-	44
Rainbow Resource Center	2875449	3/25/2020	5/24/2020	64	-	-	-	-	64
Rainbow Resource Center	2875452	3/25/2020	5/24/2020	91	-	-	-	-	91
Rainbow Resource Center	2875454	3/25/2020	5/24/2020	76	-	-	-	-	76
Rainbow Resource Center	2875457	3/25/2020	5/24/2020	216	-	-	-	-	216
Rainbow Resource Center	2875458	3/25/2020	5/24/2020	76	-	-	-	-	76
Rainbow Resource Center	2875461	3/25/2020	5/24/2020	25	-	-	-	-	25
Rainbow Resource Center	2875463	3/25/2020	5/24/2020	337	-	-	-	-	337
Rainbow Resource Center	2876405	3/25/2020	5/24/2020	279	-	-	-	-	279
Rainbow Resource Center	2876624	3/26/2020	5/25/2020	53	-	-	-	-	53
Rainbow Resource Center	2876986	3/26/2020	5/25/2020	215	-	-	-	-	215
Rainbow Resource Center	2878275	3/27/2020	5/26/2020	178	-	-	-	-	178
Rainbow Resource Center	2885451	4/1/2020	5/31/2020	125	-	-	-	-	125
Rainbow Resource Center	2885542	4/1/2020	5/1/2020	123	-	-	-	-	123
Rainbow Resource Center	2885549	4/1/2020	5/31/2020	94	-	-	-	-	94
Rainbow Resource Center	2885559	4/1/2020	5/31/2020	50	-	-	-	-	50
Rainbow Resource Center	2885625	4/1/2020	5/31/2020	16	-	-	-	-	16
Rainbow Resource Center	2885636	4/1/2020	5/1/2020	248	-	-	-	-	248
Rainbow Resource Center	2899916	4/10/2020	5/10/2020	279	-	-	-	-	279
Rainbow Resource Center	2899924	4/10/2020	5/10/2020	98	-	-	-	-	98
Rainbow Resource Center	2899930	4/10/2020	5/10/2020	36	-	-	-	-	36
Rainbow Resource Center	2899942	4/10/2020	5/10/2020	74	-	-	-	-	74
Rainbow Resource Center	2905951	4/16/2020	5/16/2020	426	-	-	-	-	426
Rainbow Resource Center	2907542	4/17/2020	5/17/2020	364	-	-	-	-	364
Redlands Art Association	RAA 04222020-2	4/22/2020	5/22/2020	85	-	-	-	-	85
Redlands Gymnastics Club	04022020MVA	4/2/2020	5/2/2020	578	-	-	-	-	578
Regina Phillips	3003	4/20/2020	5/20/2020	270	-	-	-	-	270
Reshma Solbach	5027	4/14/2020	5/14/2020	1,950	-	-	-	-	1,950
Riverside Art Museum	4836	3/19/2020	4/18/2020	810	-	-	-	-	810
Riverside Scuba Locker	25	3/19/2020	4/18/2020	895	-	-	-	-	895
Rockstars of Tomorrow Riverside	2142	4/15/2020	5/15/2020	145	-	-	-	-	145
Rockstars of Tomorrow Riverside	2159	4/15/2020	5/15/2020	145	-	-	-	-	145

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Rockstars of Tomorrow Riverside	2162	4/15/2020	5/15/2020	135	-	-	-	-	135
Roxana Segna	Simpson-4	4/16/2020	5/16/2020	1,055	-	-	-	-	1,055
Sally Piano Music	42020	4/23/2020	5/23/2020	507	-	-	-	-	507
SC Krav Maga, Inc.	2036	4/8/2020	5/22/2020	400	-	-	-	-	400
SC Krav Maga, Inc.	2037	4/8/2020	5/22/2020	322	-	-	-	-	322
SC Krav Maga, Inc.	2038	4/8/2020	5/22/2020	322	-	-	-	-	322
SC Krav Maga, Inc.	2039	4/8/2020	5/22/2020	400	-	-	-	-	400
SC Krav Maga, Inc.	2042	4/8/2020	5/22/2020	278	-	-	-	-	278
SC Krav Maga, Inc.	2043	4/8/2020	5/22/2020	198	-	-	-	-	198
SCEGA Gymnastics	1138	4/20/2020	5/20/2020	85	-	-	-	-	85
SCEGA Gymnastics	SALAIZ042020	4/6/2020	5/6/2020	168	-	-	-	-	168
School of Rock Temecula	46498_4-5	4/23/2020	5/23/2020	544	-	-	-	-	544
School of Rock Temecula	46498_SSI	4/3/2020	5/3/2020	907	-	-	-	-	907
SenseAbilities	ICS0320	4/16/2020	5/16/2020	2,390	-	-	-	-	2,390
Singapore Math, Inc.	351866	3/17/2020	4/16/2020	104	-	-	-	-	104
Sofia Dinan	2020-159441	4/15/2020	5/15/2020	475	-	-	-	-	475
Sofia Dinan	2020-159445	4/15/2020	5/15/2020	475	-	-	-	-	475
Sound Smart Speech Therapy	SSST0320C	4/1/2020	5/1/2020	180	-	-	-	-	180
Steffanie Swenson	8	2/28/2020	3/29/2020	506	-	-	-	-	506
Storybook Binds	0000086	4/14/2020	5/14/2020	114	-	-	-	-	114
Storybook Binds	0000087	4/14/2020	5/14/2020	163	-	-	-	-	163
Storybook Binds	0000088	4/14/2020	5/14/2020	163	-	-	-	-	163
Storybook Binds	0000092	4/14/2020	5/14/2020	163	-	-	-	-	163
Studies Weekly	299442	3/13/2020	4/10/2020	33	-	-	-	-	33
Studies Weekly	299455	3/13/2020	4/10/2020	98	-	-	-	-	98
Studies Weekly	321086	4/8/2020	5/7/2020	33	-	-	-	-	33
Studies Weekly	321100	4/8/2020	5/7/2020	33	-	-	-	-	33
Studies Weekly	321309	4/8/2020	5/8/2020	32	-	-	-	-	32
Study.com LLC	7468	4/2/2020	5/2/2020	597	-	-	-	-	597
Sue Poole	POOL040120	4/1/2020	5/1/2020	51	-	-	-	-	51
Susie Q Ranch	April-17-2020	4/17/2020	5/17/2020	270	-	-	-	-	270
Swim to Shore	2120	2/1/2020	3/2/2020	2,826	-	-	-	-	2,826
Swim to Shore	4320	4/3/2020	5/3/2020	1,187	-	-	-	-	1,187
Teacher Synergy, LLC	116424720	4/13/2020	5/4/2020	16	-	-	-	-	16
Teacher Synergy, LLC	116436245	4/13/2020	5/4/2020	69	-	-	-	-	69

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Teacher Synergy, LLC	116505444	4/14/2020	5/5/2020	82	-	-	-	-	82
Teacher Synergy, LLC	116629653	4/15/2020	5/6/2020	36	-	-	-	-	36
Teacher Synergy, LLC	116630360	4/15/2020	5/6/2020	22	-	-	-	-	22
Teacher Synergy, LLC	116632029	4/15/2020	5/6/2020	14	-	-	-	-	14
Teacher Synergy, LLC	116673730	4/16/2020	5/7/2020	5	-	-	-	-	5
Teacher Synergy, LLC	116674910	4/16/2020	5/7/2020	19	-	-	-	-	19
Teacher Synergy, LLC	116916224	4/20/2020	5/11/2020	9	-	-	-	-	9
Teacher Synergy, LLC	116924724	4/20/2020	5/11/2020	60	-	-	-	-	60
Teacher Synergy, LLC	116936358	4/20/2020	5/11/2020	12	-	-	-	-	12
Teaching Textbooks	27429	4/3/2020	5/3/2020	43	-	-	-	-	43
Teaching Textbooks	27434	4/3/2020	5/3/2020	55	-	-	-	-	55
Teaching Textbooks	27443	4/7/2020	5/7/2020	67	-	-	-	-	67
Teaching Textbooks	27452	4/7/2020	5/7/2020	43	-	-	-	-	43
Teaching Textbooks	27457	4/7/2020	5/7/2020	43	-	-	-	-	43
Teaching Textbooks	27495	4/8/2020	5/8/2020	52	-	-	-	-	52
Teaching Textbooks	27505	4/8/2020	5/8/2020	55	-	-	-	-	55
Teaching Textbooks	27513	4/9/2020	5/9/2020	161	-	-	-	-	161
Teaching Textbooks	27527	4/9/2020	5/9/2020	55	-	-	-	-	55
Teaching Textbooks	27532	4/9/2020	5/9/2020	55	-	-	-	-	55
Teaching Textbooks	27547	4/14/2020	5/14/2020	43	-	-	-	-	43
Teaching Textbooks	27595	4/17/2020	5/17/2020	196	-	-	-	-	196
Teaching Textbooks	27596	4/17/2020	5/17/2020	196	-	-	-	-	196
Temecula Conservatory of Music	1423	3/19/2020	4/18/2020	507	-	-	-	-	507
Temecula Conservatory of Music	1424	3/19/2020	4/18/2020	507	-	-	-	-	507
Temecula Conservatory of Music	1425	3/19/2020	4/18/2020	538	-	-	-	-	538
Temecula Conservatory of Music	1426	4/7/2020	5/7/2020	209	-	-	-	-	209
Temecula Conservatory of Music	1427	4/7/2020	5/7/2020	538	-	-	-	-	538
Temecula Conservatory of Music	1428	4/7/2020	5/7/2020	538	-	-	-	-	538
Temecula Tutor	MAR 2020 - MVA	4/6/2020	5/6/2020	1,270	-	-	-	-	1,270
Temecula Valley In-Line Hockey Associat	ICS-APR2020A	4/18/2020	5/18/2020	350	-	-	-	-	350
Temecula Valley In-Line Hockey Associat	ICS-APR2020	4/17/2020	5/17/2020	569	-	-	-	-	569
Temecula Valley Music for Young Childr	5 - MVA	4/17/2020	5/17/2020	1,056	-	-	-	-	1,056
Temecula Valley Therapy Services	32	4/2/2020	5/2/2020	675	-	-	-	-	675
Temecula Valley Therapy Services	33	4/2/2020	5/2/2020	2,400	-	-	-	-	2,400
Terri Shok	APRIL2020	4/17/2020	5/17/2020	225	-	-	-	-	225

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Terry Tsang Optometry	2040	4/7/2020	5/7/2020	125	-	-	-	-	125
Terry Tsang Optometry	2523	4/7/2020	5/7/2020	125	-	-	-	-	125
The Critical Thinking Co.	139878A	4/9/2020	5/9/2020	42	-	-	-	-	42

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The Lampo Group, LLC	8299177	4/3/2020	5/3/2020	20	-	-	-	-	20
The Music School	9592	4/21/2020	5/21/2020	216	-	-	-	-	216
The Music School	9594	4/21/2020	5/21/2020	144	-	-	-	-	144
Thrive Pediatrics	36173	4/7/2020	5/7/2020	110	-	-	-	-	110
Thrive Pediatrics	36174	4/7/2020	5/7/2020	55	-	-	-	-	55
Thrive Pediatrics	36176	4/7/2020	5/7/2020	220	-	-	-	-	220
Thrive Pediatrics	36177	4/7/2020	5/7/2020	220	-	-	-	-	220
Time4Learning.com	T4L11118	3/27/2020	5/26/2020	60	-	-	-	-	60
Touch-it Productions	1025	4/2/2020	5/2/2020	210	-	-	-	-	210
Tracy Flint	S2020MVA2	4/12/2020	5/12/2020	1,375	-	-	-	-	1,375
Trigger Memory Co. LLC.	2381	4/15/2020	5/15/2020	78	-	-	-	-	78
TSVS	00024	4/16/2020	5/16/2020	140	-	-	-	-	140
University of Redlands	7	4/9/2020	5/9/2020	242	-	-	-	-	242
University of Redlands	8	4/10/2020	5/10/2020	286	-	-	-	-	286
Veronica Gutierrez	5017	4/14/2020	5/14/2020	260	-	-	-	-	260
Vickey Boone	2020-086598	4/9/2020	5/9/2020	240	-	-	-	-	240
Vickey Boone	2020-141712	4/9/2020	5/9/2020	120	-	-	-	-	120
Victoria Gramm	3201	4/15/2020	5/15/2020	879	-	-	-	-	879
Well Trained Mind Academy	273	12/9/2019	7/31/2020	324	-	-	-	-	324
West Coast Krav Maga	4873	4/13/2020	5/13/2020	77	-	-	-	-	77
West Coast Krav Maga	4874	4/13/2020	5/13/2020	175	-	-	-	-	175
West Coast Krav Maga	4875	4/13/2020	5/13/2020	175	-	-	-	-	175
West Coast Krav Maga - Wildomar	4867	3/18/2020	4/17/2020	531	-	-	-	-	531
West Coast Krav Maga - Wildomar	4872	4/9/2020	5/9/2020	99	-	-	-	-	99
West Coast Krav Maga Murrieta	4877	4/17/2020	5/17/2020	150	-	-	-	-	150
West Coast Krav Maga Murrieta	4878	4/17/2020	5/17/2020	429	-	-	-	-	429
West Coast Krav Maga Murrieta	4879	4/17/2020	5/17/2020	477	-	-	-	-	477
West Coast Krav Maga Temecula	4858	3/14/2020	4/13/2020	585	-	-	-	-	585
West Coast Krav Maga Temecula	4863	3/18/2020	4/17/2020	447	-	-	-	-	447
West Coast Krav Maga Temecula	4876	4/17/2020	5/17/2020	159	-	-	-	-	159
Whitney Dickinson	09101121	4/9/2020	5/9/2020	897	-	-	-	-	897
Whole Child Therapy Inc.	2018-409	4/18/2020	5/18/2020	825	-	-	-	-	825
WM Music Lessons	012MVA	4/3/2020	5/3/2020	1,982	-	-	-	-	1,982
WM Music Lessons	013MVA	4/21/2020	5/21/2020	2,031	-	-	-	-	2,031
Zaner-Bloser, Inc.	10241775	3/19/2020	4/18/2020	31	-	-	-	-	31

Mission Vista Academy

Accounts Payable Aging

For the period ended April 30, 2020

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
Total Outstanding Payables in April				<u>\$ 218,455</u>	<u>\$ 400</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 80,519</u>	<u>\$ 299,374</u>

COVID-19 Operations Written Report

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Mission Vista Academy	Amy Davis, Senior Director	amyd@missionvistaacademy.org (951) 456-1981	Insert Date of Adoption

Descriptions provided should include sufficient detail yet be sufficiently succinct to promote a broader understanding of the changes your LEA has put in place. LEAs are strongly encouraged to provide descriptions that do not exceed 300 words.

Provide an overview explaining the changes to program offerings that the LEA has made in response to school closures to address the COVID-19 emergency and the major impacts of the closures on students and families.

As a non-classroom-based independent study work charter school, we provide homeschooling families with a variety of curriculum delivery options, including online instruction courses led by credentialed teachers, offline courses, and virtual courses that employ built-in accommodations, teacher support, performance tasks, and progress monitoring. Families select the combination of systems that best suit student learning needs and interests. We ensure students are engaged in appropriate educational activities on instructional days, assess the time value of independent work, and the quality of contemporaneous work samples. As we have done before our extended closure, we discuss with each family the curriculum delivery options available during the COVID19 shelter in place restrictions. Below are the three distance learning options offered to families during our extended COVID19 closure:

1) Teacher-Directed Instructional Model

- Teacher and families select materials (e.g., digital links, digitized materials, district-adopted textbooks)
- Students engage through recorded (asynchronous) and live sessions (synchronous) using digital platforms such as Zoom
- Teacher prioritizes learning goals, determines full or partial online equivalent, or needed adjustments
- Teacher communicates with students and families through phone or other agreed-upon digital platforms

2) Online Instructional Model

- Instruction provided through district-licensed online content resources (e.g., Edgenuity)
- Students engage through menu-driven activities allowing for self-pacing, monitoring of student learning
- Credentialed teacher communicates with students and families through district-licensed online content resources, phone, or other agreed-upon digital platforms

3) Blended Instructional Model

- Teacher and families select materials (e.g., digital links, digitized materials, district-adopted textbooks)
- Students engage through a combination of recorded/live sessions using a digital platform such as Zoom, and through district-licensed online content resources (e.g., Edgenuity)
- Teacher enhances district-licensed online content resources (e.g., Edgenuity) by prioritizes learning goals, determines full or partial

online equivalent, or needed adjustments

- Teacher communicates with students and families through phone or other digital platforms selected by the teacher

Provide a description of how the LEA is meeting the needs of its English learners, foster youth, and low-income students.

We realize the COVID19 crises adversely affects all students, particularly those who are considered most vulnerable. To mitigate these effects, we have:

- Proactively communicating the availability of community services and resources, including meals and childcare for students
- Added social-emotional learning (See next section) to our curriculum,
- Prioritized fewer learning goals, identified course sequence changes, implemented an appropriate grading policy, and
- Administered surveys to help identify new needs

Approximately 38% of our students live in low-income households, and approximately 2% are homeless or are in foster care. Our non-classroom-based independent study platform includes access to the technology needed to participate in a distance learning environment effectively, including high-speed internet access. From a technology access perspective, the transition to our shelter in place learning options was relatively smooth. However, as mentioned, we nonetheless administered surveys to help identify new needs.

We communicated our extended closure learning plan to families of our English learners (approximately 2%) in a language they understand to ensure meaningfully and equally participation. Our virtual curriculum options facilitate embedded ELD instructional support, including built-in accommodations, parent portals, instructional videos, hands-on activities, performance tasks, and progress monitoring. Consequently, most of our ELs can maintain English language development (ELD) supports during our extended closure. We incorporate integrated ELD in subject matter courses and provide online designated ELD classes administered by an appropriately credentialed and trained teacher.

Nearly 6% of our students qualify for an individualized education plan (IEP). We will continue to monitor IEP goals and related services and support families and students via telephone or virtual meetings.

Provide a description of the steps that have been taken by the LEA to continue delivering high-quality distance learning opportunities.

Our COVID19 learning loss mitigation plan is composed of four components:

- 1) Identification of learning needs- Through surveys and discussions, we solicited shelter in place specific needs, including access to broadband internet service and other technology. We specifically solicited feedback from our English learner, and exceptional learning needs staff and families.
- 2) Establish a communication plan- We informed stakeholders of our plan through a variety of mediums, including email, social media, website, telephone calls, and text messages. For families of our ELs, we made a concerted effort to communicate our plan in a language most accessible to them.
- 3) Identification of learning outcomes- Given the context, we prioritized learning goals, identified course sequence changes, implemented an appropriate grading policy, and identified professional learning needs. Staff learning focused on the identification and use of specific resources to support students to continue their distance-learning format.

4) Addressing social-emotional needs- We added social-emotional learning (SEL) to our curriculum. We focused on maintaining regular communications to facilitate a sense of connection and support. As an example, staff recently created a video conveying how much we missed students and sent it to each family. We also provided online learning to staff and families explaining the signs and symptoms of trauma, including changes in behavior, unexplained pain, irritation, or depression. Trauma response strategies include listening attentively, modeling behavior, teaching the effects of stress, and providing a sense of protection. For example, our teachers often model problem-solving and flexibility in the face of new daily schedules. We offer regular 10-15 minute check-in meetings and office hours via telephone or internet to gauge the current social-emotional state of students.

Provide a description of the steps that have been taken by the LEA to provide school meals while maintaining social distancing practices.

As a non-classroom-based independent study work charter school, we do not have facilities to serve congregate meals, including cafeterias. Consequently, we do not provide congregate meals to students through the Summer Food Service Program (SFSP) or the National School Lunch Program Seamless Summer Option (SSO), including non-congregate meals during our COVID-19 closure. However, we help families find needed resources within the community.

Provide a description of the steps that have been taken by the LEA to arrange for the supervision of students during ordinary school hours.

We are a non-classroom-based independent study work charter school wherein parents provide a majority of student supervision during ordinary school hours. We work closely with families in the education of their children/teens. To ensure each student is engaged in appropriate educational activities on instructional days, we assess the time value of independent work and the quality of contemporaneous work samples. Beginning on March 20, 2020, we stopped recording regular attendance on approved COVID-19 school closure days for apportionment purposes. However, we began proactively reaching out to families and students to support and track participation and engagement in distance learning. Staff communicates with the parents and students via email, social media, phone, online meeting platforms, and texting. We used translation applications such as TripLingo to translate texts as needed. As mentioned, we initiated a technology needs survey to ascertain what students and families are need of technological devices to participate in our office hours.

Additionally, we began offering COVID-19 specific check-in meetings and office hours to discuss and address COVID-19 related feelings and trauma with our students. For parents who are essential workers and need childcare, we provided a list of external resources, including the new California childcare website. Similarly, we communicated the availability of community resources, including food and childcare to families with children with particular disabilities or special health care needs, and to those who or are homeless or in foster care.

Inspire District Office
1151 W. 5th Street
Azusa, CA 91702 US
mariac@inspireschools.org

INVOICE

BILL TO

Mission Vista Academy
43517 Ridge Park Drive #100
Temecula, CA 92590 USA

INVOICE # 1884

DATE 04/20/2020

DUE DATE 05/20/2020

TERMS Net 30

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Medical Benefits	Medical Benefits - May 2020			125,594.13
	Vision Benefits	Vision Benefits -May 2020			1,130.52
	Dental Benefits	Dental Benefits - May 2020			6,825.10
	Life Insurance	Life Insurance - May 2020			723.33
	HSA	HSA - May 2020			541.45

BALANCE DUE

\$134,814.53

Inspire District Office
1151 W. 5th Street
Azusa, CA 91702 US
mariac@inspireschools.org

INVOICE

BILL TO

Mission Vista Academy
43517 Ridge Park Drive #100
Temecula, CA 92590 USA

INVOICE # 1912

DATE 04/30/2020

DUE DATE 05/30/2020

TERMS Net 30

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Medical Benefits	Medical Benefits - June 2020			125,594.13
	Vision Benefits	Vision Benefits - June 2020			1,130.52
	Dental Benefits	Dental Benefits - June 2020			6,825.10
	Life Insurance	Life Insurance - June 2020			725.33
	HSA	HSA - June 2020			541.45

BALANCE DUE

\$134,816.53

Inspire District Office

INVOICE

1740 E. Huntington Drive #205
Duarte, CA 91010
Phone (626)317-0112 Fax (626)470-9713

DATE: June 1, 2020
INVOICE # INSPMVA-112
FOR: *Monthly Operational
& Instructional Fee*

Bill To:

Mission Vista Adademy
1740 E. Huntington Drive #205
Duarte, CA 91010

DESCRIPTION	AMOUNT
Instructional Fee - 06/2020	\$ 309,857.00
Operational Fee - 06/2020	\$ 47,152.00
TOTAL	\$ 357,009.00

Make all checks payable to Inspire District Office
If you have any questions concerning this invoice, please contact Accounts Payable at
accountspayable@inspireschools.org

THANK YOU FOR YOUR BUSINESS!

ATTACHMENT A
DESCRIPTION OF PROVENANCE SERVICES

1. Legal and Compliance Updates, Corporate Filings, and Consulting

- A. Compliance Support
- B. Development
- C. Orientation
- D. Meeting Support
 - a. Scheduling
 - b. Compilation and Creation of the Board Packets and Agendas
 - c. Posting of Agendas
- E. New Member Recruitment Support
- F. Governance and Board Training
- G. Policies (Draft development, annual review, etc.)

2. Assistance with Audits and other Investigations

3. Group Rate for Medical Benefits / Benetrac

- A. BeneTrac Site Maintenance
- B. Open Enrollment
- C. Manage group rates

4. Access to the Enrichment Ordering System (EOS) and all related systems

- A. EOS
- B. FTE System
- C. Curriculum Ordering System (COS)
- D. Lending Library System
- E. Vendor Portal
- F. Online Subscription Package (OSP) System

5. EOS Services

- A. EOS Maintenance

- B. Uploading of Student and Staff Data
- C. Planning Amount Drop Programming & Coordination
- D. All new development and updates to the system
- E. Supporting Documentation

6. OSP Groups Licensing and Group Enrollment

- A. OSP system maintenance
- B. Maintain Single Sign-On through clever with the various subscriptions.
(Subscriptions to vary year to year based on school input and availability)
- C. Negotiate bulk pricing
- D. Coordinate bulk purchases and subscriptions

7. Curriculum Order fulfillment

- A. Manage standardized curriculum options
 - a. Manage Curriculum Ordering System (COS)
 - b. Load student accounts for Inspire managed curriculum
 - c. Provide information, support, and load all curriculum
 - d. Manage deduction of annual or multi-year planning amounts
- B. Provide curriculum information and training for Homeschool Teacher Handbook
- C. Maintain the curriculum support site with updated tutorials for school staff

8. Work with Charter Impact on Shared Employee Cost

- A. Based on weekly hourly data reports provided by Charter Impact maintain a monthly spreadsheet that identifies cost distribution for each shared employee

9. Google Suite - Website - HST Handbook

- A. Google Suite
 - a. Domain management
 - b. Email management
- B. Maintain School Website
 - a. Design, launch, and maintain all websites
 - b. Coordinate with the web development team on daily website edits
 - c. Facilitate photoshoots to procure images for websites
- C. Provide Template for HST Handbook

10. Enrollment – School Pathways – CALPADS – Records – School Accountability & Compliance

A. Enrollment

- a. Live Registration Support
 - i. Regional Phone Hotline
 - ii. Email
 - iii. SMS
 - iv. Remote Assistance
 - v. Supported Languages (Spanish, Russian, Chinese, Japanese)
- b. Registration System (Reg-Online) Administration
 - i. Configuration and Update
 - ii. Student Registration
 - 1. New
 - 2. Returning
 - 3. Sibling
 - iii. Household Account Management
- c. Student Information System (SIS) Administration
 - i. Data Entry
 - ii. Post-Import Revisions
 - iii. Internal Audits
 - iv. Custom Tags
- d. Enrollment Reporting and Analysis
 - i. Trend Analysis & Projections
 - ii. Provide Enrollment Strategies and Support
- e. Lottery System Management and Implementation

B. School Pathways

- a. Align student data collection with CALPADS
- b. Programming of Student Information System
- c. Liaison between Student Information System and Schools
- d. Maintenance of School Pathways
- e. Collaborates on State and Federal Reporting
 - i. Fall I, II, and EOY CALPADS Reporting
 - ii. Civil Rights Data Collection Report

- iii. CBEDS Report
- f. Manage attendance data requests and reports
- g. Upon request, review and recommend updates to School's attendance policies
- h. Monitors, maintains, and updates the school's data within CALPADS
- i. Create staff accounts
- j. Update and maintain accurate data for staff
 - i. Credentials
 - ii. SEID number
 - iii. Classification
 - iv. Personnel Information
 - v. Job Title
 - vi. Employment date
- k. Work with staff to provide necessary access to data in Pathways related to job duties
- l. Maintain accurate FTE counts for all staff
- m. Process changes to Proof of Residence in Pathways
- n. Report Immunizations
- o. Facilitate student transfers between schools
- p. Maintain course catalogs

C. Records

- a. New Enrollments
 - i. Request student CUMEs from previous schools
 - ii. House and maintain all student records (CUMEs)
 - iii. Store SPED records
 - iv. Work with Registrars from other schools/districts to ensure overlapping enrollments are satisfactorily resolved
- b. Withdrawals
 - i. Maintain and update Withdrawal Survey
 - ii. Process CUME requests and send student records to new schools
 - iii. Collaborate with School Accountability & Compliance to ensure proper documentation is being received from teacher/family upon withdrawal

- iv. Confirm and verify in writing which school the withdrawing student will be attending
- v. Follow up with a School letter when unable to verify new school
- vi. Call all withdrawing families and perform a short Exit Survey
- vii. Follow up with Private Schools that are not listed on CALPADS
- c. High School Support
 - i. Fill out, sign, and return High School Work Permit Applications
 - ii. Maintain and update Transcript Request Survey
 - iii. Provide official/unofficial transcripts to families
 - iv. Request transcripts from previous schools
 - v. Check-in high school and college transcripts from previous schools
 - vi. Process high school Concurrent Enrollments (CCE's) that require transcript attachment
 - vii. Fill out, sign, and return Military Security Clearance Forms
 - viii. Print and mail High School Diplomas and official transcripts to families upon graduation
 - ix. Archive and house graduated senior CUMEs
- d. Student/Teacher Services
 - i. Fill out, sign, and return Entertainment Work Permit Applications
 - ii. Provide Enrollment Verification letters to families
 - iii. Provide Withdrawal Verification letters to families
 - iv. In collaboration with teachers, SPED case managers, and counselors - Fill out, sign, and return DSS, SS, DCFS, CWS teacher and administrative questionnaires
 - v. Provide copies of student CUME's to parents
 - vi. Process and mail 5th and 8th grade Promotion Certificates to families
- e. Miscellaneous
 - i. File ELL, RFEP identification letters into student CUME's
 - ii. Process legal name changes and upload appropriate legal paperwork to student's dashboard


- iii. Ensure CalPads information is up to date and accurate for each student. Work with CALPADS Team to ensure dual enrollments are resolved in an accurate and timely manner.
- iv. Archive and maintain Legal Documents including restraining orders and custody arrangements.
- v. End of year CUME cleanup - forward all withdrawn student CUME's that have not been requested to schools listed on CALPADS
- vi. Provide student information/student records to law offices, law enforcement agencies, and probation departments as requested

D. School Accountability & Compliance

- a. State Compliance Documents
 - i. Verifies & Audits Independent Study Agreement
 - ii. Verifies & Audits Attendance Logs
 - iii. Verifies & Audits Work Samples
 - iv. Verifies & Audits Household Data Collection Forms (HDCF)
 - v. Performs Internal Audit
 - vi. Prepares all documents for Annual Audit Guide including:
 - 1. CALPADS 1.18 and 1.17
 - 2. Student Selections: Master Agreement, Attendance, Work Samples
 - 3. Special Programs documentation (HDCF & EL)
- b. State Attendance Reports
 - i. Prepares all state reports: Review, analyze, and clarify data with teachers
 - 1. 20-day Report
 - 2. P1
 - 3. P2
 - 4. EOY
 - 5. Estimated Attendance Reports
- c. Student Information System Support to Homeschool Teachers
 - i. Parent Portal
 - ii. Troubleshoot Student Information System (SIS)
 - iii. Update demographics in SIS

- iv. Provide Attendance Codes, Printing, Archiving
 - v. Provide resources to support teachers with work sample, printing, archiving
 - vi. Provide resources to support in generating report card
 - vii. Add TK8 Classes to teachers
 - viii. Presentations on compliance documents via PowerPoint, video, or in person
 - ix. Provide Weekly Updates
- d. Live Support to Homeschool Teachers
 - i. Individualized Support
 - ii. SAA Email Group
 - iii. SAA Phoneline
 - iv. Virtual Conference

Attachment B

Mark	Class	Goods/Services	Reg. No.	Reg. Date
	41	Educational services in the nature of charter schools	5467904	May 15, 2018
INSPIRE CHARTER SCHOOLS	41	Educational services in the nature of charter schools	5467903	May 15, 2018
INSPIRATION STATION	41	Providing a website featuring blogs and non-downloadable publications in the nature of articles in the field of homeschooling and education	5545765	Aug. 21, 2018



Law office of
Jennifer McQuarrie

P: 805.252.1080
F: 888.900.3407
mcquarrielaw@gmail.com

May 11, 2020

VIA E-MAIL

Ms. Amy Davis
Mission Vista Academy
1440 Beaumont Avenue, Ste. A2 #412
Beaumont, CA 92223

Dear Amy:

Thank you for reaching out to me to provide a new engagement letter for Mission Vista Academy ("Mission Vista"). This letter will confirm the terms under which Mission Vista will engage me.

Billing and Rates.

My fees for legal services are \$220.00 per hour, plus any expenses that may be incurred, such as filing fees, copying costs, postage, courier service charges and related expenses. In the event that Mission Vista is a party to litigation, these expenses could also include deposition fees, expert fees, and other costs related to litigation. In some instances, third party vendor bills may be forwarded to Mission Vista for payment directly.

I will bill Mission Vista approximately monthly depending upon the amount of work that was done on Mission Vista's file during that period. If you ever have a question about my bill, please contact me to discuss it. Monthly statements are due upon receipt. Finance charges will be applied to amounts over 30 days past due.

I will charge actual reimbursement for any necessary travel expenses, such as airfare, mileage, hotels if required, and other expenses if I travel at Mission Vista's request. The actual time I spend traveling will be charged at \$150.00 per hour.

Mission Vista and I may agree upon a fixed price for certain projects, which will be agreed upon in advance of any work performed on such projects. In addition, I reserve the right to raise my hourly rate, with prior written notice to Mission Vista.

Retainer.

At this point, I do not anticipate requiring a retainer prior to services being rendered. But, a retainer may be required in the future.

If a retainer is later required, I will provide Mission Vista with a monthly statement of fees, costs and expenses. After I email Mission Vista the statement, I will apply the funds of the retainer to the fees

Ms. Amy Davis

May 11, 2020

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earned, costs and expenses incurred. Mission Vista are also responsible for paying fees, costs and expenses in excess of the funds that I hold. Should my fees exceed the retainer, I may bill Mission Vista monthly for additional fees and expenses.

Any unused portion of any retainer will be returned to Mission Vista promptly upon completion of my services.

Conflicts of Interest.

I will not, without appropriate consent, represent any party if there is a conflict of interest with any of my other clients. In order to avoid conflicts of interest, I search my records to determine whether I represent any opposing parties. Please inform me at once of any additional persons or entities who may be involved in any matter I am handling.

Confirmation of Agreement.

I may send Mission Vista documents, correspondence and other information during my representation. These copies will be for Mission Vista's files. I will attempt to send most documents electronically. I will keep a copy of the information in my office as well. It is important that I have the current electronic email address and phone number for purposes of timely communication. It is also important that Mission Vista cooperate with me during any time that I am providing services to Mission Vista.

Please confirm Mission Vista's agreement to the terms of this letter by signing a copy of the authorization on the next page and send a copy back to me via email or facsimile. I will endeavor to represent Mission Vista promptly and efficiently, and I hope for a mutually satisfactory relationship.

Very truly yours,

/Jennifer McQuarrie/

Jennifer L. McQuarrie

Ms. Amy Davis

May 11, 2020

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I, Amy Davis am authorized to enter into this engagement agreement on behalf of Mission Vista Academy and understand and agree to the terms of the representation as outlined in this letter.

By: Amy Davis

Date: _____



2020-2021 Staff Calendar

July 2020						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
August 2020						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
September 2020						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
October 2020						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
November 2020						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
December 2020						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Staff Professional Development	
Aug 3-4	Professional Development
Sep-May	Meetings



School Year Dates	
Aug 3	Teachers Return Back to Work
Aug 17	School Begins
Jan 8	Last Day of 1st Semester
May 28	Last Day of School
School Calendar: 08/17-05/28	

Teacher Work Days	
191 Days	Aug - Jun
5 Days	Jul
196 Days	Total Teacher Work Days


Instructional Days	
88 Days	Semester 1
87 Days	Semester 2
175 Days	Total Instructional Day s


Holidays	
Jul 03 - July 04	Independence Break
Sep 07	Labor Day
Nov 11	Veterans Day
Nov 23 - 27	Thanksgiving Break
Dec 21 - Jan 01	Winter Break
Jan 18	Martin Luther King Day
Feb 15	Washington's Birthday
Feb 16	Lincoln's Birthday
Feb 17-19	School Recess
Apr 2	Teacher In-service
Apr 16-23	Spring Break
May 31	Memorial Day


School Accountability	
Every LP	Attendance Logs
Every LP	Student Conference
Twice a Semester	Work Samples
LP 1, 3, 5, 7	Upload Work Samples

January 2021						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
February 2021						
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Assessment Windows	
Feb-Mar	PFT Testing
Mar-May	CAASPP Testing

 School Closed

 Teacher In-service

 First & Last Day of School

2020-2021 Staff Calendar

July 2020						
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Staff Professional Development	
Aug 3-4	Professional Development
Sep-May	Meetings



School Year Dates	
Aug 3	Teachers Return Back to Work
Aug 17	School Begins
Jan 8	Last Day of 1st Semester
May 28	Last Day of School
School Calendar: 08/17-05/28	

HQT Work Days	
191 Days	Aug - Jun
191 Days	Total Work Days

Instructional Days	
88 Days	Semester 1
87 Days	Semester 2
175 Days	Total Instructional Day s

Holidays	
Jul 03 - July 04	Independence Break
Sep 07	Labor Day
Nov 11	Veterans Day
Nov 23 - 27	Thanksgiving Break
Dec 21 - Jan 01	Winter Break
Jan 18	Martin Luther King Day
Feb 15	Washington's Birthday
Feb 16	Lincoln's Birthday
Feb 17-19	School Recess
Apr 2	Teacher In-service
Apr 16-23	Spring Break
May 31	Memorial Day

School Accountability	
Every LP	Attendance Logs
Every LP	Student Conference
Twice a Semester	Work Samples
LP 1, 3, 5, 7	Upload Work Samples

January 2021						
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Assessment Windows	
Feb-Mar	PFT Testing
Mar-May	CAASPP Testing

School Closed

Teacher In-service

First & Last Day of School

2020-2021 Staff Calendar

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5 Days	Jul
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175 Days	Total Instructional Day s

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Feb-Mar	PFT Testing
Mar-May	CAASPP Testing

School Closed

Teacher In-service

First & Last Day of School



Suicide Prevention Policy

Mission Vista Academy is committed protecting the health and well-being of all Mission Vista Academy students, including vulnerable youth populations, by having procedures in place to prevent, assess the risk of, intervene in, and respond to suicide and self-harming behavior. Vulnerable youth populations include LGBTQ (lesbian, gay, bisexual, transgender, questioning) youth, youth living with mental and/or substance use disorders, youth who engage in self-harm or have attempted suicide, youth in out-of-home settings, youth experiencing homelessness, American Indian/Alaska Native youth or youth that identify with other racial minority groups, youth bereaved by suicide and youth living with medical conditions and disabilities.

California *Education Code (EC)* Section 215, as added by Assembly Bill 2246, (Chapter 642, Statutes of 2016) mandates that the Governing Board of any local educational agency (LEA) that serves pupils in grades seven to twelve, inclusive, adopt a policy on pupil suicide prevention, intervention, and postvention. The policy shall specifically address the needs of high-risk groups, including suicide awareness and prevention training for teachers, and ensure that a school employee acts within the authorization and scope of the employee's credential or license.

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

1. Explain the Purpose for The Suicide Prevention Policy
 2. Identify Parental Involvement in Suicide Prevention
 3. Outline Key Terms and Definitions of Suicide Prevention
 4. Identify Risk Factors and Protective Factors
 5. Outline the Warning Signs of Suicide
 6. Outline How to Respond to the Warning Signs of Suicide
 7. Explain Suicide Discussion/Communication for Parents and Children.
 8. Outline the Process for Assessment and Referral
 9. Outline the Process for Implementing the Policy
 10. Provide Resources for Parents, Students, and Staff Members on Suicide Prevention
- 1. Purpose:** Mission Vista Academy recognizes that:
- a) physical, behavioral, and emotional health is an integral component of a student's educational outcome,
 - b) further recognizes that suicide is a leading cause of death among young people,

c) the has an ethical responsibility to take a proactive approach in preventing deaths by suicide, and

d) acknowledges the school's role in providing an environment which is sensitive to individual and societal factors that place youth at greater risk for suicide and one which helps to foster positive youth development.

In recognition of the need to protect the health, safety and welfare of its students, to promote healthy development, to safeguard against the threat or attempt of suicide among school aged youth, and to address barriers to learning, Mission Vista Academy hereby adopts a policy, which corresponds with and supports other federal, state and local efforts to provide youth with prevention education, early identification and intervention, and access to all local resources to promote health and prevent personal harm or injury.

With the intention of creating a safe and nurturing educational entity that minimizes suicidal ideation in students, we also recognize our duty to protect the health, safety, and welfare of our students, and aim to safeguard students and staff against suicide attempts, deaths and other trauma associated with suicide. These safeguards include ensuring adequate supports for students, staff, and families affected by suicide attempts and loss. Because the emotional wellness of students greatly impacts learning, motivation, and educational success, the current policy shall be paired with other policies that support the emotional and behavioral wellness of students. Our policy is based on research and best practices in suicide prevention, and has been adopted with the understanding that suicide prevention activities decrease suicide risk, increase help-seeking behavior, identify those at risk of suicide, and decrease suicidal behaviors. Empirical evidence refutes a common belief that talking about suicide can increase risk or "place the idea in someone's mind."

In an attempt to reduce suicidal behavior and its impact on students and families, the school has developed strategies for suicide prevention, intervention, and postvention, and the identification of the mental health challenges frequently associated with suicidal thinking and behavior. These strategies shall include professional development for parents/guardians, caregivers, students, and school personnel who regularly interact with students or serve in a position to recognize the risk factors and warning signs of suicide.

- 2. Parental/Guardian Involvement:** Parents and guardians play a key role in youth emotional and behavioral health, including suicide prevention. This policy is meant to be used as a tool for parents/guardians to be informed and actively involved in decisions regarding a child's welfare. Parents/guardians who learn the warning signs and risk factors for suicide are better equipped to connect with professional help when necessary. The school encourages and advises parents/guardians to take every statement regarding suicide or personal harm seriously and avoid assuming that a child is simply seeking attention.

Parents and guardians can also contribute to factors and conditions that reduce vulnerability to suicidal and self-harming behavior, for vulnerable youth populations. Feeling accepted by parents or guardians is a critical protective factor for vulnerable youth populations. As educators, Mission Vista Academy faculty and staff can help protect vulnerable youth populations by ensuring that parents and guardians have adequate resources regarding family acceptance and the essential role it plays in students' behavioral and emotional health.

3. Student Participation and Education: Mission Vista Academy along with its partners has carefully reviewed available student curricula to ensure it promotes the mental health model of suicide prevention and does not encourage the use of the stress model to explain suicide. Under the supervision of school-employed mental health professionals, and following consultation with county and community mental health agencies, students shall:

- Receive developmentally appropriate, student-centered education about the warning signs of mental health challenges and emotional distress;
- Receive developmentally appropriate guidance regarding the School's suicide prevention, intervention, and referral procedures.
- The content of the education shall include:
 - Coping strategies for dealing with stress and trauma;
 - How to recognize behaviors (warning signs) and life issues (risk factors) associated with suicide and mental health issues in oneself and others;
 - Emphasis on reducing the stigma associated with mental illness and the fact that early prevention and intervention can drastically reduce the risk of suicide.

Student-focused suicide prevention education can be incorporated into classroom curricula (e.g., health classes, freshman orientation classes, science, and physical education). This could include SafeTALK training and E suicide TALK that is suicide alertness for students, teachers, all staff, and parents.

Mission Vista Academy will support the creation and implementation of programs and/or activities on campus that raise awareness about mental wellness and suicide prevent (e.g., Mental Health Awareness Weeks, Peer Counseling Programs, Freshman Success Programs).

3.4. Key Terms and Definitions:

- ***At Risk*** A student who is defined as high risk for suicide is one who has made a suicide attempt, has the intent to die by suicide, or has displayed a significant change in behavior suggesting the onset or deterioration of a mental health condition. The student may have thought about suicide including potential means of death and may have a plan. In addition, the student may exhibit feelings of isolation, hopelessness, helplessness, and the inability to tolerate any more pain. This situation would necessitate a referral, as documented in the following procedures.
- ***Crisis Team*** A multidisciplinary team of primarily administrative, mental health, safety professionals, and support staff whose primary focus is to address crisis preparedness, intervention/response, and recovery. These professionals have been specifically trained in crisis preparedness through recovery and take the leadership role in developing crisis plans, ensuring school staff can effectively execute various crisis protocols, and may provide mental health services for effective crisis interventions and recovery supports.
- ***Mental Health*** A state of mental and emotional being that can impact choices and actions that affect wellness. Mental health problems include mental and substance use disorders.

- **Postvention** Suicide postvention is a crisis intervention strategy designed to reduce the risk of suicide and suicide contagion, provide the support needed to help survivors cope with a suicide death, address the social stigma associated with suicide, and disseminate factual information after the suicide death of a member of the school community.
- **Risk Assessment** An evaluation of a student^[SEP] who may be at risk for suicide, conducted by the appropriate school staff (e.g., school psychologist or school counselor). This assessment is designed to elicit information regarding the student's intent to die by suicide, previous history of suicide attempts, presence of a suicide plan and its level of lethality and availability, presence of support systems, and level of hopelessness and helplessness, mental status, and other relevant risk factors.
- **Risk Factors for Suicide** Characteristics or conditions that increase the chance that a person may try to take his or her life. Suicide risk tends to be highest when someone has several risk factors at the same time. Risk factors may encompass biological, psychological, and or social factors in the individual, family, and environment.
- **Self-Harm** Behavior that is self-directed and deliberately results in injury or the potential for injury to oneself. Can be categorized as either non-suicidal or suicidal. Although self-harm often lacks suicidal intent, youth who engage in self-harm are more likely to attempt suicide.
- **Suicide** Death caused by self-directed injurious behavior with any intent to die as a result of the behavior. Note: The coroner's or medical examiner's office must first confirm that the death was a suicide before any school official may state this as the cause of death.
- **Suicide Attempt** A self-injurious behavior for which there is evidence that the person had at least some intent to kill himself or herself. A suicide attempt may result in death, injuries, or no injuries. A mixture of ambivalent feelings such as wish to die and desire to live is a common experience with most suicide attempts. Therefore, ambivalence is not a sign of a less serious or less dangerous suicide attempt.
- **Suicidal Behavior** Suicide attempts, intentional injury to self-associated with at least some level of intent, developing a plan or strategy for suicide, gathering the means for a suicide plan, or any other overt action or thought indicating intent to end one's life.
- **Suicide Contagion** The process by which suicidal behavior or a suicide influences an increase in the suicidal behaviors of others. Guilt, identification, and modeling are each thought to play a role in contagion. Although rare, suicide contagion can result in a cluster of suicides.
- **Suicidal Ideation** Thinking about, considering, or planning for self-injurious behavior which may result in death. A desire to be dead without a plan or intent to end one's life is still considered suicidal ideation and should be taken seriously.

4.5. Risk Factors and Protective Factors:

Risk Factors are characteristics or conditions that increase the chance that a person may try to take her or his life or participate in self-harming behaviors. These risks tend to be highest when someone has several risk factors at the same time.

The most frequently cited risk factors for suicide are:

1. Major depression (feeling down in a way that impacts your daily life) or bipolar disorder (severe mood swings)
2. Problems with alcohol or drugs
3. Unusual thoughts and behavior or confusion about reality
4. Personality traits that create a pattern of intense, unstable relationships or trouble with the law
5. Impulsivity and aggression, especially along with a mental disorder
6. Previous suicide attempt or family history of a suicide attempt or mental disorder
7. Serious medical condition and /or pain

It is important to bear in mind that the large majority of people with mental disorders or other suicide risk factors do not engage in suicidal behavior.

Protective Factors are characteristics or conditions that may help to decrease a person's risk of suicide or self-harming behaviors. While these factors do not eliminate the possibility of suicide, especially in someone with risk factors, they may help to reduce that risk. Protective factors for suicide have not been studied as thoroughly as risk factors, so less is known about them.

The most frequently cited protective factors of suicide include:

1. Receiving effective mental health care
2. Positive connections to family, peers, community, and social institutions such as marriage and religion that foster resilience
3. The skills and ability to solve problems

It is important for school districts to be aware of student populations that are at elevated risk of suicidal or self-harming behavior based on various factors:

1. Youth living with mental and/or substance use disorders. While the large majority of people with mental disorders do not engage in suicidal behavior, people with mental disorders account for more than 90 percent of deaths by suicide. Mental disorders, in particular depression or bipolar (manic-depressive) disorder, alcohol or substance abuse, schizophrenia and other psychotic disorders, borderline personality disorder, conduct disorders, and anxiety disorders are important risk factors for suicidal behavior among your people. The majority of people suffering from these mental disorders are not engaged in treatment, therefore school staff may play a pivotal role in recognizing and referring the student to treatment that may reduce risk.
2. Youth who engage in self-harm or have attempted suicide. Suicide risk among those who engage in self-harm is significantly higher than the general population. Whether or not they report suicidal intent, people who engage in self-harm are at elevated risk for dying by suicide within 10 years. Additionally, a previous suicide attempt is a known predictor of suicide death. Many adolescents who have attempted suicide do not receive necessary follow up care.
3. Youth in out-of-home settings. Youth involved in the juvenile justice or child welfare systems have a high prevalence of many risk factors of suicide. Young people involved in the juvenile justice system die by suicide at a rate about four times greater than the rate among youth in the general population. Though comprehensive suicide data on youth in foster care does not exist, one research found that youth in foster care were

- more than twice as likely to have considered suicide and almost four times more likely to have attempted suicide than their peers not in foster care.
4. Youth experiencing homelessness. For youth experiencing homelessness, rates of suicide attempts are higher than those of the adolescent population in general. These young people also have higher rates of mood disorders, conduct disorders, and post-traumatic stress disorder.
 5. American Indian/Alaska Native youth. In 2009, the rate of suicide among American Indian / Alaska Native youth ages 15-19 was more than twice that of the general youth population. Risk factors that can affect this group include substance use, discrimination, lack of access to mental health care, and historical trauma.
 6. LGBTQ (lesbian, gay, bisexual, transgender, or questioning) youth. The CDC finds that LGBTQ youth are four times more likely, and questioning youth are three times more likely, to attempt suicide as their straight peers. The American Association of Suicidology reports that nearly half of young transgender people have seriously considered taking their lives and one quarter report having made suicide attempt. Suicidal behavior among LGBTQ youth can be related to experiences of discrimination, family rejections, harassment, bullying, violence and victimization. For those youth with baseline risk for suicide (especially those with a mental disorder), these experiences can place them at increased risk. It is these societal factors, in concert with other individual factors such as mental health history, and not the fact of being LGBTQ that will elevate the risk of suicidal behavior for LGBTQ youth.
 7. Youth bereaved by suicide. Studies show that those who have experience suicide loss, through the death of a friend or loved one, are at increased risk for suicide themselves.
 8. Youth living with medical conditions and disabilities. A number of physical conditions are associated with an elevated risk for suicidal behavior. Some of the conditions include chronic pain, loss of mobility, disfigurement, cognitive styles that make problem-solving a challenge, and other chronic limitations. Adolescents with asthma are more likely to report suicidal ideation and behavior than those without asthma. Additionally, studies show that suicide rates are significantly higher among people with certain types of disabilities, such as those with multiple sclerosis or spinal cord injuries.
 9. Youth that are victims of bullying.

5.6. Warning Signs of Suicide: It is vital to suicide prevention that individuals are equipped to recognize the warning signs of someone who is seriously contemplating suicide. Behaviors that may mean a person is at *immediate* risk for suicide and thus prompt you to take action right away include:

- Talking about wanting to die or to kill one's self
- Looking for a way to kill one's self, such as a new or sudden interest in buying a gun
- Talking about feeling hopeless or like there's no point in living or carrying on
- Unusual or unexpected visits or calls to family and friends to say "goodbye" as if they will not be seen again
- Sudden efforts to get one's affairs in order, e.g., making a will out of the blue or giving away prized possessions
- A sudden sense of calm and happiness; though this might sound contradictory, if an extremely depressed person suddenly seems calm or happy, this can mean the person has made a decision to commit suicide. *Do not assume a person expressing a desire to die is joking.* Ask if they are serious. And make sure to follow up. Someone might say they are only joking when in fact the "joke" is motivated by a sincere desire to die.

Suicide is not a joking matter; do not treat it as such. Less immediate, but still concerning, warning signs of suicidal ideation include:

- Feeling anxious or agitated
- Sudden reckless behavior
- Significant changes in sleep behavior (hardly sleeping, sleeping too much)
- Withdrawing or isolating from others
- Talking about feeling trapped
- Talking about pain feeling unbearable
- Talking about being a burden to others
- Increased use/abuse of alcohol or drugs
- Extreme mood swings

The above behaviors do not necessarily indicate suicidal ideation in and of themselves. However, when combined with other factors (like a recent, painful loss or public moment of humiliation), they should take on a new sense of urgency to intervene with help.

6.7. Responding to the Warning Signs: The most important thing you can do is ***take the person seriously***. Do not judge them; do not make them feel bad; do not make a joke about it even if it makes you feel uncomfortable. Above all, do not assume the person is only seeking attention. That is not your judgment to make and you making it could be a life-threatening mistake. Be there, support them, and take immediate action. That immediate action should include, at the very minimum, the following:

- Talk to the person. Let them know you care about them.
- Listen without judging. This means you need to set aside whatever religious or theological beliefs you have about suicide in the abstract. This moment is about helping the human being in front of you who needs support.
- Try not to act/appear shocked. The person is already in distress; an overwhelming display of emotions on your part could only further distress them and make them feel they should not talk to you.
- Ask the person directly, “Are you thinking of ending your life?” or “Are you considering killing yourself?” Though it might make *you* uncomfortable, remember these four concrete questions: Suicidal? Method? Have what you need to follow through with plan? When?

The more information you know, the better you can help the suicidal person as well as the professionals that need to get involved. Also, asking these questions can help you determine how significant the risk. The more developed the person’s suicidal plan, the higher the risk. For example, if the person has a method and a time in mind, the risk is extremely high.

- If the person says, “No,” continue to be with the person and give support and stay in touch for the next few days, repeating the above process.
- If the person says, “Yes,” and has a plan and access to lethal means, do not leave the person alone. Get a professional involved. ***Immediately contact a local mental health professional, law enforcement, a local hospital emergency department, and/or the National Suicide Prevention Lifeline (1–800–273-8255).***
- Provide any relevant information you may have about the person to those who are managing the crisis.
- Keep in contact with the person after the crisis and provide ongoing care and support.
- Draw on other leaders and volunteers in your home and school community to provide support

- If a person ever asks you to keep their suicidal feelings or thoughts secret, refuse. The most loving response to someone feeling suicidal is getting them the help they need. A life is at risk. *If the risk of chronic/not immediate:* ^[L]_[SEP] Sometimes people may display warning signs of suicide or *feel* suicidal but not have any plans to actually commit suicide. Their risk may be low, but their suicidal feelings or thoughts are still causing significant distress in their lives. Even though their risk of actually attempting suicide is low, you should still reach out and do your best to support them. Here are some ways you can do so:
- Ask them directly about their feelings and thoughts. You'd be surprised how willing some people are to talk about their suicidal urges. It might even be a relief for them to have someone to talk to about those urges. The Help Guide gives the following suggestions for starting such a conversation:
 - Help Guide, "Suicide Prevention: How to Help Someone who is Suicidal," <http://www.helpguide.org/articles/suicide-prevention/suicide-prevention-helping-someone-who-is-suicidal>
 - *Ways to start a conversation about suicide:* I have been feeling concerned about you lately. Recently, I have noticed some differences in you and wondered how you are doing. I wanted to check in with you because you haven't seemed yourself lately.
 - *Questions you can ask:* When did you begin feeling like this? Did something happen that made you start feeling this way? How can I best support you right now? Have you thought about getting help?
 - *What you can say that helps:* You are not alone in this. I'm here for you. You may not believe it now, but the way you're feeling will change. I may not be able to understand exactly how you feel, but I care about you and want to help. When you want to give up, tell yourself you will hold off for just one more day, hour, minute—whatever you can manage.

Educate yourself about suicide. Study more about suicide, its causes, and how to show love to someone who struggles with it.

Do not talk about suicidal people as if they are "crazy" or "insane." Use words that will not make them feel like isolating themselves even more. Most suicidal people are not clinically psychotic. They might be grief-stricken or depressed, but do not make them feel like they should be locked up in an asylum.

Help the person find professional assistance. Offer to help them find a counselor or therapist; offer to help fill out forms for applying to your county or state's mental health care system. Encourage positive lifestyle changes, such as exercising more. Start small: for example, invite the person to going for a walk or hiking with you on the weekend.

Help the person make a safety plan. Help the person develop a set of concrete and specific-steps they promise to follow if they feel particularly suicidal. The plan should include things they promise to avoid (alcohol, drugs, etc.) and things they promise to do instead (call you, call another friend or therapist, etc.).

If necessary, have the person temporarily give you anything that they could use to commit suicide, such as unneeded, extra medications, razors, knives, etc.

Continue to stay in touch and support the person over the long-term. Repeat the above steps as needed.

7.8. For Parents- Suicide Discussion/Communication: Talking to your Children: *Here are some suggestions to help you with introducing the subject:*

- **Be courageous:** There is no shame in admitting that suicide is a scary issue. As parents, you probably want to protect your kids from all sorts of scary things. But you also have an obligation to teach them how to face reality and equip them to deal with all the scary things reality can bring. Here's the truth: your kids are going to learn about suicide one way or another. ~~So would you rather that they learn about it from the media or a friend who suddenly kills himself, or would you rather that you have the opportunity to educate them in advance? So face those fears and dive right in.~~ This sensitive information should be discussed with children by a parent and/or mental health professional (when warranted) and not by peers who may provide incorrect information.
- **Pick a time where you can have an uninterrupted conversation:** Start the conversation when you have the best chance of having your child's attention. A car ride, for example, ensures that your child will have fewer distractions than at home with the TV on. While you want to make sure your child gives you their attention, also make sure they don't feel trapped. Remember: if talking about suicide makes *you* uncomfortable, it can also make your child feel uncomfortable. So make sure you not only have their attention, but that you do so in an environment that feels non-threatening and open.
- **Plan in advance:** Think about what you want to say and make sure you have the right information to talk to your child accurately and helpfully about suicide. Make notes or plan a script if you want.
- **Tailor the conversation to your child's age:** When talking about suicide (or any big, serious topic, for that matter), make sure that you keep the conversation at a level that is appropriate for that child's developmental level. For younger children, your descriptions can be shorter and simpler. For older children, give longer and more detailed answers. Additionally, older children will likely have many questions. If you don't know the answer to a question, don't be afraid to say that. You can make it into a learning experience and research the answer with your child together. That's much better than inaccurate or misleading information.
- **Explain suicide in a way that dispels common myths:** Let your children know not only the facts about suicide, but also what depression is and how it can make people feel suicide is their only escape. Let them know that suicide is never a necessity and that there is always hope. Let them know that they are not bad if they feel sad or upset and that it's ok to tell you if they do feel this way. Make sure they feel safe in your home and that they do not have to pretend to always be happy. Let them know you will not judge them if they are feeling down and that you love them no matter how happy or sad they are.
- **Encourage them to talk to trusted adults:** Let your kids know that they can talk to you if they are feeling depressed or suicidal. Or let them know that if they ever feel uncomfortable talking to you about depression or suicide, that they can always talk to another trusted family member or adult in your community. The important thing is that they do not hold their feelings inside until they become so unbearable they feel like they are going to explode.

- **Let your child speak:** Ask your child what *they* think about the topic. Just be direct, e.g., “Have you thought about suicide? What do you think about it? Do your friends think about it? Do you know who you can talk to if you’re feeling these feelings?”
- **Listen to your child:** If you ask your child what they think, make sure to be silent and give them the space to talk. If they say something that is inaccurate or that worries you, definitely be honest but do not interrupt them. Wait until they are done, affirm that you heard what they said and appreciate that they shared their thoughts with you, and *then* address whatever issues you feel need to be corrected.
- **Seeking Assistance:** There are differing situations where your child’s distress may become apparent. Your child may reveal their suicidal thoughts to you, a friend, or a trusted adult. Whoever becomes aware of your child’s distress, including you, must immediately seek assistance. In seeking assistance, your child’s safety is the first consideration. The child should **never** be left alone during this crisis. If your child has a physician or therapist, call to alert them of the situation.

For the Child/ Student: School can be an exciting time, filled with new experiences, but at times you might feel as though it is more of a struggle. This information is meant to help you as you work through a tough time.

Life can be stressful. Between the friend drama, packed schedules, classes, clubs, relationships, sports, jobs, parental expectations, figuring out who you are, uncertainty over things, and not getting enough sleep, life can occasionally get you down and feel overwhelming. That is normal.

What is not normal is struggling through each day, feeling like things will only get worse. Maybe you feel like you have lost control, that nothing matters, or that you are alone. These feelings may indicate a condition that requires professional help, such as depression, anxiety or other mental health conditions.

Not everyone experiences mental health conditions in the same way, but **everyone struggling with their mental health deserves help**. Depression is among the most common conditions experienced. It is a complex medical illness that significantly interferes with an individual’s ability to function, enjoy life, and feel like themselves.

A number of factors may contribute to a person becoming depressed; genetic predisposition and stressful life events can certainly play a role, but sometimes depression can occur without an obvious cause. This means that **anyone can become depressed**, even those who seemingly have every reason to be happy.

Depression commonly affects your thoughts, your emotions, your behaviors, and your overall physical health. Experiencing any one of these symptoms on its own does not constitute depression; a diagnosis of depression requires several of these symptoms to occur for at least two weeks. Here are some of the most common symptoms that point to the presence of depression:

- **Feelings:**
 - Sadness
 - Hopelessness
 - Guilt
 - Moodiness

- Angry outbursts
- Loss of interest in friends, family, and favorite activities
- **Thoughts:**
 - Trouble concentrating
 - Difficulty making decisions
 - Trouble remembering
 - Thoughts of harming oneself
 - Delusions and/or hallucinations can also occur in cases of severe depression
- **Behaviors:**
 - Withdrawing from people
 - Substance abuse including the use of nicotine.
 - Missing work, school, or other commitments
 - Attempts to harm oneself (e.g., cutting)
- **Physical/Somatic Problems:**
 - Tiredness or lack of energy, change in appearance, not taking care of self
 - Unexplained aches and pains
 - Changes in appetite
 - Weight loss or gain
 - Changes in sleep – sleeping too little or too much

If you are experiencing symptoms of depression, it is important to **talk to a trusted adult** (parent, teacher, counselor, coach, or clergy) or doctor so that you can get the help you need. **Depression does not go away on its own, but with the appropriate help it can be treated.** Studies show that more than 80% of people with depression can feel better with talk therapy (counseling) and/or medication. Maybe you have noticed that your friend has not been acting like themselves lately and you are worried about whether or not they are really “fine” after all. If you think a friend may be depressed, show them you care by reaching out. Give yourself time to talk in a private, comfortable place. Honestly share what you have noticed (changes in behavior, things they have said or done) and ask them how they are feeling. Let them know that you are asking them because you care, because you want them to feel better, and because there is help. Let them know that there is hope and help available, and support them to get the help they need. If you don’t feel comfortable asking your friend, share your concerns with a trusted adult who can. Talking about mental health can be difficult, but reaching out and getting help for depression is one of the most courageous, important things you can do for yourself or for a friend. **It might even save a life.**

- Resources at home or outside school:
 - Talk to a parent or older relative
 - Call your pediatrician or physician
 - Talk to a trusted adult, teacher, or guidance counselor
 - National Suicide Prevention Lifeline: 800-273-8255 and <https://suicidepreventionlifeline.org/chat/>
 - If someone is in immediate danger, **call 911.** *Getting help does not mean that you have failed, it demonstrates courage, hope, and means you’ve allowed others to show they care.*

8.9. Assessment and Referral: When a student is identified by a staff person as potentially suicidal, e.g., verbalizes about suicide, presents overt risk factors such as agitation or intoxication, the act of self-harm occurs, or a student self-refers, the student will be seen by a school employed mental health professional within the same school day to assess risk and facilitate referral. If there is no mental health professional available, a school nurse or administrator will fill this role until a mental health professional can be brought in.

- School staff will continuously supervise the student to ensure their safety.
- The designated mental health and suicide prevention coordinator (s) will be made aware of the situation as soon as reasonably possible.
- The mental health professional/coordinator will contact the student's parent or guardian, and will assist the family with urgent referral. When appropriate, this may include calling emergency services or bringing the student to the local hospital emergency department, but in most cases will involve setting up an outpatient mental health or primary care appointment and communicating the reason for referral to the healthcare provider.
- Staff will ask the student's parent or guardian for written permission to discuss the student's health with outside care, if appropriate.
- Once the family is contacted, they should be provided guidance by the crisis coordinator or school psychologist.

Protecting the health and well-being of all students is of utmost importance. A suicide prevention policy serves to assist and protect all students through the following steps:

- Students should be made aware of and informed about recognizing and responding to warning signs of suicide in peers and friends, using coping skills, using support systems, and seeking help for themselves and friends.
- Mission Vista Academy will designate a suicide prevention coordinator to serve as a point of contact for students in crisis and to refer students to appropriate resources.
- When a student is identified as being at risk, they will be assessed by a school employed mental health professional who will work with the parents, staff, and student, and help connect them to appropriate local resources.
- Students will have access to national resources which they can contact for additional support.
- All students will be expected to help create a school culture of respect and support in which students feel comfortable seeking help for themselves or friends. Students are encouraged to tell an adult (e.g., teacher, parent) if they, or someone they know, is feeling suicidal or in need of help.
- Students should also know that because of the life or death nature of these matters, confidentiality or privacy concerns are secondary to seeking help for students in crisis.

- If the student is in imminent danger (has access to a gun, is on a rooftop, or in other unsafe conditions), a call shall be made to 911.
- A referral process should be prominently disseminated to all staff members with access to students, so they know how to respond to a crisis and are knowledgeable about the school and community-based resources.
- The Executive Director shall establish crisis intervention procedures to ensure student safety and appropriate communications if a suicide occurs or an attempt is made by a student or adult on campus or at a school-sponsored activity.
- The referral process shall be prominently disseminated to all parents/guardians/caregivers so they know how to respond to a crises and are knowledgeable about the school and community-based resources.

Coping Skills/Healthy Behaviors: These are positive actions and behaviors that a student engages in to help them through their struggles on a daily basis. Some coping strategies include activities that students can do in order to regulate his/her emotions; ask the student for input, and teach him/her additional strategies if necessary. Strategies may include: *slow breathing, yoga, play basketball, draw, write in journal, take a break from school activities to drink water, listen to music.*

Places I Feel Safe: These are places that the student feels most comfortable. It should be a safe, healthy, and generally supportive environment. This can be a physical location, an imaginary happy place, or in the presence of safe people. Help students identify a physical and/or emotional state of being. Places may include: *my being with my friends, youth group at church, imagining I am on a beach watching the waves.*

School Support: Any school staff member or administrator can check in with a student regularly (regardless of whether or not the student seeks out help). Notify student's teacher(s) and request monitoring and supervision of the student (keeping in mind not to share confidential information).

Adult Support: It is important that a student also feel connected with healthy adults at home or in their community. The student should trust these adults and feel comfortable asking for help during a crisis. Identify how student will communicate with these individuals and include a phone number. Some adults may include: *family (e.g., grandparent, aunt, uncle, adult sister); clergy (e.g. youth pastor); or neighbor.*

9.10. Prevention: School Policy Implementation: A suicide prevention coordinator shall be designated by Mission Vista Academy Administration. This may be an existing staff person, such as a School Counselor or School Psychologist. The suicide prevention coordinator will be responsible for planning and coordinating implementation of suicide prevention for the school.

The school suicide prevention coordinator will act as a point of contact in the school for issues relating to suicide prevention and policy implementation. All staff members shall report

students they believe to be at elevated risk for suicide to the school mental health/suicide prevention coordinator.

Providing a safe, positive, and welcoming school climate; and ensuring that students have trusting relationships with adults serves as the foundation for effective suicide prevention efforts. Bullying and suicide-related behaviors have a number of shared risk factors including mental health challenges (e.g., depression, hopelessness, and substance use/abuse). Youth who report frequently bullying others and those who report being frequently bullied are at increased risk for suicidal thoughts and behavior. Bully-victims (those who report both bullying others and being bullied) are at the highest risk for suicidal thoughts and behaviors. Keep in mind the relationship between bullying and suicide is more complex and less direct than it might appear. While bullying may be a precipitating event, there are often many other contributing factors, including underlying mental illness.

Prevention efforts should also address non-suicidal self-injury (NSSI or "cutting"). While the behavior is typically not associated with suicidal thinking, it is a red flag that someone is distressed and does increase the risk for suicidal thinking and behaviors. It is important that school staff learn to recognize the signs of NSSI, including cuts, burns, scratches, scabs, and scrapes, especially those that are recurrent and if explanations for the injuries are not credible. Suicide risk assessment should always be a part of intervention with the student who displays NSSI.

Staff Professional Development: All staff will receive annual professional development on risk factors, warning signs, protective factors, response procedures, referrals, postvention, and resources regarding youth suicide prevention. The professional development will include additional information regarding groups of students at elevated risk for suicide, including those living with mental and/or substance use disorders, those who engage in self-harm or have attempted suicide, those in out-of-home settings, those experiencing homelessness, American Indian/Alaska Native student, LGBTQ students, students bereaved by suicide and those with medical conditions or certain types of disabilities. Additional professional development in risk assessment and crisis intervention will be provided to school employed mental health professionals and school nurses.

Identification and Intervention: Early identification and intervention are critical to preventing suicidal behavior. When a parent/caregiver or school staff become aware of a student exhibiting potential suicidal behavior, they should immediately and contact a member of the school's crisis response team for a suicide risk assessment and support. If the appropriate staff is not available, 911 should be called. Typically, it is best to inform the student what you are going to do every step of the way. Under no circumstances should the student be left alone (even in a bathroom/ restroom). Reassure and supervise the student until a 24/7 caregiving resource (e.g., mental health professional or law enforcement representative) can assume responsibility.

Designated members of the school crisis team should conduct a suicide risk assessment. The purpose of the assessment is to determine the level of risk and to identify the most appropriate actions to ensure the immediate and long-term safety and well-being of the student. This should be done by a team that includes a school-employed mental health professional.

Caregiver notification is a vital part of suicide prevention. The appropriate caregiver(s) must always be contacted when signs of suicidal thinking and behavior are observed. Typically, this is the student's parent(s); however, when child abuse is suspected protective services should be contacted. Even if a child is judged to be at low risk for suicidal behavior, schools may ask caregivers to sign a form to indicate that relevant information has been provided. Regardless, all caregiver notifications must be documented. Caregivers also provide critical information in determining level of risk. Whether a student is in imminent danger or not, it is strongly recommended that lethal means are (e.g., guns, poisons, medications, and sharp objects) are removed or made inaccessible.

Refer to community services if warranted. Referral options to 24-hour community-based services should be identified in advance. It is best to obtain a release from the primary caregiver to facilitate the sharing of information between the school and community agency.

Help the parent/caregiver and/or school staff to develop with the student a safety plan. Helping the student to develop a written list of coping strategies and sources of support that can be of assistance when he or she is having thoughts of suicide (e.g., a safety plan) is recommended. Suicide prevention hotlines (e.g., 800-273-TALK) and the app MY3 (my3app.org) can be helpful elements of such a plan.

Schools are legally responsible for documenting every step in the assessment and intervention process. A documentation form for support personnel and crisis response team members should be developed to record all suicide intervention actions and caregiver communication. Student information must be kept confidential but there are exceptions to FERPA when safety is of concern. Staff responsible for the safety and welfare of the student should be provided with the information necessary to work with the student and preserve the safety. School staff members do not need clinical information about the student or a detailed history of his or her suicidal risk or behavior. Discussion among staff should be restricted to the student's treatment and support needs.

Keep tabs on the rumor mill (including social media). If you hear or see something credible, refer the student to a school-employed mental health professional or crisis response team member. At the same time, gossip about particular incidents and students should also be discouraged.

Please Remember:

If it seems that an individual is in immediate danger of hurting himself or herself: Take the person to a hospital Emergency Room to be evaluated by a health professional.

If the person refuses help: Call 9-1-1 for police evaluation of the individual. If the person is a danger to self or others, the officer can transport the person to a hospital where he or she may be held.

Postvention. Following a suicide, school communities must strike a delicate balance. Students should have an opportunity to grieve, but in a way that does not glorify, romanticize or sensationalize suicide, which may increase suicide risk for other students.

Confirm facts. Confirm the facts related to the death with the family and/or police. Inform other schools in the district with students related or close to the deceased. Contact the family

to offer condolences, ask what the school can do to help, offer resources, and to discuss communication with the school community. Protect and gather the personal effects of the deceased for the family and/or the police. Pay close attention to other students (and staff) who may also be at risk of suicidal behavior.

Resources needed. In some situations, schools may have adequate resources to handle the aftermath of a suicide. However, it is critical that schools assess the impact of the suicide on the school community to determine the level of postvention support needed. Factors to consider include how well known the student was, if the suicide was public (e.g., occurred at a school event), and/or if the deceased had shared his/her suicidal intentions with others (particularly to large numbers of other students via social media). These factors generally increase the impact and thus the potential postvention needs of members of the school community.

Have an up to date list of community resources and mental health facilities that can be called. For instance does the police / sheriff have a trained officer to respond?

Trevor Project <https://suicidepreventionlifeline.org/>

Suicide prevention lifeline 199273 TALK (on ID cards?)

Coalition for youth crisis line <https://calyouth.org/cycl/>

Know the signs <http://www.suicideispreventable.org/>

Contagion. Suicide contagion occurs when suicidal behavior is imitated. The effect is strongest among adolescents: they appear to be more susceptible to imitative suicide than adults, largely because they may identify more readily with the behavior and qualities of their peers. Guilt, identification, and modeling are each thought to play a role in contagion. Sometimes suicide contagion can result in a cluster of suicides. Studies indicate that 1-5% of all suicides within this age group are due to contagion (100-200 teenage cluster suicides per year).

Suicide postvention strategies designed to minimize contagion include avoiding sensationalism or giving unnecessary attention to the suicide, avoiding glorifying or vilifying of suicide victims, and minimizing the amount of detail about the suicide shared with students. If there appears to be contagion, school administrators should consider taking additional steps beyond the basic crisis response, including stepping up efforts to identify other students who may be at heightened risk of suicide, collaborating with community partners in a coordinated suicide prevention effort, and possibly bringing in outside experts.

Memorials. Memorials in particular run the risk of glamorizing suicide and should thus be implemented with great care. Living memorials are recommended such as making donations to a local crisis center, participating in an event that raises awareness about suicide prevention, or providing opportunities for service activities in the school that emphasize the importance of student's taking care of each other.

Care for the caregiver. It is important that administrators and crisis team members not underestimate the potential impact that a suicide can have on school staff members. School leaders should promote a culture in which both the students and the adults in the building feel comfortable asking for help and/or to take a break. Providing contact information and encouraging staff to meet their own mental health needs is an important first step in ensuring that staff are adequately supported.

Grief. Understanding the nature of grief can help us better cope with loss. Grief is a natural, healthy process that enables us to recover from terrible emotional wounds. Grief can affect our thinking, behavior, emotions, relationships, and health. People may experience sleeplessness, exhaustion, indigestion, lack of appetite, or memory lapses. Recognizing that these are common reactions to grief can help us minimize them by reaching out to friends, or joining a community support group.

The journey through grief has four phases:

- **Shock – In the days and weeks immediately following a devastating loss, common feelings include numbness and unreality, like being trapped in a bad dream.**
- **Reality – As the fact of the loss takes hold, deep sorrow sets in, accompanied by weeping and other forms of emotional release. Loneliness and depression may also occur.**
- **Reaction – Anger, brought on by feelings of abandonment and helplessness, may be directed toward family, friends, doctors, and the one who died or deserted us. Other typical feelings include listlessness, apathy, and guilt over perceived failures or unresolved personal issues.**
- **Recovery – Finally, there is a gradual, almost imperceptible return to normalcy. This is a time of adjustment to the new circumstances in life.**

These phases vary in duration for each person, so the school should not impose a timetable upon anyone. Some people need a year or two, while others may take less time. Holidays, anniversaries, and birthdays can trigger intense grief, especially the first year. Everyone grieves differently – depending on personality, religious beliefs, maturity, emotional stability, and cultural traditions.

The following steps should be implemented after a **mental health crisis** has happened:

- Treat every threat with seriousness and approach with a calm manner, make the student a priority;
- Listen actively and non-judgmental to the student. Let the student express his or her feelings;
- Acknowledge the feelings and do not argue with the student;
- Offer hope and let the student know they are safe and that help is provided. Do not promise confidentiality or cause stress;
- Keep close contact with the parents/guardians/caregivers and mental health professionals working with the student.

The following steps shall be implemented upon **re-entry to school after a suicide attempt**:

- Obtain a written release of information signed by parents/guardians/caregivers and providers;
- Confer with student and parents/guardians/caregivers about any specific requests on how to handle the situation;
- Inform the student's teachers about possible days of absences;
- Allow accommodations for student to make up work (be understanding that missed assignments may add stress to student);
- Mental health professionals or trusted staff members should maintain ongoing contact to monitor student's actions and mood;
- Work with parents/guardians/caregivers to involve the student in an aftercare plan.

10.11. Resources for Parents, Students and Staff Members on Suicide Prevention:

- **Parents as Partners: A Suicide Prevention Guide for Parents** is a booklet that contains useful information for parents/guardians/caregivers who are concerned that their children may be at risk for suicide. It is available from Suicide Awareness Voices of Education (SAVE). See the SAVE Web page at <https://www.save.org/product/parents-as-partners/>
- **Sources of Strength:** <https://sourcesofstrength.org>
- **Know the Signs:** <http://www.suicideispreventable.org>
- **National Mental Health and Suicide Support Services:** The following are just a few places you can access listings for local mental health services in your area. Please call or visit their websites for details.
- **National Suicide Prevention Lifeline:** 1 (800) 273-TALK (800-273-8255)
- **Mental Health America (MHA):** www.mentalhealthamerica.net 1-800-969-6642
- **Mental Health Services Locator:** www.mentalhealth.samhsa.gov/databases
- **American Foundation for Suicide Prevention** www.afsp.org
- **American Association for Suicide Prevention** www.suicidology.org
- **Center for Disease Control & Prevention** www.cdc.gov/ViolencePrevention/suicide
- **Healthy Place -** www.healthyplace.com
- **Jed Foundation -** www.jedfoundation.org
- **National Federation of Families for Children's Mental Health** www.ffcmh.org
- **National Alliance on Mental Illness (NAMI)** www.nami.org 1-800-950-NAMI (6264)
- **The Trevor Lifeline -** www.thetrevorproject.org 1-866-488-7386
- **National Institute of Mental Health (NIMH) -** www.nimh.nih.gov
- **Strength of US-** www.strengthofus.org
- **Substance Abuse and Mental Health Services Administration (SAMHSA)** www.samhsa.gov/prevention/suicide.aspx
- **Suicide Awareness Voices of Education (SAVE)** www.save.org
- **Suicide Prevention Action Network USA -** www.spanusa.org
- **Suicide Prevention Resource Center (SPRC) -** www.sprc.org

Book Resources for Parents: Mental Health and Resilience

- Beardslee, William. Out of the Darkened Room: When a Parent is Depressed: Protecting the Children and Strengthening the Family. 2002.
- Rapee, Ronald et al. Helping your anxious child: A step by step guide. 2000.
- Manassis, Katharina & Levac, Anne Marie. Helping your teenager beat depression: A problem-solving approach for families. 2004.
- Lazine, DeQuincy and Brent, David. Eight Stories Up: An Adolescent Chooses Hope over Suicide. 2008.
- Bourne, Edward. The Anxiety & Phobia Workbook. 2005.
- Riera, Michael. Uncommon Sense for Parents with Teenagers. 2004.
- Phelan, Thomas. Surviving Your Adolescents: How to Manage and Let Go of Your 13-18 year olds. 1998.
- Sachs, Brad. The Good Enough Child: How to Have an Imperfect Family and Be Totally Satisfied. 2001.
- Apter, Terri. The Confident Child: Raising Children to Believe in Themselves. 1997.
- Book Resources for Teens: Mental Health and Resilience

- Hipp, Earl. *Fighting Invisible Tigers: A Stress Management Guide for Teens*. 2008.
- Fox, Annie. *Too Stressed to Think? A Teen Guide to Staying Sane When Life Makes You Crazy*. 2005
- Seaward, Brian. *Hot Stones and Funny Bones: Teens Helping Teens Cope with Stress and Anger*. 2002.
- Espeland, Pamela. *Life Lists for Teens: Tips, Steps, Hints, and How-To's for Growing Up, Getting Along, Learning, and Having Fun*. 2003.
- Covey, Sean. *The 7 Habits of Highly Effective Teens*. 1998.
- Kay Redfield Jamison, *Night Falls Fast: Understanding Suicide*
- Andrew Slaby and Lili Frank Garfinkle, *No One Saw My Pain: Why Teens Kill Themselves*
- Beverly Cobain and Jean Larch, *Dying to Be Free: A Healing Guide for Families after a Suicide*
- Linda H. Kilburn, *Reaching Out After Suicide: What's Helpful and What's Not*
- Judith Herman, *Trauma and Recovery: The Aftermath of Violence—from Domestic Abuse to Political Terror*
- Laura Van Dernoot Lipsky and Connie Burk, *Trauma Stewardship: An Everyday Guide to Caring for Self While Caring for Others*
- Pema Chodron, *The Places that Scare You: A Guide to Fearlessness in Difficult Times*
- Pete Walker, *The Tao of fully feeling: Harvesting forgiveness out of blame*.
- Peter A. Levine, *Waking the Tiger: Healing Trauma*



Suspension and Expulsion Policy

Mission Vista Academy is committed to promoting learning and protecting the safety and well-being of all students at the Charter School. In creating this policy, the Charter School has reviewed Education Code Section 48900 *et seq.* which describes the non-charter schools' list of offenses and procedures to establish its list of offenses and procedures for suspensions and expulsions. The language that follows closely mirrors the language of Education Code Section 48900 *et seq.* The Charter School is committed to annual review of policies and procedures surrounding suspensions and expulsions and, as necessary, modification of the lists of offenses for which students are subject to suspension or expulsion.

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

1. Establish the Responsibility of the Charter School
2. Identify the Grounds for Suspension and Expulsion of Students
3. Identify Enumerated Offenses
4. Outline Suspension Procedures
5. Outline the Authority to Expel
6. Outline Expulsion Procedures
7. Outline Special Procedures for Expulsion Hearings Involving Sexual Assault or Battery Offenses
8. Identify the Record of Hearing
9. Identify the Presentation of Evidence
10. Outline the Written Notice to Expel
11. Outline the Maintenance of Disciplinary Records
- ~~12. Identify a Student's Right to Appeal~~
13. Outline Expelled Students/Alternative Education
14. Outline Rehabilitation Plans
15. Outline the Readmission Process

- 1. Responsibility of the Charter School:** When the policy is violated, it may be necessary to suspend or expel a student from the Charter School. This policy shall serve as the Charter School's policy and procedures for student suspension and expulsion and it may be amended from time to time without the need to amend the charter so long as the amendments comport with legal requirements. Charter School staff shall enforce disciplinary rules and procedures fairly and consistently among all students. This Policy and its Procedures will be printed and distributed as part of the Parent-Student Handbook and will clearly describe discipline expectations. Corporal punishment shall not be used as a disciplinary measure against any

student. Corporal punishment includes the willful infliction of or willfully causing the infliction of physical pain on a student. For purposes of the Policy, corporal punishment does not include an employee's use of force that is reasonable and necessary to protect the employee, students, staff, or other persons or to prevent damage to school property.

A student has the right to be free from the use of seclusion and behavioral restraints of any form imposed as a means of coercion, discipline, convenience, or retaliation by staff. This right includes, but is not limited to, the right to be free from the use of a drug administered to the student in order to control the student's behavior or to restrict the student's freedom of movement, if that drug is not a standard treatment for the student's medical or psychiatric condition. School staff may use seclusion or a behavior restraint only to control behavior that poses a clear and present danger of serious physical harm to the pupil or others that cannot be immediately prevented by a response that is less restrictive. School staff shall avoid, whenever possible, the use of seclusion or behavioral restraint techniques.

School staff shall not do any of the following:

- Use seclusion or a behavioral restraint for the purpose of coercion, discipline, convenience, or retaliation.
- Use locked seclusion, unless it is in a facility otherwise licensed or permitted by state law to use a locked room.
- Use a physical restraint technique that obstructs a pupil's respiratory airway or impairs the pupil's breathing or respiratory capacity, including techniques in which a staff member places pressure on a pupil's back or places his or her body weight against the pupil's torso or back.
- Use a behavioral restraint technique that restricts breathing, including, but not limited to, using a pillow, blanket, carpet, mat, or other item to cover a pupil's face.
- Place a pupil in a facedown position with the pupil's hands held or restrained behind the pupil's back.
- Use a behavioral restraint for longer than is necessary to contain the behavior that poses a clear and present danger of serious physical harm to the pupil or others.

The Charter School administration shall ensure that students and their parents/guardians are notified in writing upon enrollment of all discipline policies and procedures.

Suspended or expelled students shall be excluded from all school and school-related activities unless otherwise agreed during the period of suspension or expulsion.

A student identified as an individual with disabilities or for whom the Charter School has a basis of knowledge of a suspected disability pursuant to the Individuals with Disabilities Education Improvement Act of 2004 ("IDEIA") or who is qualified for services under Section 504 of the Rehabilitation Act of 1973 ("Section 504") is subject to the same grounds for suspension and expulsion and is accorded the same due process procedures applicable to general education students except when federal and state law mandates additional or different procedures. The Charter School will follow all applicable federal and state laws including but not limited to the California Education Code, when imposing any form of discipline on a

student identified as an individual with disabilities or for whom the Charter School has a basis of knowledge of a suspected disability or who is otherwise qualified for such services or protections in according due process to such students. Additional detail follows below.

- 2. Grounds for Suspension and Expulsion of Students:** A student may be suspended or expelled for prohibited misconduct if the act is related to school activity or school attendance occurring at any time including but not limited to: a) while on school grounds; b) while going to or coming from school; c) during the lunch period, whether on or off the school campus; d) during, going to, or coming from a school-sponsored activity.

3. Enumerated Offenses:

- Discretionary Suspension Offenses. Students may be suspended for any of the following acts when it is determined the student:
 - Caused, attempted to cause, or threatened to cause physical injury to another person.
 - Willfully used force of violence upon the person of another, except self-defense.
 - Unlawfully possessed, used, sold or otherwise furnished, or was under the influence of any controlled substance, as defined in Health and Safety Code 11053-11058, alcoholic beverage, or intoxicant of any kind.
 - Unlawfully offered, arranged, or negotiated to sell any controlled substance as defined in Health and Safety Code Sections 11053-11058, alcoholic beverage or intoxicant of any kind, and then sold, delivered or otherwise furnished to any person another liquid substance or material and represented same as controlled substance, alcoholic beverage or intoxicant.
 - Committed or attempted to commit robbery or extortion.
 - Caused or attempted to cause damage to school property or private property.
 - Stole or attempted to steal school property or private property (as used in this policy, “school property” includes, but is not limited to, electronic files and databases).
 - Possessed or used tobacco or products containing tobacco or nicotine products, including but not limited, to cigars, cigarettes, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets and betel. This section does not prohibit the use of his or her own prescription products by a student.
 - Committed an obscene act or engaged in habitual profanity or vulgarity.
 - Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Health and Safety Code Section 11014.5.

- Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, other school officials, or other school personnel engaged in the performance of their duties.
 - Commencing July 1, 2020, a pupil enrolled in kindergarten or any of grades 1 to 8, inclusive, shall not be suspended for any of the acts specified above relating to disrupting school activities and willful defiance, and those acts shall not constitute grounds for a pupil enrolled in kindergarten or any of grades 1 to 12, inclusive, to be recommended for expulsion.
- Knowingly received stolen school property or private property.
- Possessed an imitation firearm, i.e.: a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- Committed or attempted to commit a sexual assault as defined in Penal Code Sections 261, 266c, 286, 288, ~~288a~~ or 289, or former 288a, or committed a sexual battery as defined in Penal Code Section 243.4.
- Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of preventing that student from being a witness and/or retaliating against that student for being a witness.
- Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- Engaged in, or attempted to engage in hazing. For the purposes of this subdivision, “hazing” means a method of initiation or preinitiation into a student organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective student. For purposes of this section, “hazing” does not include athletic events or school-sanctioned events.
- Made terrorist threats against school officials and/or school property. For purposes of this section, “terroristic threat” shall include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of one thousand dollars (\$1,000), with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out, which, on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose

and an immediate prospect of execution of the threat, and thereby causes that person reasonably to be in sustained fear for his or her own safety or for his or her immediate family's safety, or for the protection of school property, or the personal property of the person threatened or his or her immediate family.

- Committed sexual harassment, as defined in Education Code Section 212.5. For the purposes of this section, the conduct described in Section 212.5 must be considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the individual's academic performance or to create an intimidating, hostile, or offensive educational environment. This section shall apply to students in any of grades 4 to 12, inclusive.
- Caused, attempted to cause, threaten to cause or participated in an act of hate violence, as defined in subdivision (e) of Section 233 of the Education Code. This section shall apply to students in any of grades 4 to 12, inclusive.
- Intentionally harassed, threatened or intimidated a student or group of students to the extent of having the actual and reasonably expected effect of materially disrupting class work, creating substantial disorder and invading student rights by creating an intimidating or hostile educational environment. This section shall apply to students in any of grades 4 to 12, inclusive.
- Discriminated against, harassed, intimidated, and/or bullied any person or groups of persons based on the following actual or perceived characteristics: disability, gender, nationality, race or ethnicity, religion, sexual orientation, gender identity, gender expression or association with one or more of these actual or perceived characteristics. This policy applies to all acts related to school activity or school attendance occurring within the school.
- Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act.
 - 1) "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a student or group of students which would be deemed hate violence or harassment, threats, or intimidation, which are directed toward one or more students that has or can be reasonably predicted to have the effect of one or more of the following:
 - i. Placing a reasonable student (defined as a student, including, but is not limited to, a student with exceptional needs, who exercises average care, skill, and judgment in conduct for a person of the student's ~~his or her~~ age, or for a person of that student's ~~his or her~~ age with exceptional needs) or students in fear of harm to that student's or those students' person or property.

- ii. Causing a reasonable student to experience a substantially detrimental effect on ~~that student's his-or-her~~ physical or mental health.
- iii. Causing a reasonable student to experience substantial interference with ~~that student's his-or-her~~ academic performance.
- iv. Causing a reasonable student to experience substantial interference with ~~that student's his-or-her~~ ability to participate in or benefit from the services, activities, or privileges provided by the Charter School.

2) "Electronic Act" means the transmission by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:

- i. A message, text, sound, or image.
- ii. A post on a social network Internet Web site including, but not limited to:
 - (a) Posting to or creating a burn page. A "burn page" means an Internet Web site created for the purpose of having one or more of the effects as listed in subparagraph (1) above.
 - (b) Creating a credible impersonation of another actual student for the purpose of having one or more of the effects listed in subparagraph (1) above. "Credible impersonation" means to knowingly and without consent impersonate a student for the purpose of bullying the student and such that another student would reasonably believe, or has reasonably believed, that the student was or is the student who was impersonated.
 - (c) Creating a false profile for the purpose of having one or more of the effects listed in subparagraph (1) above. "False profile" means a profile of a fictitious student or a profile using the likeness or attributes of an actual student other than the student who created the false profile.
- iii. Notwithstanding subparagraphs (1) and (2) above, an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet.

iv. ~~An act of cyber sexual bullying. (48900(r)(2)(A)(iii).~~

- ~~(a) For purposes of this section, "cyber sexual bullying" means the 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 of the effects described 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.~~
- ~~(b) Cyber sexual bullying does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political or scientific value or that involves athletic events or school-sanctioned activities.~~

- A student who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, except that a student who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (1).
- Possessed, sold, or otherwise furnished any knife unless, in the case of possession of any object of this type, the student had obtained written permission to possess the item from a certificated school employee, with the Director or designee's concurrence.
- Non-Discretionary Suspension Offenses: Students must be suspended and recommended for expulsion for any of the following acts when it is determined the student:
 - Possessed, sold, or otherwise furnished any firearm, explosive, or other dangerous object unless, in the case of possession of any object of this type, the students had obtained written permission to possess the item from a certificated school employee, with the Director or designee's concurrence.
- Discretionary Expellable Offenses: Students may be recommended for expulsion for any of the following acts when it is determined the student:
 - Caused, attempted to cause, or threatened to cause physical injury to another person.
 - Willfully used force of violence upon the person of another, except self-defense.
 - Unlawfully possessed, used, sold or otherwise furnished, or was under the influence of any controlled substance, as defined in Health and Safety Code Sections 11053-11058, alcoholic beverage, or intoxicant of any kind.
 - Unlawfully offered, arranged, or negotiated to sell any controlled substance as defined in Health and Safety Code Sections 11053-11058, alcoholic beverage or intoxicant of any kind, and then sold, delivered or otherwise furnished to any person another liquid substance or material and represented same as controlled substance, alcoholic beverage or intoxicant.
 - Committed or attempted to commit robbery or extortion.
 - Caused or attempted to cause damage to school property or private property.
 - Stole or attempted to steal school property or private property.

- Possessed or used tobacco or products containing tobacco or nicotine products, including but not limited to cigars, cigarettes, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets and betel. This section does not prohibit the use of his or her own prescription products by a student.
- Committed an obscene act or engaged in habitual profanity or vulgarity.
- Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Health and Safety Code Section 11014.5.
- ~~○ Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, other school officials, or other school personnel engaged in the performance of their duties.~~
- Knowingly received stolen school property or private property.
- Possessed an imitation firearm, i.e.: a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- Committed or attempted to commit a sexual assault as defined in Penal Code Sections 261, 266c, 286, 288, ~~288a~~ or 289, or former 288a, or committed a sexual battery as defined in Penal Code Section 243.4.
- Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of preventing that student from being a witness and/or retaliating against that student for being a witness.
- Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- Engaged in, or attempted to engage in hazing. For the purposes of this subdivision, “hazing” means a method of initiation or pre-initiation into a student organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective student. For purposes of this section, “hazing” does not include athletic events or school-sanctioned events.
- Made terrorist threats against school officials and/or school property. For purposes of this section, “terroristic threat” shall include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in

death, great bodily injury to another person, or property damage in excess of one thousand dollars (\$1,000), with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out, which, on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes that person reasonably to be in sustained fear for his or her own safety or for his or her immediate family's safety, or for the protection of school property, or the personal property of the person threatened or his or her immediate family.

- Committed sexual harassment, as defined in Education Code Section 212.5. For the purposes of this section, the conduct described in Section 212.5 must be considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the individual's academic performance or to create an intimidating, hostile, or offensive educational environment. This section shall apply to students in any of grades 4 to 12, inclusive.
- Caused, attempted to cause, threaten to cause or participated in an act of hate violence, as defined in subdivision (e) of Section 233 of the Education Code. This section shall apply to students in any of grades 4 to 12, inclusive.
- Intentionally harassed, threatened or intimidated a student or group of students to the extent of having the actual and reasonably expected effect of materially disrupting class work, creating substantial disorder and invading student rights by creating an intimidating or hostile educational environment. This section shall apply to students in any of grades 4 to 12, inclusive.
- Discriminated against, harassed, intimidated, and/or bullied any person or groups of persons based on the following actual or perceived characteristics: disability, gender, nationality, race or ethnicity, religion, sexual orientation, gender identity, gender expression or association with one or more of these actual or perceived characteristics. This policy applies to all acts related to school activity or school attendance occurring within the school.
- Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act.
 - 1) "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including acts one or more acts committed by a student or group of students which would be deemed hate violence or harassment, threats, or intimidation, which are directed toward one or more students that has or can be reasonably predicted to have the effect of one or more of the following:
 - i. Placing a reasonable student (defined as a student, including, but is not limited to, a student with exceptional needs, who exercises average care,

skill, and judgment in conduct for a person of ~~that student's his-or-her~~ age, or for a person of ~~that student's his-or-her~~ age with exceptional needs) or students in fear of harm to that student's or those students' person or property.

- ii. Causing a reasonable student to experience a substantially detrimental effect on ~~that student's his-or-her~~ physical or mental health.
- iii. Causing a reasonable student to experience substantial interference with ~~that student's his-or-her~~ academic performance.
- iv. Causing a reasonable student to experience substantial interference with ~~that student's his-or-her~~ ability to participate in or benefit from the services, activities, or privileges provided by the Charter School.

2) "Electronic Act" means the transmission by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:

- i. A message, text, sound, or image.
- ii. A post on a social network Internet Web site including, but not limited to:
 - (c) Posting to or creating a burn page. A "burn page" means an Internet Web site created for the purpose of having one or more of the effects as listed in subparagraph (1) above.
 - (d) Creating a credible impersonation of another actual student for the purpose of having one or more of the effects listed in subparagraph (1) above. "Credible impersonation" means to knowingly and without consent impersonate a student for the purpose of bullying the student and such that another student would reasonably believe, or has reasonably believed, that the student was or is the student who was impersonated.
 - (e) Creating a false profile for the purpose of having one or more of the effects listed in subparagraph (1) above. "False profile" means a profile of a fictitious student or a profile using the likeness or attributes of an actual student other than the student who created the false profile.
- iii. Notwithstanding subparagraphs (1) and (2) above, an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet.
- iv. ~~An act of cyber sexual bullying. (48900(r)(2)(A)(iii).~~
 - ~~(a) For purposes of this section, "cyber sexual bullying" means the 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 of the effects described 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.~~
 - ~~(b) Cyber sexual bullying does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political or~~

scientific value or that involves athletic events or school-sanctioned activities.

- A student who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, except that a student who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (1).
- Possessed, sold, or otherwise furnished any knife unless, in the case of possession of any object of this type, the student had obtained written permission to possess the item from a certificated school employee, with the Director or designee's concurrence.
- **Non-Discretionary Expellable Offenses:** Students must be recommended for expulsion for any of the following acts when it is determined pursuant to the procedures below that the student:
 - Possessed, sold, or otherwise furnished any firearm, explosive, or other dangerous object unless, in the case of possession of any object of this type, the students had obtained written permission to possess the item from a certificated school employee, with the Director or designee's concurrence.

If it is determined by the Board of Directors that a student has brought a fire arm or destructive device, as defined in Section 921 of Title 18 of the United States Code, on to campus or to have possessed a firearm or dangerous device on campus, the student shall be expelled for one year, pursuant to the Federal Gun Free Schools Act of 1994.

The term "firearm" means (A) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (B) the frame or receiver of any such weapon; (C) any firearm muffler or firearm silencer; or (D) any destructive device. Such term does not include an antique firearm.

The term "destructive device" means (A) any explosive, incendiary, or poison gas, including but not limited to: (i) bomb, (ii) grenade, (iii) rocket having a propellant charge of more than four ounces, (iv) missile having an explosive or incendiary charge of more than one-quarter ounce, (v) mine, or (vi) device similar to any of the devices described in the preceding clauses.

4. Suspension Procedure: Suspensions shall be initiated according to the following procedures:

- **Conference:** Suspension shall be preceded, if possible, by a conference conducted by the Director or the Director's designee with the student and his or her parent and, whenever practical, the teacher, supervisor or Charter School employee who referred the student to the Director or designee.

The conference may be omitted if the Director or designee determines that an emergency situation exists. An “emergency situation” involves a clear and present danger to the lives, safety or health of students or Charter School personnel. If a student is suspended without this conference, both the parent/guardian and student shall be notified of the student’s right to return to school for the purpose of a conference.

At the conference, the student shall be informed of the reason for the disciplinary action, ~~and the evidence against that student~~ ~~home or her~~, ~~the other means of correction that were attempted before the disciplinary action~~, and shall be given the opportunity to present ~~that student’s his or her~~ version and evidence in his or her defense. This conference shall be held within two school days, unless the student waives this right or is physically unable to attend for any reason including, but not limited to, incarceration or hospitalization. No penalties may be imposed on a student for failure of the student’s parent or guardian to attend a conference with Charter School officials. Reinstatement of the suspended student shall not be contingent upon attendance by the student’s parent or guardian at the conference.

- Notice to Parents/Guardians: At the time of the suspension, an administrator or designee shall make a reasonable effort to contact the parent/guardian by telephone or in person. Whenever a student is suspended, the parent/guardian shall be notified in writing of the suspension and the date of return following suspension. This notice shall state the specific offense committed by the student. In addition, the notice may also state the date and time when the student may return to school. If Charter School officials wish to ask the parent/guardian to confer regarding matters pertinent to the suspension, the notice may request that the parent/guardian respond to such requests without delay.
- Suspension Time Limits/Recommendation for Expulsion: Suspensions, when not including a recommendation for expulsion, shall not exceed five (5) consecutive school days per suspension. Upon a recommendation of Expulsion by the Director or Director’s designee, the student and the student’s guardian or representative will be invited to a conference to determine if the suspension for the student should be extended pending an expulsion hearing. This determination will be made by the Director or designee upon either of the following: 1) the student’s presence will be disruptive to the education process; or 2) the student poses a threat or danger to others. Upon either determination, the student’s suspension will be extended pending the results of an expulsion hearing. ~~If such extended suspension exceeds 10 days, the following procedures shall be followed: 1) The Senior Director shall provide timely, written notice of the charges against the student and an explanation of the student’s basic rights; 2) The School will provide a hearing adjudicated by a neutral officer within a reasonable number of days at which the student 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. At this hearing, it will be determined whether the presence of the student at the School would cause a danger to persons or property or a threat of disrupting the instructional process~~

pending the results of an expulsion hearing.

- Upon the request of a parent/guardian/educational rights holder/student, a teacher shall provide to a student in any of grades 1 to 12 who has been suspended from the School for two or more schooldays, the homework that the pupil would otherwise have been assigned. If a homework assignment that is requested and turned into the teacher by the student either upon the student's return to school from suspension or within the timeframe originally prescribed by the teacher, whichever is later, is not graded before the end of the academic term, that assignment shall not be included in the calculation for the student's overall grade in the class.

5. **Authority to Expel:** A student may be expelled either by the Charter School Board following a hearing before it or by the Charter School Board upon the recommendation of an Administrative Panel to be assigned by the Board as needed. The Administrative Panel should consist of at least three members who are certificated and neither a teacher of the student or a Board member of the Charter School's governing board. The Administrative Panel may recommend expulsion of any student found to have committed an expellable offense.
6. **Expulsion Procedures:** Students recommended for expulsion are entitled to a hearing to determine whether the student should be expelled. Unless postponed for good cause, the hearing shall be held within thirty (30) school days after the Director or designee determines that the Student has committed an expellable offense.

In the event an Administrative Panel hears the case, it will make a recommendation to the Board for a final decision whether to expel. The hearing shall be held in closed session (complying with all student confidentiality rules under FERPA) unless the Student makes a written request for a public hearing three (3) days prior to the hearing.

Written notice of the hearing shall be forwarded to the student and the student's parent/guardian at least ten (10) calendar days before the date of the hearing. Upon mailing the notice, it shall be deemed served upon the student. The notice shall include:

1. The date and place of the expulsion hearing;
2. A statement of the specific facts, charges and offenses upon which the proposed expulsion is based;
3. A copy of the Charter School's disciplinary rules which relate to the alleged violation;
4. Notification of the student's or parent/guardian's obligation to provide information about the student's status at the Charter School to any other school district or school to which the student seeks enrollment;
5. The opportunity for the student or the student's parent/guardian to appear in person or to employ and be represented by counsel or a non-attorney advisor;
6. The right to inspect and obtain copies of all documents to be used at the hearing;
7. The opportunity to **present testimony, evidence and witnesses** and confront and question all witnesses who testify at the hearing;
8. The opportunity to question all evidence presented and to present oral and documentary evidence on the student's behalf including witnesses.

7. Special Procedures for Expulsion Hearings Involving Sexual Assault or Battery Offenses:

The Charter School may, upon a finding of good cause, determine that the disclosure of either the identity of the witness or the testimony of that witness at the hearing, or both, would subject the witness to an unreasonable risk of psychological or physical harm. Upon this determination, the testimony of the witness may be presented at the hearing in the form of sworn declarations that shall be examined only by the Charter School or the hearing officer. Copies of these sworn declarations, edited to delete the name and identity of the witness, shall be made available to the student.

- The complaining witness in any sexual assault or battery case must be provided with a copy of the applicable disciplinary rules and advised of his/her right to (a) receive five days' notice of his/her scheduled testimony, (b) have up to two (2) adult support persons of his/her choosing present in the hearing at the time he/she testifies, which may include a parent, guardian, or legal counsel, and (c) elect to have the hearing closed while testifying.
- The Charter School must also provide the victim a room separate from the hearing room for the complaining witness' use prior to and during breaks in testimony.
- At the discretion of the entity conducting the expulsion hearing, the complaining witness shall be allowed periods of relief from examination and cross-examination during which he or she may leave the hearing room.
- The entity conducting the expulsion hearing may also arrange the seating within the hearing room to facilitate a less intimidating environment for the complaining witness.
- The entity conducting the expulsion hearing may also limit time for taking the testimony of the complaining witness to the hours he/she is normally in school, if there is no good cause to take the testimony during other hours.
- Prior to a complaining witness testifying, the support persons must be admonished that the hearing is confidential. Nothing in the law precludes the person presiding over the hearing from removing a support person whom the presiding person finds is disrupting the hearing. The entity conducting the hearing may permit any one of the support persons for the complaining witness to accompany him or her to the witness stand.
- If one or both of the support persons is also a witness, the Charter School must present evidence that the witness' presence is both desired by the witness and will be helpful to the Charter School. The person presiding over the hearing shall permit the witness to stay unless it is established that there is a substantial risk that the testimony of the complaining witness would be influenced by the support person, in which case the presiding official shall admonish the support person or persons not to prompt, sway, or influence the witness in any way. Nothing shall preclude the presiding officer from exercising his or her discretion to remove a person from the hearing whom he or she believes is prompting, swaying, or influencing the witness.

- The testimony of the support person shall be presented before the testimony of the complaining witness and the complaining witness shall be excluded from the courtroom during that testimony.
- Especially for charges involving sexual assault or battery, if the hearing is to be conducted in public at the request of the student being expelled, the complaining witness shall have the right to have his/her testimony heard in a closed session when testifying at a public meeting would threaten serious psychological harm to the complaining witness and there are no alternative procedures to avoid the threatened harm. The alternative procedures may include videotaped depositions or contemporaneous examination in another place communicated to the hearing room by means of closed-circuit television.
- Evidence of specific instances of a complaining witness' prior sexual conduct is presumed inadmissible and shall not be heard absent a determination by the person conducting the hearing that extraordinary circumstances exist requiring the evidence be heard. Before such a determination regarding extraordinary circumstance can be made, the witness shall be provided notice and an opportunity to present opposition to the introduction of the evidence. In the hearing on the admissibility of the evidence, the complaining witness shall be entitled to be represented by a parent, legal counsel, or other support person. Reputation or opinion evidence regarding the sexual behavior of the complaining witness is not admissible for any purpose.

8. Record of Hearing: A record of the hearing shall be made and may be maintained by any means, including electronic recording, as long as a reasonably accurate and complete written transcription of the proceedings can be made.

9. Presentation of Evidence: While technical rules of evidence do not apply to expulsion hearings, evidence may be admitted and used as proof only if it is the kind of evidence on which reasonable persons can rely in the conduct of serious affairs. A recommendation by the Administrative Panel to expel must be supported by substantial evidence that the student committed an expellable offense. Findings of fact shall be based solely on the evidence at the hearing. While hearsay evidence is admissible, no decision to expel shall be based solely on hearsay. Sworn declarations may be admitted as testimony from witnesses of whom the Board or Administrative Panel determines that disclosure of their identity or testimony at the hearing may subject them to an unreasonable risk of physical or psychological harm.

If, due to a written request by the expelled student, the hearing is held at a public meeting, and the charge is committing or attempting to commit a sexual assault or committing a sexual battery as defined in Education Code Section 48900, a complaining witness shall have the right to have his or her testimony heard in a session closed to the public.

The decision of the Administrative Panel shall be in the form of written findings of fact and a written recommendation to the Board who will make a final determination regarding the expulsion. The final decision by the Board shall be made within ten (10) school days following

the conclusion of the hearing.

If the Administrative Panel decides not to recommend expulsion, the student shall immediately be returned to his/her educational program.

- 10. Written Notice to Expel:** The Director or designee, following a decision of the Board to expel, shall send written notice of the decision to expel, including the Board's adopted findings of fact, to the student or parent/guardian. This notice shall also include the following: (a) Notice of the specific offense committed by the student; and (b) Notice of the student's or parent/guardian's obligation to inform any new district in which the student seeks to enroll of the student's status with the Charter School.

The Director or designee shall send a copy of the written notice of the decision to expel to the authorizer. This notice shall include the following: (a) The student's name; and (b) The specific expellable offense committed by the student.

- 11. Disciplinary Records:** The Charter School shall maintain records of all student suspensions and expulsions at the Charter School. Such records shall be made available to the authorizer upon request.

- ~~**12. Right to Appeal:** Per AB 1360, a student being expelled or suspended will be provided "oral or written notice of the charges against the student," "an explanation of the evidence that supports the charges and an opportunity for the student to present his or her side of the story," and/or the opportunity for "a hearing adjudicated by a neutral officer within a reasonable number of days at which the student has a fair opportunity to present testimony, evidence, and witnesses and confront and cross-examine adverse witnesses, and at which the student has the right to bring legal counsel or an advocate." Moreover, for any non-voluntary removal, the student's parent or guardian will be given written notice of intent to remove the student no less than 5 school days in advance, and the parent/guardian will be given the right to challenge the non-voluntary removal under the same procedures as an expulsion.~~

- 13. Expelled Students/Alternative Education:** Students who are expelled shall be responsible for seeking alternative education programs including, but not limited to, programs within the County or their school district of residence. The Charter School shall work cooperatively with parents/guardians as requested by parents/guardians or by the school district of residence to assist with locating alternative placements during expulsion.

- 14. Rehabilitation Plans:** Students who are expelled from the Charter School shall be given a rehabilitation plan upon expulsion as developed by the Board at the time of the expulsion order, which may include, but is not limited to, periodic review as well as assessment at the time of review for readmission. The rehabilitation plan should include a date not later than one year from the date of expulsion when the student may reapply to the Charter School for readmission.

- 15. Readmission:** The decision to readmit a student or to admit a previously expelled student from another school district or charter school shall be in the sole discretion of the Board following a meeting with the Director or designee and the student and guardian or

representative to determine whether the student has successfully completed the rehabilitation plan and to determine whether the student poses a threat to others or will be disruptive to the school environment. The Director or designee shall make a recommendation to the Board following the meeting regarding his or her determination. The student's readmission is also contingent upon the Charter School's capacity at the time the student seeks readmission.



Educational Vendor Policies and Procedures

Mission Vista Academy (“Charter School”) is focused on “Personalized Learning”, a philosophy that puts every student first by supporting them in honoring and exploring their unique skills, special gifts, talents, and aspirations. In furtherance of this philosophy and Charter School’s educational mission, families and Charter School staff together carefully select educational items and services for students to fit their goals and education plan.

The purpose of the Mission Vista Academy Governing Board approving the Educational Vendor Policies and Procedures is to accomplish the key requirements detailed in this policy, including:

1. The Senior Director (as defined below) must approve all vendors before they can provide educational items or services to students.
2. The Homeschool Teacher (as defined below) and Senior Director (as defined below) must approve all requests for educational items or services to ensure they are aligned with the charter petition and student’s personalized learning curriculum.
3. No family may spend, or obligate the Charter School to spend, any Charter School monies on educational items and services. Charter School is responsible for making purchases of approved educational items and services.

VENDOR APPLICATION AND APPROVAL

1. **Educational Vendor Applications:** Charter School contracts with educational vendors who provide educational enrichment services (e.g., in-person educational activities) and items (e.g., textbooks, workbooks, etc.) to students. Vendors must submit an application to Charter School detailing critical information such as qualifications and services. Charter School shall carefully review Vendor’s application, website, available references, social media, and other pertinent information.

The Senior Director or his/her designee (“Senior Director”) must approve all educational vendors and enter into an agreement with approved vendors before a vendor can provide any educational services to students. The Senior Director may reject a vendor applicant or terminate vendor services for any reason. The Senior Director may delegate his/her authority to approve vendors as necessary to promote the effective operations of the Charter School. For educational products, parents may submit requests specific educational products from a particular vendor (e.g., pencils from an online store). The Charter School’s approval of the educational product request (approval process described below) serves as vendor approval.

2. **Vendor Guidelines:** The Senior Director is responsible for approving vendors, and must ensure the vendor meets guidelines, including, but not limited to the following:
- Vendor must have the qualifications, skills and, if applicable, the certification and licenses necessary to perform the requested services in a competent and professional manner.
 - Vendor conducts background checks pursuant to Education Code section 45125.1 to ensure Vendor (if an individual), its employees, and agents who interact with students have not committed a serious or violent felony.
 - Vendor services and/or products must be non-sectarian. Vendor's services and products must not discriminate on the basis of disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation or any other protected basis under California law.
 - Vendor must maintain adequate levels of insurance for its educational services.
 - Vendor must not be a private school offering services through a part-time program (e.g., after school programs) or a parent-organized group (also known as "co-op").
 - Vendors must qualify as independent contractors in accordance with applicable laws. This is determined by the Senior Director based on vendor representations and vetting by the Charter School or its service provider.
3. **Vendor Agreement:** Once the Senior Director has approved a vendor, the vendor and Charter School must enter into a vendor agreement before the school can order educational services from the vendor. Considering families may have one-off requests for educational products, a vendor agreement may not be necessary for the Charter School to purchase educational products (e.g., ordering pencils from an online store for one student). The vendor agreement will include protections set forth in this policy, including, but not limited to requiring background checks for staff interacting with students, prohibitions on non-sectarian/discriminatory items and services, insurance and indemnification provisions, and more.

REQUESTING EDUCATIONAL SERVICES AND ITEMS

1. **Requests:** Students make requests for educational services and items through the Enrichment Ordering System. The Enrichment Ordering System is accessible on the Charter School website and features a list of approved educational vendors. All requests for educational services and items must: (i) first be approved the credentialed teacher assigned to supervise student's independent study ("Homeschool Teacher"); and (ii) approved by the Senior Director or designee. The Senior Director may delegate his/her authority to approve parent requests for educational items and services as necessary to promote the effective operations of the Charter School.

The Senior Director can deny any request for educational items or services in his or her sole discretion for any reason. Families cannot directly purchase, or obligate the Charter School to purchase, any educational items or service without Charter School's approval.

~~The planning amount for each student for educational items and services per full school year is \$2600 (TK—8th grade) and \$2800 (9th—12th grade) for the 2020—2021 School Year.~~ The Charter School establishes a planning amount for students for educational items and services per full school year. Parents and students are not guaranteed to receive any educational items and services up to and equal to this planning amount, as a Homeschool Teacher and the Senior Director must approve all requests. The planning amount is also not a mandatory cap limiting the Charter School's ability provide necessary educational services to students (e.g., pursuant to a student's individualized education program). The Charter School developed this planning amount to help ensure the school provides educational items and services aligned with its budget and to help ensure fair and equal treatment of students, to the extent consistent with individual needs. Parents and students are not given access to direct or encumber planning amount funds. Parents are encouraged to work with their Homeschool Teacher to develop multi-year plans for their children because their educational needs may vary from year-to-year. While the Charter School does not guarantee any specific amount of funding for educational services and items, a multi-year plan empowers the Charter School and families to develop a personalized course of study suited to their children's needs and the Charter School to effectively budget for all students. The planning amount cannot be transferred to any other student.

The Homeschool Teacher and Senior Director are responsible for granting requests and allocating educational products and services in a nondiscriminatory manner. The Charter School shall seek to purchase cost-effective educational items and services. The Homeschool Teacher and Senior Director shall ensure purchased educational items and services meet the following requirements:

- From approved vendors only.
 - Support the requesting student's personalized curriculum and education plan.
 - Must be aligned with State standards, student's course of study (e.g., requested amount of fabric corresponds to length of course/project), and student's independent study master written agreement.
 - From a vendor who is not related to the Charter School family requesting the educational items or services and otherwise does not present conflict of interest concerns.
2. **Core Subject Curriculum:** The Homeschool Teacher and Senior Director must ensure students access all necessary "core subject curriculum" – education items/services necessary for the student to complete his/her State standards-aligned course of study – before approving any extracurricular activities or supplemental educational or enrichment items. Core subject curriculum includes physical curriculum like McGraw Hill Textbook Set and associated workbooks and access to digital educational platforms such as Odysseyware or StongMind Digital Learning.
 3. **Enrichment Certificates:** After the Homeschool Teacher and Senior Director approve a request through the Enrichment Ordering System, an "Enrichment Certificate" is created by Charter School. Charter School requests educational services and items from approved vendors through Enrichment Certificates. If necessary, Charter School may use an approved vendor's purchase order form in lieu of an Enrichment Certificate. Certificates/purchase orders should include important information, including the requested educational services, dates of services, Enrichment Certificate/PO Number, and approved

cost for services.

Vendors must receive an approved Enrichment Certificate/purchase order before providing educational services or items to students. Vendors must receive the Enrichment Certificate/purchase order and provide the requested education services before submitting an invoice to Charter School.

4. **Prohibited Requests:** Charter School students can only request education services and items available in the Enrichment Ordering System. **Homeschool Teachers and Senior Directors will only approve requests for educational items and services that are educational quality (e.g., not top of the line). Only basic items and services may be approved. Charter School will not approve educational items or services beyond what is needed to meet a student's learning objectives.**

The following is a non-exhaustive list of prohibited items and services:

- Backpacks
- Amusement park tickets
- Video game hardware or software
- Excessive quantities of any item or service (e.g., beyond student's course of study).
- Non-educational household items (e.g., storage containers, organizational items (large or small items), picture frames, etc.)
- Bicycles, tricycles, scooters, skateboards, rollerblades, roller skates, wagons, etc.
- Live animals or animal supplies small insects/amphibians/worms as a part of a science class. Certain kit and supplies can be ordered by a student (e.g., praying mantis, caterpillars, ladybugs, or silkworms to study; ant farms; or tadpoles)
- Top of the line musical instruments (where more reasonably-priced options are available)
- Educational items and services must be nonsectarian
- Taxis/Uber/Lyft rides and other transportation costs

5. **Educational Field Trips:** While families are prohibited from requesting trips to non-educational venues, they can request to join educational field trips through the Enrichment Ordering System (e.g., museums, aquariums, libraries, etc.) The Senior Director and Homeschool Teacher shall carefully scrutinize each request to ensure the requested educational field trip aligns with the student's course of study and furthers their education and that all participants are necessary for student transportation, safety and supervision.

In light of the Charter School providing an independent study program, it is anticipated that a parent/guardian may need to serve as chaperone and transport their children for approved educational field trips. The Charter School Board finds funding the actual, reasonable, and necessary costs (not from a student's planning amount) for a chaperone to access the educational field trip (e.g., ticket to museum, transportation costs) furthers public school purposes where necessary or desirable to allow students to participate in educational field trips.

6. **Student and Family Responsibilities:**

- A. Returning Educational Products: All educational items requested through the Enrichment Ordering System are the property of the Charter School. This includes any technology, textbooks, and other educational items. Families must return all educational products upon disenrollment or upon request by the Senior Director or Homeschool Teacher. In accordance with applicable law, parents are responsible for to replace lost, stolen, damage, or otherwise unreturned educational items.
- Certain items are “consumable”, meaning they are not functional after use (e.g., workbooks). These items can be discarded by families after use.
- B. Damaged or Lost Educational Items: Parents are responsible for replacing lost, stolen, damage, or otherwise unreturned educational items to the extent allowed under applicable law. If an educational item is damaged, parents must immediately contact the Homeschool Teacher for support.
- C. Required Attendance: Students must attend regular learning period meetings with their Homeschool Teacher to discuss progress, turn in quality work samples, and complete their Student Activity Logs (Attendance Logs) in order to make requests for extracurricular educational activities (e.g., non-core curriculum items) through Enrichment Ordering System.
7. **Questions:** If Charter School families have any questions about this policy or how to make requests for educational items and services, please contact Senior Director, Amy Davis at amy@inspireschools.org

VENDOR AGREEMENT

This Vendor Agreement ("Agreement") is made between **Mission Vista Academy** ("School"), a California nonprofit public corporation ~~that operates a public charter school~~ and _____ ("Vendor").



RECITALS

WHEREAS, School fosters successful student achievement through a quality, personalized, and standards-based education program featuring unique and hands-on experiential learning experiences;

WHEREAS, Vendor is engaged in the businesses of providing experienced and qualified educational services as set forth in **Exhibit A**; and

WHEREAS, School desires to retain Vendor for the purpose of providing the services described herein for the benefit of the School, families, and students.

NOW, THEREFORE, in consideration of the foregoing recitals, the promises and the mutual covenants contained herein, and for other good, valuable and sufficient consideration, the parties agree as follows:

SECTION 1. TERM and TERMINATION.

- a. Term: This Agreement shall be effective as of **[INSERT DATE]** ~~until June 30, 2020 (the "Initial Term").~~ **[INSERT DATE]**.
- b. Termination: Vendor may terminate this Agreement for cause after providing sixty (60) days advance written notice to School. School may terminate this Agreement at any time, with or without cause in its sole discretion with same-day written notice. Upon termination, School shall pay Vendor for all necessary and approved Services rendered pursuant to this Agreement and relevant "Enrichment Certificate(s)" (defined below) up to the effective date of termination. School has no obligation to pay Vendor for any Services provided after the effective date of termination. The termination of this Agreement constitutes a termination of any active invoices and Enrichment Certificates.

SECTION 2. SERVICES.

- a. Scope of Services: Vendor is hereby engaged by School to perform the student enrichment services specified in **Exhibit A**, incorporated herein by reference ("Services"), subject to the terms and conditions contained herein. Vendor assumes full responsibility for the performance of the Services provided under

the terms of this Agreement. School does not guarantee any minimum amount of work by this Agreement.

- b. No Authority to Bind School: Vendor understands and agrees that Vendor lacks the authority to bind School contractually, conduct business on School's behalf, or incur any obligations on behalf of School. Specifically, Vendor agrees not to represent himself/herself or any Vendor employees, agents, or contractors as an employee of School in any capacity, including, but not limited to, when interacting with School students, parents, vendors, or employees.
- c. Responsibility for Performance: Vendor assumes full responsibility for the performance of Vendor's duties under the terms of this Agreement and warrants that Vendor and its employees, contractors, and other agents are fully qualified in Vendor's specialized skill or expertise to perform such duties. Vendor will not enter into any contract or engagement that conflicts or interferes with Vendor's duties under this Agreement.
- d. Compliance with Charter Petition and Law: Except when otherwise expressly required by applicable law, School shall not be responsible for monitoring Vendor's compliance with the law, charter petition, and Agreement. Vendor acknowledges that School must comply with Education Code § 220's prohibitions against discrimination, obligations to provide a free appropriate education to students with exceptional needs pursuant to the Individuals with Disabilities Education Act ("IDEA") and Section 504 of the Rehabilitation Act, and be non-sectarian in its programs. Vendor must be non-sectarian in any Services provided to School students. Vendor shall ensure its performance of its Services complies with these legal and charter petition requirements. If Vendor performs any Services in a manner that is contrary to law, Vendor shall bear all claims, costs, losses and damages (including, but not limited to, reasonable attorneys' fees and costs) arising therefrom.
- e. Service Limitations: Vendor shall not serve a School student for more than twelve (12) core academic hours including math, language arts, social studies, science and world language during the school week (Monday to Friday from 8:00 am to 2:30 pm) under this Agreement or any other arrangement (e.g., Student participation in a Vendor program outside of School activities); excepting visual and performing arts, CTE pathways, robotics, and physical activities including dance, gymnastics, karate, and other similar activities, as approved by the supervising teacher.
- f. No Private School Affiliation: Vendor certifies that it is not, nor is it affiliated with, a private school that submitted an affidavit to register with the California Department of Education and is listed on the state's Private School Directory ("Private School"). Vendor affirms the Services shall not be provided at a Private School. Vendor affirms that it will not confer any compensation received for performing Services under this Agreement to a Private School.

- g. Prohibited Conflicts: Vendor is prohibited from providing Services under this Agreement to a relative (e.g., child, grandchild, niece/nephew, sibling, etc.) of the Vendor (or its employees). School shall not be responsible for paying Vendor for the prohibited services described herein.

SECTION 3. PAYMENT.

- a. Enrichment Certificate: School requests Services from Vendor through **School's issuance of** an Enrichment Certificate. School is not responsible **to pay for any the** costs of Services without issuance of an Enrichment Certificate. The Enrichment Certificate will detail requested Services, dates of Services, fees for Services, and other relevant information. Vendors must first receive an Enrichment Certificate before providing Services to students. School does not pay for Services in advance. If an Enrichment Certificate expires, Vendor must cease providing Services until it receives another Enrichment Certificate.
- b. Vendor Invoice: School shall pay Vendor for Services performed through invoices. Vendor will remit one (1) itemized invoice after completing the Services pursuant to an Enrichment Certificate. Vendors should submit invoices to **[INSERT CONTACT INFORMATION]**. School will endeavor to pay undisputed invoice amounts within thirty (30) days of receipt.
- c. Termination of Enrichment Certificate: School may terminate an Enrichment Certificate at any time, with or without cause in its sole discretion with same-day written notice. School shall pay Vendor the undisputed amounts for Services already performed under the Enrichment Certificate.
- d. Incurred Costs: Any damages or costs incurred by School, including replacement costs, as a result of Vendor's failure to competently perform under this Agreement may be deducted by School from any amounts owed to Vendor.
- e. Use of School's Name: Vendor shall not use the name, insignia, mark, or any facsimile of the School for any purpose, including but not limited to advertising, client lists, or references, without the advance written authorization of the School.

SECTION 4. GENERAL CONDITIONS FOR VENDOR PERFORMANCE.

- a. Vendor Qualifications: Vendor represents it has the qualifications, skills and, if applicable, the certification and licenses necessary to perform the Services in a competent, and professional manner, without the advice or direction of School. Upon School's request, Vendor shall provide copies of certification or licensure. Subject to the terms of this Agreement, Vendor shall render all Services hereunder in accordance with this Agreement and **Exhibit A**, Vendor's independent and professional judgment and in compliance with all applicable laws and with the generally accepted practices and principles of Vendor's trade. Vendor is customarily engaged in the independently established trade, occupation, or business of the same nature as the Services performed.

- b. Relationship: The School is not an employer of Vendor or its employees, contractors, or agents and shall not supervise individuals as such in carrying out the Services to be performed by Vendor under the terms of this Agreement. It is expressly understood between the parties that Vendor and its employees, contractors, and agents are not employee(s) of School.
- c. Licenses: Vendor warrants that Vendor is engaged in an independent and bona fide business operation, markets him/her/itself as such, is in possession of a valid business license/insurance when required, and is providing or capable of providing similar services as set forth in **Exhibit A** to others.
- d. No Training or Instruction: Although School may at times provide information concerning its business and students to Vendor, School will not provide any training or instruction to Vendor concerning the manner and means of providing the Services that are subject to this Agreement because Vendor warrants that Vendor is highly skilled in its industry.

SECTION 5. TAXES. Because Vendor is not an employee of School, all compensation called for under this Agreement shall be paid without deductions or withholdings, and will be accompanied by an IRS Form 1099, as applicable, at year end. Vendor is responsible for the reporting and payment of any state and/or federal income tax or other withholdings on the compensation provided under this Agreement or any related assessments. In addition, Vendor shall fill out and execute a Form W-9. In the event that the Internal Revenue Service or the State of California should determine that Vendor or its employee(s) is/are an employee of School subject to withholding and social security contributions, Vendor acknowledges consistent with this Agreement that all payments due to Vendor under this Agreement are gross payments, and the Vendor is solely responsible for all income taxes, social security payments, or other applicable deductions thereon.

SECTION 6. BENEFITS. Vendor and its employees, contractors, and agents are not entitled to the rights or benefits that may be afforded to School employees including, but not limited to, disability, workers' compensation, unemployment benefits, sick leave, vacation leave, medical insurance and retirement benefits. Vendor is solely responsible for providing at Vendor's own expense, disability, unemployment, workers' compensation and other insurance for Vendor and any of its employees, contractors, and agents. ~~Vendor shall further maintain at its own expense any permits, credentials, certifications and/or licenses necessary to provide the Services and shall provide any training necessary for its employees, contractors, and agents to perform all Services under this Agreement.~~

SECTION 7. MATERIALS. Vendor will furnish at its own expense all materials, equipment and supplies used to provide the Services.

SECTION 8. BACKGROUND CHECK AND SAFETY REQUIREMENTS.

- a. Background Check: Vendor shall ensure its employees, agents, and contractors working directly with School students complete a criminal background check through the Department of Justice ("DOJ") in accordance with Education Code section 45125.1. Vendor certifies to School that no one working on behalf of Vendor (e.g., Vendor employees, agents, or contractors) working with School students have been convicted or have pending charges of a violent or serious felony as defined in Penal Code sections 667.5(c) and 1192.7(c). The cost of the background check is the Vendor's responsibility.
- b. First Aid & CPR Certification: Upon School's request, Vendor shall ensure its employees, agents, or contractors obtain First-Aid and CPR Certification. Vendors shall implement safety policies and procedures related to emergency response and accident reporting reasonable for the Services.
- c. Supervision: Vendor is responsible for supervising and ensuring students have a safe environment from the time they are dropped off to receive Services and until the responsible party picks them up. Students may not be left unattended during Vendor's provision of Services. Students shall not interact in one-on-one settings with Vendor (or its employees) without the School's express written permission. Vendor may not transport students without School's express written permission.
- d. Student Discipline: Vendor acknowledges that School is responsible for managing and overseeing the education program, which incorporates the Vendor's enrichment services. Vendor must immediately notify School when students act inappropriately and may require discipline. School is responsible for issuing discipline to students. ~~If Vendor learns a student may pose a health or safety threat to himself/herself or to other individuals, Vendor must immediately notify the School.~~ If Vendor wishes to remove a participant from their Services, the Vendor shall notify School and the parties will discuss appropriate measures.
- e. Reporting Bullying and Harassment Incidents to School: To the fullest extent allowed by law, Vendor shall immediately notify School if it becomes aware of any incident of bullying, discrimination, harassment, or sexual harassment at Vendor's place of business, during Vendor's provision of Services, or otherwise involving School students, Vendor, or Vendor's employees, contractors, or agents in any way. If Vendor learns a student may pose a health or safety threat to himself/herself or to other individuals, Vendor must immediately notify the School.
- f. Training: Vendor shall ensure its employees, contractors, or agents who interact with School students participate in sexual harassment prevention training before providing Services under this Agreement. Upon School's request, Vendor shall provide proof of compliance with this training requirement

SECTION 9. INDEMNIFICATION AND INSURANCE.

- a. Indemnification: To the maximum extent allowable by law, Vendor will indemnify, defend, and hold harmless School, its officers, directors, employees, agents and volunteers from and against all claims, demands, losses, costs, expenses, obligations, liabilities, damages, recoveries, and deficiencies, including interest, penalties, attorneys' fees, and costs that such entities or persons may incur that arise out of or relate to this Agreement or the alleged negligence, recklessness or willful misconduct of Vendor, including of Vendor's officers, directors, employees, subcontractors, agents, representatives, volunteers, successors, assigns or anyone for whom Vendor is legally responsible. Vendor's indemnity, defense and hold harmless obligations shall survive the termination of this Agreement. To the maximum extent allowable by law, Vendor also agrees to hold harmless, indemnify, and defend School from any and all liability, damages, or losses (including reasonable attorneys' fees, costs, penalties, and fines) School suffers as a result of (a) Vendor's failure to meet its obligations under Sections 4-6, or (b) a third party's designation of Vendor or Vendor's employees, agents, or contractors as an employee of School regardless of any actual or alleged negligence by School.
- b. General Liability Insurance Limits: Vendor agrees to maintain general liability insurance coverage, including both bodily injury and property damage, with at least the following coverage limits:
 - i. \$1,000,000 per occurrence
 - ii. \$2,000,000 general aggregate
 - iii. \$500,000 personal & advertising injury
- c. Additional Insurance Requirements: Vendor's insurance shall constitute primary coverage for any loss or liability arising from or relating to this Agreement and any insurance held by School shall constitute secondary, excess coverage. School may require additional insurance coverage depending on the Services and shall communicate these insurance requirements to the Vendor in conjunction with the provision of an Enrichment Certificate. Vendor's insurance policies required under this Agreement shall name School as additionally insured.

SECTION 10. CONFIDENTIALITY.

- a. Confidential Information: Vendor acknowledges that during the course of performing Services, Vendor may become privy to confidential, privileged and/or proprietary information important to the School. Vendor further acknowledges its obligations under the Family Educational Rights and Privacy Act ("FERPA") and California Uniform Trade Secrets Act. Vendor shall ensure that all of its employees, agents and contractors agree to the requirements of this section prior to receiving any Confidential Information (defined below). Vendor shall not use or disclose during or after the term of this Agreement, without the prior

written consent of School, any information relating to School's employees, directors, agents, students or families, or any information regarding the affairs or operations of School, including School's confidential/proprietary information and trade secrets ("Confidential Information"). Confidential Information, whether prepared by or for the School, includes, without limitation, all of the following: education records, student rosters, medical records, personnel records, information technology systems, financial and accounting information, business or marketing plans or strategies, methods of doing business, curriculum, lists, email addresses and other information concerning actual and potential students or vendors and/or any other information Vendor reasonably should know is treated as confidential by the School. The only allowed disclosures of Confidential Information are (i) with prior written consent of School; (ii) after the information is generally available to the public other than by reason of a breach by Vendor of this agreement to maintain confidentiality; (iii) after the information has been acquired by Vendor through independent means and without a breach of Vendor's duties to School under this Agreement or otherwise; or (iv) pursuant to the order of a court or other tribunal with jurisdiction if Vendor has given School adequate notice so that School may contest any such process. Personally identifiable student information may only be used as necessary to meet Vendor's obligations under this Agreement.

Vendor shall not use any Confidential Information (e.g., student or parent contact information) to market any products or services to School parents or students without School's express written permission. Vendor must take all necessary and appropriate steps to protect and safeguard all of School's Confidential Information and proprietary information from unauthorized disclosure.

- b. Disclosure of Records: School will provide Vendor with those records requested by Vendor that are reasonably necessary to allow Vendor to perform the Services. Vendor shall use any such records only for the purpose provided and not for the benefit of any other person or entity. Upon termination of this Agreement or School's request, Vendor will immediately surrender to School or destroy all Confidential Information and other materials provided to Vendor by School, including all physical copies, drafts, digital or computer versions.

SECTION 11. ENTIRE AGREEMENT. This Agreement and its incorporated exhibits constitute the entire agreement between the parties with respect to the subject matter contained herein and supersede all agreements, representations and understandings of the parties with respect to such subject matter made or entered into prior to the date of this Agreement.

SECTION 12. DISPUTE RESOLUTION.

- a. Informal Dispute Resolution: If there is any dispute or controversy between the parties arising out of or relating to this Agreement, the parties shall first meet and confer informally in an attempt to resolve the issue.

- b. Mediation: If reasonable efforts at informal resolution are unsuccessful, the parties shall participate in a mediation with a mutually-agreed upon mediator. Any costs and fees, other than attorneys' fees, associated the mediation shall be shared equally by the parties.
- c. Arbitration: If School has paid more than \$25,000 to Vendor for Services since the start of the previous fiscal year, and efforts to resolve the dispute at mediation are unsuccessful, the parties agree that such dispute will be submitted to private and confidential arbitration by a single neutral arbitrator through Judicial Arbitration and Mediation Services, Inc. ("JAMS") at the nearest JAMS location, or other service agreed upon by both parties, and that such arbitration will be the exclusive final dispute resolution method under this Agreement. The JAMS Streamlined Arbitration Rules & Procedures in effect at the time the claim or dispute is arbitrated will govern the procedure for the arbitration proceedings between the parties. The arbitrator shall not have the power to modify any of the provisions of this Agreement. The decision of the arbitrator shall be final, conclusive and binding upon the parties hereto, and shall be enforceable in any court of competent jurisdiction. The party initiating the arbitration shall advance the arbitrator's initial fee. Otherwise and thereafter, each party shall bear their own costs of the arbitration proceeding or litigation to enforce this Agreement, including attorneys' fees and costs. Except where clearly prevented by the area in dispute, both parties agree to continue performing their respective obligations under this Agreement until the dispute is resolved, subject to the right to terminate this Agreement. Nothing in this Agreement is intended to prevent either party from obtaining injunctive or equitable relief in court to prevent irreparable harm pending the conclusion of any such arbitration.

SECTION 13. MODIFYING THE AGREEMENT. No supplement, modification, or amendment of this Agreement shall be binding unless in writing and executed by both parties.

SECTION 14. NO WAIVER. No waiver of any provision of this Agreement shall constitute, or be deemed to constitute, a waiver of any other provision, nor shall any waiver constitute a continuing waiver. No waiver shall be binding unless executed in writing by the party making the waiver.

SECTION 15. NO ASSIGNMENT. No party shall assign this Agreement, any interest in this Agreement, or its rights or obligations under this Agreement without the express prior written consent of the other party. This Agreement shall be binding on, and shall inure to the benefit of, the parties and their respective permitted successors and assigns.

SECTION 16. SEVERABILITY. If any provision of this Agreement is invalid or contravenes applicable law, such provision shall be deemed not to be a part of this Agreement and shall not affect the validity or enforceability of its remaining

provisions, unless such invalidity or unenforceability would defeat an essential business purpose of this Agreement.

SECTION 17. GOVERNING LAW. This Agreement shall be governed by and interpreted under the laws of the State of California.

SECTION 18. AUTHORITY TO CONTRACT. Each party warrants to the other that it has the authority to enter into this Agreement, that it is a binding and enforceable obligation of said party, and that the undersigned has been duly authorized to execute this Agreement.

SECTION 19. NOTICES. All notices and other communications in connection with this Agreement shall be in writing and shall be considered given as follows:

(a) When delivered personally to the recipient's address as stated on this Agreement; (b) three days after being deposited in the United States mail, with postage prepaid to the recipient's address as stated on this Agreement; (c) via email address as stated on this Agreement.

Notice is effective upon receipt provided that a duplicate copy of the notice is promptly given by first class mail, or the recipient delivers a written confirmation of receipt.

If to Vendor:

(Please fill in with your information)

Business: _____

Name: _____

Title: _____

Address: _____

Email: _____

Phone: _____

If to School:

[INSERT CONTACT]

Vendor Administrator

[INSERT ADDRESS]

[INSERT EMAIL ADDRESS]

[INSERT PHONE NUMBER]

SECTION 20. COUNTERPARTS. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original and all of which together shall constitute one instrument. A faxed or emailed .pdf or other electronic copy of

the fully executed original version of this Agreement shall have the same legal effect as an executed original for all purposes.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date above.

MISSION VISTA ACADEMY

VENDOR

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

EXHIBIT A

Detailed List of Vendor Services and Prices

*Anything not listed will not be approved

Services Offered:

Grade Level and Price:

\$ _____ Per _____

TK – K	
Grade 1-5	
Grade 6-8	
Grade 9-12	

\$ _____ Per _____

TK	K
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TK - K	
Grade 1-5	
Grade 6-8	
Grade 9-12	

\$ _____ Per _____

TK	K
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IK - K	
Grade 1-5	
Grade 6-8	
Grade 9-12	

Cancellation & Refund Policy

Services that are not rendered are subject to a full refund. Refunds must be credited back to the school.

Name of Owner/Director: _____

Signature: _____ **Date:** _____