



MEETING AGENDA - iLEAD Agua Dulce Board

Any public records relating to an agenda item for an open session of the Board which are distributed to all, or a majority of all of the Board members shall be available for public inspection at the main office of the school between 9:00 am and 3:30 pm.

Meeting

Meeting Date Tuesday, November 5, 2024
Start Time 4:00 PM
End Time 5:00 PM
Location Address: 11311 Frascati Street, Agua Dulce, CA 9190
Zoom Meeting: <https://zoom.us/j/5395735793>
Meeting ID: 539 573 5793
Dial in Number: 1-669-900-6833

Purpose Regular Scheduled Meeting

Agenda

1. Opening Items

1.1. Call The Meeting To Order (4:00 PM - 4:00 PM)

1.2. Roll Call (4:00 PM - 4:00 PM)

1.3. Pledge Of Allegiance (4:00 PM - 4:00 PM)

1.4. Board Meeting Agenda (4:00 PM - 4:00 PM)

Discuss and take action on the Board Meeting Agenda.

Due date: 11/5/2024

1.5. Board Meeting Minutes (4:00 PM - 4:00 PM)

Discuss and take action on the Board Meeting Minutes.

Due date: 11/5/2024

Documents

- Minutes-2024-09-10-v1.pdf

2. Curriculum Moment

2.1. Curriculum Moment (4:00 PM - 4:00 PM)

3. Public Comments

3.1. Public Comments (4:00 PM - 4:00 PM)



The public may address the iLEAD Agua Dulce governing board regarding any item within the Board's jurisdiction whether or not that item appears on the agenda during this time. If you wish to address the Board, please complete a public comment card. Comments for the public will be limited to 3 minutes.

4. Consent Items

4.1. Personnel Report (4:00 PM - 4:00 PM)

Due date: 11/5/2024

Documents

- 11.05.24.24 AguaDulce_PersonnelReport.pdf
 - 10.8.24 AguaDulce_PersonnelRepor.pdf
-

4.2. Check Register (4:00 PM - 4:00 PM)

Due date: 11/5/2024

Documents

- iAD Payment Register Summary_20241002.pdf
 - iAD Payment Register_20241002.pdf
-

5. Discussion And Reports

5.1. iLEAD Agua Dulce State of The School (4:00 PM - 4:00 PM)

Discussion school data, school goals, and School Director evaluation process.

6. Action Items

6.1. 2023-2024 Unaudited Actuals (4:00 PM - 4:00 PM)

Discuss and take action regarding the 2023-2024 unaudited actuals.

Documents

- unaudited actuals 23.24 agua dulce.pdf
-

6.2. Work Experience Education Plan (4:00 PM - 4:00 PM)

Discuss and take action regarding the Work Experience Education Plan

Documents

- AD WEE District Plan - FINAL.pdf
-

6.3. Alternate Pathway to a Diploma for Students with Disabilities Policy (4:00 PM - 4:00 PM)

Discuss and take action regarding the Alternate Pathway To Diploma for Students with Disabilities Policy.

Documents

- Agua Dulce Alternative Pathways To A Diploma For SWD Policy (2).pdf
-

6.4. Revised Comprehensive Safety Plan (4:00 PM - 4:00 PM)

Discuss and take action regarding the revised Comprehensive Safety Plan.



Documents

- _iLEAD Agua Dulce School Safety Plan 2024-2025 (1).pdf

6.5. Board Roles

(4:00 PM - 4:00 PM)

Discuss and take action regarding the position of Board Secretary.

Documents

- AD Bylaws Bd Appd 8-28-18.pdf

7. Board Comments

7.1. Board Comments

(4:00 PM - 4:00 PM)

8. Closing Items

8.1. Next Meeting Date

(4:00 PM - 4:00 PM)

Next Board Meeting scheduled for December 10, 2024 at 4pm.

Board Members mark their calendars and confirm quorum.

8.2. Adjournment

(4:00 PM - 4:00 PM)

Please note: items on the agenda may not be addressed in the order they appear. The Board of Directors may alter the order at their discretion.

- **Board Room Accessibility:** The Board of Directors encourage 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 office at least 48 hours before the scheduled Board of Directors 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).]

The Secretary of the Board of Directors, hereby certifies that this agenda was publicly posted 72 or 24 hours prior to the meeting as required by law.



MEETING MINUTES - iLEAD Agua Dulce Board

Meeting

Date Tuesday, September 10, 2024
Started 4:00 PM
Ended 4:30 PM
Location Address: 11311 Frascati Street, Agua Dulce, CA 9190
Zoom Meeting: <https://zoom.us/j/5395735793>
Meeting ID: 539 573 5793
Dial in Number: 1-669-900-6833

Purpose Regular Scheduled Meeting
Chaired by Christine Johnson
Recorder Laura Jaeggi

Minutes

1. Opening Items

1.1. Call The Meeting To Order

Meeting was called to order at 4:00pm

Status: Completed

1.2. Roll Call

Kurt Knetchel: present

Michelle Guzman: present

Adriana Sanchez: present

Christine Johnson: present

Status: Completed

1.3. Pledge Of Allegiance

Pledge of Allegiance was recited

Status: Completed

1.4. Board Meeting Agenda

Discuss and take action on the Board Meeting Agenda.

Motion: Kurt

Second: Michelle

Kurt: Yes

Michelle: Yes



Adriana: Yes

Christine: Yes

Due date:

Status: Completed

1.5. Board Meeting Minutes

Discuss and take action on the Board Meeting Minutes.

Motion: Kurt

Second: Michelle

Kurt: Yes

Michelle: Yes

Adriana: Yes

Christine: Yes

Due date:

Status: Completed

Documents

- Minutes-2024-06-25-v1.pdf
-

2. Public Comments

2.1. Public Comments

The public may address the iLEAD Agua Dulce governing board regarding any item within the Board's jurisdiction whether or not that item appears on the agenda during this time. If you wish to address the Board, please complete a public comment card. Comments for the public will be limited to 3 minutes.

Members of the public addressed the Board on items not on the agenda the agenda regarding employment agreements, compensation, and guidebook.

Status: Completed

3. Consent Items

3.1. Personnel Report

Motion: Michelle

Second: Kurt

Kurt: Yes

Michelle: Yes

Adriana: Yes

Christine: Yes

Due date:



Status: Completed

Documents

- PersonnelReport_AguaDulce_09.10.24.pdf
-

3.2. Check Register

Motion: Michelle

Second: Kurt

Kurt: Yes

Michelle: Yes

Adriana: Yes

Christine: Yes

Due date:

Status: Completed

Documents

- iAD Payment Register Summary_20240904.pdf
 - iAD Payment Register_20240904.pdf
-

3.3. 2024/2025 Insurance Contracts

Motion: Michelle

Second: Kurt

Kurt: Yes

Michelle: yes

Adriana: Yes

Christine: yes

Due date:

Status: Completed

Documents

- iAD Benefits Listing for Board 8.29.2024.pdf
 - 2022-2023-2024 Overall Premium Breakdown.xlsx - Agua Dulce.pdf
-

3.4. Revised Certificate of Signatures

Motion: Michelle

Second: Kurt

Kurt: Yes

Michelle: yes

Adriana: Yes

Christine: Yes

Due date:



Status: Completed

Documents

- iLEADAguaDulce_ Certification of Signatures_202409.pdf
-

4. Discussion And Reports

4.1. School Director Report

Wendy Maxwell presented the school director report

Status: Completed

Documents

- Site Director Board Report 9-10-24 .docx
-

5. Action Items

5.1. 2023/2024 Education Protection Account

Discuss and take action regarding annual 23/24 Educational Protection Account Resolution as required by CDE.

Kelly O'Brien, iCA support, presented the EPA document and answered questions of the Board.

Motion: Kurt

Second: Michelle

Kurt: Yes

Michelle: Yes

Adriana: Yes

Christine: Yes

Due date:

Status: Completed

Documents

- FY23.24 iLEAD Agua Dulce EPA Resolution.pdf
-

5.2. Board Member Terms

Discuss and take action regarding extending Kurt's terms for an additional 3 years.

Motion: Michelle

Second: Adriana

Kurt: Yes

Michelle: Yes

Adriana: Yes

Christine: Yes

Due date:



Status: Completed

5.3. Revised Curriculum and Instruction Independent Study Policy

Discuss and take action on the revised policy.

Lara Durrell, iCA support staff, presented new Independent Study policy and answered questions of the Board.

Motion: Kurt

Second: Adriana

Kurt: Yes

Michelle: Yes

Adriana: Yes

Christine: Ye

Due date:

Status: Completed

Documents

- September 2024 Revised AD_ Independent Study Policy.pdf
-

6. Board Comments

6.1. Board Comments

Michelle announced that this would be her last board meeting and would be stepping down as a member.

Kurt asked staff about the Employee Guidebook.

Status: Completed

7. Closing Items

7.1. Next Meeting Date - October 8, 2024 @ 4:00 pm

Status: Completed

7.2. Adjournment

Meeting was adjourned at 4:30pm

Status: Completed

EMPLOYMENT - NEW HIRES

Gilbert, Alexa

Business Manager PT Hourly (backfill)

09.05.24

RESIGNATIONS/TERMINATIONS

Kim, Timothy

Educational Facilitator

09.13.24

STATUS CHANGE

NA

EMPLOYMENT - NEW HIRES

N/A

RESIGNATIONS/TERMINATIONS

N/A

STATUS CHANGE

So, Jacqueline	From PT to FT	10.01.24
So, Jacqueline	New titles - Office Assistant/Health Aide	10.01.24

Company Name: iLEAD Agua Dulce
Report Name: Payment Register Summary
Report Title 2: Mission Valley Bank
Footer Text: 09/05/24-10/02/24

GL Account #	GL Account Description	Total
3401	Health & Welfare Benefits - Credentialed positions	17,112.68
3402	Health & Welfare Benefits - Classified positions	4,007.98
3702	Retiree Benefits - Classified positions	424.94
4110	Core Curriculum - Texts, Workbooks, etc	16,897.85
4120	Core Curriculum - Software & Programs	8,775.09
4305	Educational Supplies (Classroom, Project, SpEd, Etc)	3,627.75
4310	Science Supplies	190.00
4315	Art Supplies	1,034.71
4320	PE Supplies	259.26
4325	Custodial Supplies	2,166.69
4330	Health & Safety	580.84
4335	Home Study Stipend	4,850.70
4340	Office Supplies	2,693.78
4345	Printing & Reproduction Supplies	289.48
4355	Facilities Supplies	1,494.66
4420	NonClassroom Furniture & Equipment	317.54
4430	IT Equipment & Supplies	831.63
5210	Travel for PD, Conferences, & School Development	56.68
5230	Conference & Workshop Registration Fees	850.00
5310	Professional Dues, Memberships, and Subscriptions	9,570.00
5510	Utilities - Electricity	19,843.64
5560	Operations - Security	257.60
5610	Rent - Facilities Rent and CAM Charges	210,621.29
5630	Repairs & Maintenance - Facilities	3,045.00
5801	Professional Services - Service Fees	73,937.51
5822	Operating Expenditures - Licenses & Other Fees	2,159.79
5827	Operating Expenditures - Other Benefit Fees	8,608.26
5830	Operating Expenditures - Marketing & Advertising	1,608.70
5840	Operating Expenditures - Software Licenses	79.20
5850	Student Services Expenditures - Student Information System	519.73
5852	Student Services Expenditures - Special Education Contracted Services	42,452.98
5853	Student Services Expenditures - Student & Group Activities	1,474.87
5854	Student Services Expenditures - Electives & Enrichment	178.75
5855	Student Services Expenditures - Substitutes	5,814.00
5910	Telephone & Fax	2,051.22
5920	Internet Services	799.92
5940	Postage Expense	38.00
9310	Prepaid Expenditures (Expenses)	1,540.00
9519	Accounts Payable (Other)	173,533.92
9530	Employee Benefits Payable	58.31
9536	403b Payable	675.00
9544	Credit Card Payable - iAD	1,888.57
Grand Total		\$ 627,218.52

Company Name: iLEAD Agua Dulce
Report Name: Payment Register Summary
Report Title 2: Mission Valley Bank
Footer Text: 10/03/24-10/30/24

GL Account #	GL Account Description	Total
3401	Health & Welfare Benefits - Credentialed positions	1,497.82
3402	Health & Welfare Benefits - Classified positions	333.66
3702	Retiree Benefits - Classified positions	187.49
4110	Core Curriculum - Texts, Workbooks, etc	170.00
4130	Other Curriculum	6,240.00
4220	Other Books & References	217.21
4305	Educational Supplies (Classroom, Project, SpEd, Etc)	360.00
4310	Science Supplies	0.00
4315	Art Supplies	9.84
4325	Custodial Supplies	2,893.40
4330	Health & Safety	345.16
4335	Home Study Stipend	2,584.37
4340	Office Supplies	1,350.20
4345	Printing & Reproduction Supplies	240.00
4355	Facilities Supplies	3,252.23
5230	Conference & Workshop Registration Fees	2,275.00
5510	Utilities - Electricity	9,306.60
5540	Utilities - Trash	4,505.34
5560	Operations - Security	863.99
5630	Repairs & Maintenance - Facilities	8,748.00
5808	Professional Services - Legal Fees	50,257.50
5824	Operating Expenditures - Fundraising & Grantwriting	2,753.31
5827	Operating Expenditures - Other Benefit Fees	5,329.98
5829	Operating Expenditures - Events	1,775.00
5830	Operating Expenditures - Marketing & Advertising	600.00
5850	Student Services Expenditures - Student Information System	1,836.44
5853	Student Services Expenditures - Student & Group Activities	1,330.00
5854	Student Services Expenditures - Electives & Enrichment	42.93
5855	Student Services Expenditures - Substitutes	7,238.00
5856	Student Services Expenditures - Student Transportation	1,000.00
5910	Telephone & Fax	1,181.36
5920	Internet Services	399.96
5940	Postage Expense	30.18
9310	Prepaid Expenditures (Expenses)	3,996.09
9530	Employee Benefits Payable	637.70
9536	403b Payable	225.00
9544	Credit Card Payable - iAD	515.64
Grand Total		\$ 124,529.40

Company name: iLEAD Agua Dulce
Report name: Payment Register
Report title 2: Mission Valley Bank
Footer Text: 09/05/24-10/02/24
Location: 118--iLEAD Agua Dulce

Date	Vendor	Amount
9/9/24	JIVE000--GoTo Technologies USA, LLC	432.49
9/9/24	LEGA003--Legal Shield	15.95
9/9/24	GENE003--Generation Genius, Inc.	1,795.00
9/9/24	KAIS000--Kaiser Foundation Health Plan	6,613.89
9/9/24	A100000--Brandon Willard	540.00
9/9/24	AMAZ100--Amazon Capital Services (iCA)	2,127.65
9/10/24	DANC007--Dancin' In Acton, Inc.	300.00
9/10/24	LAVI000--LaVine, Lauren	150.00
9/10/24	WEST000--West Coast Music Academy [S]	132.00
9/10/24	THEH000--Hidden Discovery, LLC	88.00
9/10/24	SCHO009--School Pathways LLC	67.97
9/10/24	AMAZ100--Amazon Capital Services (iCA)	30.72
9/10/24	CHAR118B--Charter Communications 3501	399.96
9/10/24	FIDE000--Fidelity Security Life Insurance Company	220.89
9/10/24	FIDE000--Fidelity Security Life Insurance Company	74.76
9/10/24	SCOO000--Scoot Education	1,316.00
9/10/24	CIGN000--Cigna Healthcare	1,132.45
9/10/24	ILEA300--iLEAD California	73,937.51
9/10/24	NATI000--National Benefit Services	244.20
9/10/24	NATI000--National Benefit Services	450.00
9/11/24	EDI118A--Southern California Edison 9069	8,637.20
9/11/24	MCCA000--McCalla Company	377.21
9/11/24	ATT118A--AT&T 9839.	807.66
9/11/24	AMAZ100--Amazon Capital Services (iCA)	74.17
9/11/24	LEAR004--Learning Without Tears	775.05
9/11/24	MELL000--Mellady Direct Marketing	79.94
9/11/24	CHAR118B--Charter Communications 3501	399.96
9/11/24	SUNL000--Sun Life Assurance Company of Canada	249.68
9/11/24	SANC003--Miranda Sanchez	162.71
9/11/24	ILEA300--iLEAD California	36,149.70
9/11/24	RAMP118--Ramp	1,888.57
9/12/24	MCCA000--McCalla Company	280.00
9/12/24	AMAZ100--Amazon Capital Services (iCA)	1,693.52
9/13/24	ATT118A--AT&T 9839.	811.07
9/13/24	MCCA000--McCalla Company	833.10
9/13/24	BAY118A--Bay Alarm Company 3872*	257.60
9/13/24	MATH000--The Math Learning Center	296.10
9/13/24	OPEN003--Open Up Resources	11,705.56
9/13/24	SCOO000--Scoot Education	329.00
9/13/24	ACCR000--WASC Accrediting Commission for Schools	640.00
9/13/24	SCHO009--School Pathways LLC	850.00

Date	Vendor	Amount
9/16/24	RONA000--The Ronald Reagan Presidential Foundation	495.00
9/16/24	KIMT000--Timothy Kim	56.68
9/16/24	MATH000--The Math Learning Center	3,933.90
9/16/24	ACCR000--WASC Accrediting Commission for Schools	1,230.00
9/17/24	ILEA300--iLEAD California	79.20
9/17/24	AMAZ100--Amazon Capital Services (iCA)	5,023.05
9/17/24	JYSI000--J&Y Silkscreen Inc	979.87
9/17/24	SCHO009--School Pathways LLC	451.76
9/17/24	INTE000--International Baccalaureate Organization	9,240.00
9/17/24	PANT000--Panther Pest Control	975.00
9/17/24	ACTO000--Acton-Agua Dulce Unified School District	384,155.21
9/17/24	AMAZ100--Amazon Capital Services (iCA)	138.36
9/18/24	EDI118A--Southern California Edison 9069	11,206.44
9/18/24	AMAZ100--Amazon Capital Services (iCA)	861.36
9/20/24	SPEC003--Specialized Therapy Services	2,741.73
9/23/24	WEXH000--WEX Health Inc.	6.80
9/23/24	AMAZ100--Amazon Capital Services (iCA)	94.24
9/24/24	CAHF000--CAHFS	190.00
9/24/24	CAVO001--Cavallo Electric Contractor Inc	1,250.00
9/24/24	SPEC003--Specialized Therapy Services	3,561.55
9/24/24	ILEA300--iLEAD California	1,785.00
9/24/24	AMAZ100--Amazon Capital Services (iCA)	697.29
9/25/24	UNDE000--Underwood Family Farms*	51.00
9/25/24	ILEA300--iLEAD California	5,781.25
9/25/24	NATI000--National Benefit Services	405.74
9/26/24	KIWI000--KIWICO [P]	102.25
9/26/24	SUNL000--Sun Life Assurance Company of Canada	175.49
9/27/24	ILEA300--iLEAD California	182.00
9/27/24	NONS000--Nonstop Administration & Insurance Services, Inc.	8,601.46
9/30/24	SANC003--Miranda Sanchez	156.61
9/30/24	EXPL005--ExploreLearning, LLC	920.00
9/30/24	ILEA300--iLEAD California	374.79
9/30/24	KAIS000--Kaiser Foundation Health Plan	12,666.96
9/30/24	ELEM000--Elementalscience [P]	143.49
9/30/24	RAIN000--Rainbow Resource Center Inc [P]	1,344.47
9/30/24	GENE003--Generation Genius, Inc.	598.00
9/30/24	EVAN002--Evan-Moor Educational Publishers [P]	1,941.49
9/30/24	AMAZ100--Amazon Capital Services (iCA)	749.50
10/1/24	MCCA000--McCalla Company	654.68
10/1/24	SCOI001--Scoir, Inc	96.84
10/1/24	MELL000--Mellady Direct Marketing	1,528.76
10/1/24	AMAZ100--Amazon Capital Services (iCA)	26.16
10/1/24	SCOO000--Scoot Education	4,169.00
10/2/24	LEGA003--Legal Shield	28.90
		\$ 627,218.52

Company name: iLEAD Agua Dulce
Report name: Payment Register
Report title 2: Mission Valley Bank
Footer Text: 10/03/24-10/30/24
Created on: 10/31/24
Location: 118--iLEAD Agua Dulce

Date	Vendor	Amount
10/4/24	VENB000--Venbrook Insurance Services	2,236.09
10/8/24	UEAI000--Universal Electronic Alarms Inc.	54.95
10/8/24	ATT118A--AT&T 9839.	808.33
10/8/24	WAS118A--WM Corporate Services, Inc 3008.	2,252.67
10/8/24	WAS118A--WM Corporate Services, Inc 3008.	2,252.67
10/8/24	CIGN001--Cigna Healthcare	62.47
10/8/24	CHAR118B--Charter Communications 3501	399.96
10/8/24	CIGN000--Cigna Healthcare	1,162.52
10/8/24	MCCA000--McCalla Company	1,868.59
10/8/24	AGUA001--Agua Dulce Hardware	437.86
10/8/24	AMAZ100--Amazon Capital Services (iCA)	83.92
10/8/24	PURE000--Pure Oasis Water	284.30
10/9/24	JIVE000--GoTo Technologies USA, LLC	373.03
10/9/24	AGUA001--Agua Dulce Hardware	20.66
10/9/24	KUCK000--Heather Kuck	210.00
10/9/24	LAVI000--LaVine, Lauren	300.00
10/9/24	DANC007--Dancin' In Acton, Inc.	300.00
10/9/24	ROUE000--John Roueche , D.V.M.	360.00
10/9/24	THEH000--Hidden Discovery, LLC	175.00
10/9/24	SCOO000--Scoot Education	3,290.00
10/9/24	WEST000--West Coast Music Academy [S]	176.00
10/9/24	AMAZ100--Amazon Capital Services (iCA)	92.84
10/9/24	CORD000--Cordero, Efrain	300.00
10/9/24	SCHO009--School Pathways LLC	209.96
10/9/24	PURE000--Pure Oasis Water	245.50
10/9/24	SANT003--Santa Clarita Athletic Independent League	1,330.00
10/9/24	A100000--Brandon Willard	1,251.36
10/10/24	COUN000--County of Los Angeles, Department of Public Health	-197.00
10/10/24	NATI000--National Benefit Services	412.49
10/11/24	SCOO000--Scoot Education	1,974.00
10/11/24	RAMP118--Ramp	515.64
10/16/24	MCCA000--McCalla Company	1,024.81
10/16/24	PANT000--Panther Pest Control	225.00
10/16/24	SCHO016--School Zone Transporation, Inc	1,000.00
10/16/24	ESC000--Escape Theatre	1,275.00
10/16/24	HORS000--Kim Wineland (Horse ETC)	135.00
10/16/24	iLEA010--iLEAD Online Charter	6,240.00
10/16/24	NUES000--Nuestra Escuelita Spanish Academy	254.00
10/16/24	THES000--The Signal- Santa Clarita Valley	600.00
10/16/24	AMER008--Ameritex Office Solutions	240.00
10/16/24	AMAZ100--Amazon Capital Services (iCA)	92.98
10/16/24	LAWO000--Law Offices of Young, Minney & Corr, LLP	4,522.50
10/16/24	PURE000--Pure Oasis Water	166.00

Date	Vendor	Amount
10/16/24	CIGN001--Cigna Healthcare	290.09
10/16/24	FIDE000--Fidelity Security Life Insurance Company	112.19
10/16/24	UEAI000--Universal Electronic Alarms Inc.	164.85
10/16/24	AGUA001--Agua Dulce Hardware	655.71
10/16/24	A10O000--Brandon Willard	2,336.64
10/16/24	FIDE000--Fidelity Security Life Insurance Company	204.21
10/17/24	WELL003--Well Trained Mind Press [P]	15.95
10/17/24	WEXH000--WEX Health Inc.	17.30
10/18/24	CRUZ002--Rodrigo Sanchez Cruz	3,625.00
10/18/24	KIWI000--KIWICO [P]	87.50
10/18/24	KIWI000--KIWICO [P]	300.08
10/18/24	SCHO017--Scholastic Book Fairs	2,753.31
10/18/24	NONS000--Nonstop Administration & Insurance Services, Inc.	5,950.38
10/18/24	AMAZ100--Amazon Capital Services (iCA)	154.08
10/23/24	LAWO000--Law Offices of Young, Minney & Corr, LLP	257.50
10/23/24	AGUA000--Agua Dulce Women's Club	500.00
10/23/24	ILEA300--iLEAD California	2,275.00
10/23/24	YOUS000--YouScience, LLC	1,760.00
10/24/24	DELT001--DeltaMath Solutions Inc	170.00
10/24/24	ILEA300--iLEAD California	30.18
10/24/24	AMAZ100--Amazon Capital Services (iCA)	9.84
10/24/24	SCHO009--School Pathways LLC	1,557.98
10/24/24	EDI118A--Southern California Edison 9069	9,306.60
10/24/24	BAY118A--Bay Alarm Company 3872*	644.19
10/28/24	CRUZ002--Rodrigo Sanchez Cruz	3,625.00
10/28/24	LAWO000--Law Offices of Young, Minney & Corr, LLP	45,477.50
10/28/24	FRAN002--Jonathan Franco	20.00
10/28/24	SANC003--Miranda Sanchez	42.93
10/28/24	AMAZ100--Amazon Capital Services (iCA)	536.68
10/29/24	CAHF000--CAHFS	-190.00
10/30/24	CAHF000--CAHFS	190.00
10/30/24	PURE000--Pure Oasis Water	261.40
10/30/24	SCHO009--School Pathways LLC	68.50
10/30/24	SCOO000--Scoot Education	1,974.00
10/30/24	AMAZ100--Amazon Capital Services (iCA)	325.71
		\$ 124,529.40

CHARTER SCHOOL UNAUDITED ACTUALS
FINANCIAL REPORT -- ALTERNATIVE FORM
July 1, 2023 to June 30, 2024

CHARTER SCHOOL CERTIFICATION

Charter School Name: iLead Agua Dulce
CDS #: 19-75309-0138297
Charter Approving Entity: Acton-Agua Dulce Unified
County: Los Angeles
Charter #: 2003

NOTE: An Alternative Form submitted to the California Department of Education will not be considered a valid submission if the following information is missing:

For information regarding this report, please contact:

For County Fiscal Contact:	For Approving Entity:	For Charter School:
Khai Nguyen	Hoyt Yee	Wendy Maxwell
Name	Name	Name
Assistant Superintendent of Business Services	Business Advisory Services	Director
Title	Title	Title
714-914-0986	562-940-1705	818-512-3236
Telephone	Telephone	Telephone
knguyen@aadusd.k12.ca.us	yee_hoyt@lacoed.edu	director@ileadaguadulce.org
Email address	Email address	Email address

To the entity that approved the charter school:

X 2023-24 CHARTER SCHOOL UNAUDITED ACTUALS FINANCIAL REPORT -- ALTERNATIVE FORM: This report has been approved, and is hereby filed by the charter school pursuant to Education Code Section 42100(b).

Signed: _____ Date: _____
Charter School Official
(Original signature required)
Printed Name: Wendy Maxwell Title: Director

To the County Superintendent of Schools:

X 2023-24 CHARTER SCHOOL UNAUDITED ACTUALS FINANCIAL REPORT -- ALTERNATIVE FORM: This report is hereby filed with the County Superintendent pursuant to Education Code Section 42100(a).

Signed: _____ Date: _____
Authorized Representative of
Charter Approving Entity
(Original signature required)
Printed Name: _____ Title: _____

To the Superintendent of Public Instruction:

X 2023-24 CHARTER SCHOOL UNAUDITED ACTUALS FINANCIAL REPORT -- ALTERNATIVE FORM: This report has been verified for mathematical accuracy by the County Superintendent of Schools pursuant to Education Code Section 42100(a).

Signed: _____ Date: _____
County Superintendent/Designee
(Original signature required)

CHARTER SCHOOL UNAUDITED ACTUALS
 FINANCIAL REPORT -- ALTERNATIVE FORM
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Charter School Name: iLead Agua Dulce
 CDS #: 19-75309-0138297
 Charter Approving Entity: Acton-Agua Dulce Unified
 County: Los Angeles
 Charter #: 2003

This charter school uses the following basis of accounting:
 (Please enter an "X" in the applicable box below; check only one box)

Accrual Basis (Applicable Capital Assets/Interest on Long-Term Debt/Long-Term Liabilities/Net Position objects are 6900, 6910, 7438, 9400-9489, 9660-9669, 9796, and 9797)

Modified Accrual Basis (Applicable Capital Outlay/Debt Service/Fund Balance objects are 6100-6170, 6200-6500, 6600, 7438, 7439, and 9711-9789)

Description	Object Code	Unrestricted	Restricted	Total
A. REVENUES				
1. LCFF Sources				
State Aid - Current Year	8011	3,426,169.00		3,426,169.00
Education Protection Account State Aid - Current Year	8012	62,214.00		62,214.00
State Aid - Prior Years	8019	0.00		0.00
Transfers to Charter Schools in Lieu of Property Taxes	8096	147,189.00		147,189.00
Other LCFF Transfers	8091, 8097	0.00	0.00	0.00
Total, LCFF Sources		3,635,572.00	0.00	3,635,572.00
2. Federal Revenues (see NOTE in Section L)				
Every Student Succeeds Act	8290		0.00	0.00
Special Education - Federal	8181, 8182		51,925.00	51,925.00
Child Nutrition - Federal	8220		0.00	0.00
Donated Food Commodities	8221		0.00	0.00
Other Federal Revenues	8110, 8260-8299		194,572.12	194,572.12
Total, Federal Revenues		0.00	246,497.12	246,497.12
3. Other State Revenues				
Special Education - State	StateRev SE		266,206.00	266,206.00
All Other State Revenues	StateRev AO	69,994.29	530,763.04	600,757.33
Total, Other State Revenues		69,994.29	796,969.04	866,963.33
4. Other Local Revenues				
All Other Local Revenues	LocalRev AO	90,615.04	0.00	90,615.04
Total, Local Revenues		90,615.04	0.00	90,615.04
5. TOTAL REVENUES				
		3,796,181.33	1,043,466.16	4,839,647.49
B. EXPENDITURES (see NOTE in Section L)				
1. Certificated Salaries				
Certificated Teachers' Salaries	1100	1,126,914.48	138,625.00	1,265,539.48
Certificated Pupil Support Salaries	1200	18,529.40	50,682.00	69,211.40
Certificated Supervisors' and Administrators' Salaries	1300	0.00	0.00	0.00
Other Certificated Salaries	1900	0.00	10,625.01	10,625.01
Total, Certificated Salaries		1,145,443.88	199,932.01	1,345,375.89
2. Noncertificated Salaries				
Noncertificated Instructional Salaries	2100	129,091.41	159,751.00	288,842.41
Noncertificated Support Salaries	2200	0.00	103,950.66	103,950.66
Noncertificated Supervisors' and Administrators' Salaries	2300	130,750.07	0.00	130,750.07
Clerical, Technical and Office Salaries	2400	105,226.99	25,748.00	130,974.99
Other Noncertificated Salaries	2900	124,968.88	0.00	124,968.88
Total, Noncertificated Salaries		490,037.35	289,449.66	779,487.01
3. Employee Benefits				
STRS	3101-3102	211,997.18	32,690.00	244,687.18
PERS	3201-3202	0.00	0.00	0.00
OASDI / Medicare / Alternative	3301-3302	25,821.88	51,898.00	77,719.88

Health and Welfare Benefits	3401-3402	158,619.54	17,485.00	176,104.54
Unemployment Insurance	3501-3502	13,198.09	1,742.00	14,940.09
Workers' Compensation Insurance	3601-3602	22,934.56	4,700.00	27,634.56
OPEB, Allocated	3701-3702	118.09	0.00	118.09
OPEB, Active Employees	3751-3752	0.00	0.00	0.00
Other Employee Benefits	3901-3902	0.00	0.00	0.00
Total, Employee Benefits		432,689.34	108,515.00	541,204.34
4. Books and Supplies				
Approved Textbooks and Core Curricula Materials	4100	57,377.25	0.00	57,377.25
Books and Other Reference Materials	4200	2,000.59	1,112.00	3,112.59
Materials and Supplies	4300	143,468.18	31,343.24	174,811.42
Noncapitalized Equipment	4400	16,103.57	35,167.00	51,270.57
Food	4700	746.86	0.00	746.86
Total, Books and Supplies		219,696.45	67,622.24	287,318.69
5. Services and Other Operating Expenditures				
Subagreements for Services	5100	0.00	0.00	0.00
Travel and Conferences	5200	0.00	59,102.92	59,102.92
Dues and Memberships	5300	5,784.50	0.00	5,784.50
Insurance	5400	24,421.00	0.00	24,421.00
Operations and Housekeeping Services	5500	109,773.30	0.00	109,773.30
Rentals, Leases, Repairs, and Noncap. Improvements	5600	464,751.05	0.00	464,751.05
Transfers of Direct Costs	5700-5799	0.00	0.00	0.00
Professional/Consulting Services and Operating Expend.	5800	724,088.16	318,826.33	1,042,914.49
Communications	5900	20,640.24	18.00	20,658.24
Total, Services and Other Operating Expenditures		1,349,458.25	377,947.25	1,727,405.50
6. Capital Outlay				
(Objects 6100-6170, 6200-6500 modified accrual basis only)				
Land and Land Improvements	6100-6170	0.00	0.00	0.00
Buildings and Improvements of Buildings	6200	0.00	0.00	0.00
Books and Media for New School Libraries or Major				
Expansion of School Libraries	6300	0.00	0.00	0.00
Equipment	6400	18,726.20	0.00	18,726.20
Equipment Replacement	6500	0.00	0.00	0.00
Lease Assets	6600	0.00	0.00	0.00
Subscription Assets	6700	0.00	0.00	0.00
Depreciation Expense (accrual basis only)	6900			0.00
Amortization Expense - Lease Assets	6910			0.00
Amortization Expense - Subscription Assets	6920	0.00	0.00	0.00
Total, Capital Outlay		18,726.20	0.00	18,726.20
7. Other Outgo				
Tuition to Other Schools	7110-7143	0.00	0.00	0.00
Transfers of Pass-Through Revenues to Other LEAs	7211-7213	0.00	0.00	0.00
Transfers of Apportionments to Other LEAs - Spec. Ed.	7221-7223SE		0.00	0.00
Transfers of Apportionments to Other LEAs - All Other	7221-7223AO	0.00	0.00	0.00
All Other Transfers	7281-7299	0.00	0.00	0.00
Transfers of Indirect Costs	7300-7399	0.00	0.00	0.00
Debt Service:				
Interest	7438	0.00	0.00	0.00
Principal (for modified accrual basis only)	7439	0.00	0.00	0.00
Total Debt Service		0.00	0.00	0.00
Total, Other Outgo		0.00	0.00	0.00
8. TOTAL EXPENDITURES		3,656,051.47	1,043,466.16	4,699,517.63
Description	Object Code	Unrestricted	Restricted	Total
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)		140,129.86	0.00	140,129.86
D. OTHER FINANCING SOURCES / USES				

1.	Other Sources	8930-8979	0.00	0.00	0.00
	Less:				
2.	Other Uses	7630-7699	0.00	0.00	0.00
3.	Contributions Between Unrestricted and Restricted Accounts (must net to zero)	8980-8999	0.00	0.00	0.00
4.	TOTAL OTHER FINANCING SOURCES / USES		0.00	0.00	0.00
E. NET INCREASE (DECREASE) IN FUND BALANCE /NET POSITION (C+D4)			140,129.86	0.00	140,129.86
F. FUND BALANCE / NET POSITION					
1.	Beginning Fund Balance/Net Position				
a.	As of July 1	9791	965,301.52	0.00	965,301.52
b.	Adjustments/Restatements	9793, 9795	60,822.48	0.00	60,822.48
c.	Adjusted Beginning Fund Balance /Net Position		1,026,124.00	0.00	1,026,124.00
2.	Ending Fund Balance /Net Position, June 30 (E+F1c)		1,166,253.86	0.00	1,166,253.86
Components of Ending Fund Balance (Modified Accrual Basis only)					
a.	Nonspendable				
1.	Revolving Cash (equals Object 9130)	9711			0.00
2.	Stores (equals Object 9320)	9712			0.00
3.	Prepaid Expenditures (equals Object 9330)	9713	67,845.98		67,845.98
4.	All Others	9719	0.00	0.00	0.00
b.	Restricted	9740		0.00	0.00
c.	Committed				
1.	Stabilization Arrangements	9750	0.00		0.00
2.	Other Commitments	9760	0.00		0.00
d.	Assigned	9780	0.00		0.00
e.	Unassigned/Unappropriated				
1.	Reserve for Economic Uncertainties	9789	1,098,407.86		1,098,407.86
2.	Unassigned/Unappropriated Amount	9790M	.02	0.00	.02
3.	Components of Ending Net Position (Accrual Basis only)				
a.	Net Investment in Capital Assets	9796			0.00
b.	Restricted Net Position	9797			0.00
c.	Unrestricted Net Position	9790A			0.00
Description			Unrestricted	Restricted	Total
G. ASSETS					
1.	Cash				
	In County Treasury	9110	0.00	0.00	0.00
	Fair Value Adjustment to Cash in County Treasury	9111	0.00	0.00	0.00
	In Banks	9120	1,766,952.77	0.00	1,766,952.77
	In Revolving Fund	9130	0.00	0.00	0.00
	With Fiscal Agent/Trustee	9135	0.00	0.00	0.00
	Collections Awaiting Deposit	9140	0.00	0.00	0.00
2.	Investments	9150	0.00	0.00	0.00
3.	Accounts Receivable	9200	786,468.43	0.00	786,468.43
4.	Due from Grantor Governments	9290	0.00	0.00	0.00
5.	Stores	9320	0.00	0.00	0.00
6.	Prepaid Expenditures (Expenses)	9330	67,845.98	0.00	67,845.98
7.	Other Current Assets	9340	0.00	0.00	0.00
8.	Lease Receivable	9380	0.00	0.00	0.00
9.	Capital Assets (accrual basis only)	9400-9489			0.00
10.	TOTAL ASSETS		2,621,267.18	0.00	2,621,267.18
H. DEFERRED OUTFLOWS OF RESOURCES					
1.	Deferred Outflows of Resources	9490	0.00	0.00	0.00
2.	TOTAL DEFERRED OUTFLOWS		0.00	0.00	0.00
I. LIABILITIES					
1.	Accounts Payable	9500	1,073,835.40	0.00	1,073,835.40
2.	Due to Grantor Governments	9590	0.00	0.00	0.00
3.	Current Loans	9640	0.00	0.00	0.00

4.	Unearned Revenue	9650	381,178.85	0.00	381,178.85
5.	Long-Term Liabilities (accrual basis only)	9660-9669			0.00
6.	TOTAL LIABILITIES		1,455,014.25	0.00	1,455,014.25
J. DEFERRED INFLOWS OF RESOURCES					
1.	Deferred Inflows of Resources	9690	0.00	0.00	0.00
2.	TOTAL DEFERRED INFLOWS		0.00	0.00	0.00
K. FUND BALANCE /NET POSITION					
Ending Fund Balance /Net Position, June 30 (G10 + H2) - (I6 + J2)					
(must agree with Line F2)			1,166,252.93	0.00	1,166,252.93

L. FEDERAL EVERY STUDENT SUCCEEDS ACT (ESSA) MAINTENANCE OF EFFORT REQUIREMENT

NOTE: IF YOUR CHARTER SCHOOL RECEIVED FEDERAL FUNDING, AS REPORTED IN SECTION A2, THE FOLLOWING ADDITIONAL INFORMATION MUST BE PROVIDED IN ORDER FOR THE CDE TO CALCULATE COMPLIANCE WITH THE FEDERAL EVERY STUDENT SUCCEEDS ACT (ESSA) MAINTENANCE OF EFFORT REQUIREMENT:

1. Federal Revenue Used for Capital Outlay and Debt Service

Included in the Capital Outlay and Debt Service expenditures reported in sections B6 and B7 are the following amounts paid out of federal funds:

Federal Program Name (If no amounts, indicate "NONE")	Capital Outlay	Debt Service	Total
a. NONE	\$ 0.00	0.00	0.00
b. NONE	0.00	0.00	0.00
c. NONE	0.00	0.00	0.00
d. NONE	0.00	0.00	0.00
e. NONE	0.00	0.00	0.00
f. NONE	0.00	0.00	0.00
g. NONE	0.00	0.00	0.00
h. NONE	0.00	0.00	0.00
i. NONE	0.00	0.00	0.00
j. NONE	0.00	0.00	0.00
TOTAL FEDERAL REVENUES USED FOR CAPITAL OUTLAY AND DEBT SERVICE	0.00	0.00	0.00

2. Community Services Expenditures

Provide the amount of State and Local funds reported in Section B that were expended for Community Services Activities:

Objects of Expenditures	Amount (Enter "0.00" if none)
a. Certificated Salaries 1000-1999	0.00
b. Noncertificated Salaries 2000-2999	0.00
c. Employee Benefits 3000-3999	0.00
d. Books and Supplies 4000-4999	0.00
e. Services and Other Operating Expenditures 5000-5999	0.00
TOTAL COMMUNITY SERVICES EXPENDITURES	0.00

3. Supplemental State and Local Expenditures resulting from a Presidentially Declared Disaster

Date of Presidential Disaster Declaration	Brief Description (If no amounts, indicate "None")	Amount
a. 03/13/20	COVID	73,605.00
b.		0.00
c.		0.00
d.		0.00
TOTAL SUPPLEMENTAL EXPENDITURES (Should not be negative)		73,605.00

4. State and Local Expenditures to be Used for ESSA Annual Maintenance of Effort Calculation:

Results of this calculation will be used for comparison with 2022-23 expenditures. Failure to maintain the required 90 percent expenditure level on either an aggregate or per capita expenditure basis may result in reduction to allocations for covered programs in 2025-26.

a. Total Expenditures (B8)	4,699,517.63
b. Less Federal Expenditures (Total A2)	
[Revenues are used as proxy for expenditures because most federal revenues are normally recognized in the period that qualifying expenditures are incurred]	246,497.12
c. Subtotal of State & Local Expenditures	4,453,020.51
[a minus b]	
d. Less Community Services	0.00
[L2 Total]	
e. Less Capital Outlay & Debt Service	18,726.20
[Total B6 plus objects 7438 and 7439, less L1 Total, less objects 6600 and 6910]	
f. Less Supplemental Expenditures made as the result of a Presidentially	73,605.00

Declared Disaster

TOTAL STATE & LOCAL EXPENDITURES SUBJECT TO MOE

[c minus d minus e minus f]

\$ 4,360,689.31

iLEAD Agua Dulce

Secondary District Plan And Application for the Work Experience Education (WEE) Program

(Per EC 51775, a review of the secondary district plan must be reviewed every three years.)

<u>iLEAD Agua Dulce</u> Local Educational Agency (LEA) / District / School	<u>Los Angeles</u> County	
<u>11311 Frascati St, Agua Dulce</u> Street Address	<u>Agua Dulce, CA</u> City	<u>91390</u> Zip Code

Place an "X" in the appropriate box (es) to identify the conditions under which WEE will operate.

	Exploratory WEE	General WEE	Career Technical WEE
Regular School	x <input type="checkbox"/>	x <input type="checkbox"/>	x <input type="checkbox"/>
Summer School	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

In addition to complying with appropriate federal and state laws, California *Labor Code*, California *Education Code*, and California *Code of Regulations*, Title 5, the LEA agrees to the following assurances:

1. **District Plan:** The district plan for Work Experience Education (WEE) has been approved and adopted by the local governing board and is attached in the enclosed copy of Board Approving Minutes. (EC § 51762 & CCR, T5 § 10070)
2. **Responsibility for District Plan:** The WEE teacher-coordinator shall implement and/or comply with the assurances contained herein. The school district administration is responsible for those assurances outside the requirements of the WEE teacher-coordinator. (e.g. Assurances 14, 15, 17, and 18)
3. **Credential:** The WEE teacher-coordinator shall possess a valid secondary-level credential, have two years of occupational experience outside the field of education, and have knowledge of the educational purposes, standards, laws, and regulations regarding WEE. (EC § 51762 & CCR, T5 § 10075)
4. **Enrollment in WEE:** The WEE teacher-coordinator approves students for enrollment in WEE. (EC § 51760)
 - a. At the time of enrollment, students are at least 16 years of age. (EC § 51760.3(a))

Exceptions:

 - Students in grade 11 or higher. (EC § 51760.3)
 - Students enrolled in Exploratory WEE may be less than 16 years of age and in the middle school. (CCR, T5 § 10071 (c))
 - Principal may certify exemption. (EC § 51760.3)

- WEE may be identified on the Individualized Education Program. (EC § 51760.3)
 - The pupil is at least 14 years of age and the principal in the school in which the pupil is enrolled certifies that it is necessary for the pupil's participation in a career technical education program. (EC § 51760.3)
5. **Minimum Day:** The minimum day for students is four periods totaling at least 180 minutes in duration (including WEE). (EC § 46144)
 - Exceptions:
 - Continuation high school students. (EC § 46145)
 - Graduating WEE students in the last semester of their senior year. (EC § 46147)
 6. **Pupil/Teacher-Coordinator Ratio:** The pupil/teacher-coordinator ratio in WEE does not exceed 125 pupils per one full-time equivalent certificated WEE teacher-coordinator. Only duties and time directly related to the operation of WEE are considered when determining the pupil/teacher-coordinator ratio. (EC § 46300(b))
 - Exceptions:
 - Ratio may be waived by the State Board of Education. (EC § 46300(b))
 7. **Related Classroom Instruction:** The WEE teacher-coordinator is responsible for preparing and conducting related classroom instruction. (EC § 51760, § 51762.5(b) & CCR, T5 § 10073)
 - a. Related classroom instruction or guidance for each semester and type of WEE is conducted by the WEE teacher-coordinator a minimum equivalent of one instructional period per week offered in sessions scheduled intermittently throughout the semester. (EC § 51760.3(b))
 8. **Course Description:** The WEE course description, with major units of instruction for each semester and for each type of WEE offered is attached in the enclosed course description with units of instruction per semester. (CCR, T5 § 10073)
 9. **Work Sites:** The WEE teacher-coordinator identifies, selects, and/or approves work sites. (EC § 51762.5(a) & CCR, T5 § 10072)
 - a. A minimum of two on-site contacts per semester with a work site supervisor at each work site and minimum of one on-site contact during the summer school session is mandated for completion by the WEE teacher-coordinator. (CCR, T5 § 10074)
 10. **Student Training Agreement:** A written formal training agreement identifying the responsibilities of the school district, employer, parent/guardian, and student is developed for each WEE student and is attached in the enclosed copy of Student Training Agreement. (EC § 51762.5 & CCR, T5 § 10071)

The following are found on the Student Training Agreement:

- a. Student objectives to be accomplished at the work site. (CCR, T5 § 10071)
 - b. The work site offers a reasonable probability of continuous employment for the student during the period for which the student is enrolled in WEE. (EC § 51760 & § 51762.5)
 - c. The employer has adequate equipment, materials, and other facilities to provide appropriate learning opportunities. (EC § 51760 & CCR, T5 § 10072)
 - d. Work conditions will not endanger the health, safety, welfare, or morals of the student. (EC § 49116, § 51762 & CCR, T5 § 10072)
 - e. The employer provides adequate adult supervision to ensure that:
 - (1) The Exploratory WEE student is provided opportunities to observe and sample a variety of conditions of work to ascertain his/her interests and suitability for occupations being explored.
 - (2) The General WEE student is provided opportunities to gain occupational skills.
 - (3) The Career technical WEE student is provided opportunities to reinforce and extend the job skills and knowledge learned through the school career/vocational education instructional program. (CCR, T5 § 10071 & § 10072)
 - f. The employer, as required by law, provides Workers' Compensation Insurance coverage whenever there is an employee/employer relationship. Students enrolled in Exploratory WEE are provided Workers' Compensation Insurance through the local school district. (EC § 51768, § 51769 & CCR, T5 § 10071)
 - g. The employer maintains student's hourly work records and cooperates in rating his/her achievement at the work site. (EC § 51762.5 & CCR, T5 § 10072)
 - h. The employer assures the district that he/she does not discriminate based on race, creed, color, gender, sexual orientation, disability, political affiliation, or religion. (EC § 51760.3(c) & CCR, T5 § 10071)
11. **Work Permits:** All work permits for students enrolled in WEE are issued or verified by the WEE teacher-coordinator or authorized designee in writing per the enclosed Letter of Authorization to issue work permits. (The document needs **original signature** of the District Superintendent or designee.) (EC § 49110 (b))
12. **Exploratory WEE:** For each student enrolled in Exploratory WEE, a limit on the number of hours of observation is established at each observation site. (CCR, T5 § 10071(c))

13. **Granting Credit:** The procedure for granting school credit for WEE is found in enclosure (4). A student satisfactorily completing the WEE program requirements may earn a maximum of 40 semester credits made up of one or a combination of two or more of the following:
- (1) Exploratory WEE - Ten (10) semester credits for each semester with a maximum of twenty (20) semester credits.
 - (2) General WEE - Ten (10) semester credits for each semester with a maximum of forty (40) semester credits.
 - (3) Career Technical WEE - Ten (10) semester credits for each semester with a maximum of forty (40) semester credits. (EC § 51760.3, § 51762.5(b)(f) & CCR, T5 § 1635)
14. **Professional Development:** A provision is made for WEE professional development for new and continuing teacher-coordinators and other support personnel in WEE, to ensure the quality of the WEE program. (EC § 51762)
15. **Clerical Services & Records:** A provision is made for clerical services to assist the professional in meeting the goals and objectives of WEE and to assure the accuracy, completeness, and quality of the records.

The district shall maintain records including:

- a. Type of WEE in which each student is enrolled, where the student is employed, the type of job held or observation sites and hours of rotation. (EC § 51762.5)
 - b. Work permit issued, if applicable. (EC § 49110) Note: Not required for Exploratory WEE.
 - c. Employer's report of student's hourly work record and performance on the job. (EC § 51762.5)
 - d. Report of employer consultations. (EC § 51762.5 & CCR, T5 § 10074)
 - e. Ratings of each student, including his/her grade. (EC § 51760.3 & § 51762.5)
 - f. Formal training agreement for each employer and student that describes the responsibilities of the employer, student, school, and parent/legal guardian. (EC § 51762.5 & CCR, T5 § 10071)
16. **Summer School:** WEE during the summer is conducted in the same time period as the rest of the approved summer school and conforms to all appropriate federal and state laws, *California Labor Code*, *California Education Code*, and *California Code of Regulations*, Title 5 rules and regulations applicable to WEE.
17. **Civil Rights Act:** WEE covered by this plan shall comply with Title VI and Title VII of the Civil Rights Act of 1964 and with Title 5 of the *California Code of Regulations*. (EC § 51762)

18. **Nondiscrimination:** WEE covered by this plan shall comply with Title IX (Nondiscrimination on the Basis of Sex) of the Education Amendments of 1972. (EC § 51762)

I hereby certify that to the best of my knowledge, the provisions for WEE outlined in this Secondary District Plan meet all California Department of Education requirements.

Wendy Maxwell
District Superintendent or Designee

September 24, 2024
Date

Date Local Governing Board Approved: _____

Person Preparing Application:

Name: Wendy Maxwell

E-mail: director@ileadaguadulce.org

Title: Director Phone: (661) 268-6386

This Secondary District Plan and application for a WEE program must include the **original signature** of the district superintendent or designee along with the following required enclosures:

- Enclosures:
- (1) Copy of Board Approving Minutes
 - (2) Course Description w/units of Instruction per semester
 - (3) Copy of Student Training Agreement
 - (4) Letter of Authorization to Issue Work Permits (**original signature** of the district superintendent or designee)
 - (5) Description of WEE's procedure for granting school credit (Only if expanded from minimum description provide on #13)

Submit this Secondary District Plan and application along with all of the enclosures to:

Erle Hall, MS
Education Programs Consultant
CTE Leadership and Instructional Support Office
California Department of Education
1430 N Street, Suite 4202
Sacramento, CA 95814
ehall@cde.ca.gov
916-323-2564

Date September 1st, 2024

TO: Erle Hall, MS
Education Programs Consultant
CTE Leadership and Instructional Support Office
California Department of Education
1430 N Street, Suite 4202
Sacramento, CA 95814

FROM: Wendy Maxwell, School Director
iLEAD Agua Dulce

SUBJECT: Authorization to Issue Work Permits

This letter is officially authorizing the following personnel to issue work permits according to Education Code § 49110:

Daniel Swaney	Title: Counselor
Gladys Ramirez	Title: Office Manager
Laura Jaeggi	Title: Leadership Resident

All personnel listed above have a working knowledge of California labor laws and regulations as they relate to minors. If there are any questions pertaining to the issuance of work permits, please call (661) 268-6386.

Sincerely,



Wendy Maxwell School Director

Work Experience Syllabus

INSTRUCTOR INFORMATION

Name:

Email:

Office Phone:

CONTACT INFORMATION

I am available by email or text from 8:00 AM to 6:00 PM. Please feel free to contact me if you have any questions regarding your assignments. Every effort will be made to reply to you immediately. I make a point to respond to emails within 24 hours on weekdays and 48 hours on weekends.

COURSE REQUIREMENTS

- General: All learners must have computer and internet access. Participants in online classes must be comfortable with the basic functions of word-processing software, including GOOGLE DOCS.
- This course is reserved for those 16 and older and/or juniors and senior. The learner must be eligible for a work permit and have the ability to maintain a job throughout the semester.
- The learner's employer must be willing to sign a formal work agreement, sign weekly work logs, and provide an in-depth evaluation at the end of the semester. The instructor will coordinate with the learner directly to obtain these documents.
- A learner may earn up to 10 credits per academic semester for completed work experience. This includes both the academic coursework and the in-field job experience. Credit is granted only when Work Experience Education is approved, programmed, coordinated, and supervised by school representatives and is satisfactorily performed by the student. This means students must meet the minimum attendance and classwork requirements for related instruction classes, the worksite training objectives, and the minimum hours/weeks of work at each worksite as explained below.
- Job placement must: pay at least minimum wage. May not be with the family business. Must be insured and in good standing with state regulatory agents.
- While employed, you must have a current work permit.

CREDITS:

To earn 2.5 course credits in a semester, you must:

- Option 1- Complete all coursework and a final portfolio (this option is for those JUST taking the course and not performing in the fieldwork)
- Option 2 - Instead of completing the coursework you can complete a minimum of 8 hours per week for 15 weeks or a total of 120 hours over the entire semester (without violating the terms of your work permit)

To earn 5 course credits in a semester, you must:

- Complete all required documentation (signed training agreement, signed work permit, signed work logs)
- Complete all coursework
- Work at minimum of 8 hours per week for 15 weeks or a total of 120 hours over the entire semester (without violating the terms of your work permit).

To earn 10 course credits in a semester, you must:

- Complete all required documentation (signed training agreement, signed work permit, signed work logs)
- -Complete all coursework
- Work at minimum of 16 hours per week for 15 weeks or a total of 240 hours over the entire semester (without violating the terms of your work permit).

COURSE GOALS

Learners will hone skills and competencies that a person must know in order to be effective in the workplace:

- **Resources:** allocating time, money, materials, space, and staff.
- **Interpersonal Skills:** working on teams, teaching others, serving customers, leading, negotiating, and working well with people from culturally diverse backgrounds.
- **Information:** acquiring and evaluating data, organizing and maintaining files, interpreting and communicating, and using computers to process information.
- **Systems:** understanding social, organizational, and technological systems, monitoring and correcting performance, and designing or improving systems.
- **Technology:** selecting equipment and tools, applying technology to specific tasks, and maintaining and troubleshooting technologies.

Underlying these skills competencies are the skills foundation made up of the following components:

- **Basic skills:** reading, writing, arithmetic and mathematics, speaking and listening.
- **Thinking skills:** thinking creatively, making decisions, solving problems, seeing things in the mind's eye, knowing how to learn, and reasoning.
- **Personal Qualities:** individual responsibility, self-esteem, sociability, self-management, and integrity.

COURSE DESCRIPTION

General Work Experience Education is an instructional course, which has as its purpose the application of basic skills of reading, writing and computation. General WEE students will acquire general and specific occupational skills through a combination of a supervised paid employment in any occupational field and related classroom instruction in WEE.

REQUIRED TEXTS

All reading materials are available online, but will also be provided as links through the course website. Employers may require learners to read training manuals, memos, and other pertinent materials for training and ongoing development.

LEARNER EXPECTATIONS

The learner is expected to participate in the course weekly with the facilitator, by reading the assigned readings, submitting assignments and completing and submitting original work on top of maintaining good standing with the employer and completing work logs weekly.

GRADING

Each assignment is given a specific number of points. The number of points earned by the student is determined and a percentage is calculated. The raw score is recorded in the grade book. An overall grade is based on the following scale:

90% - 100%	A
80% - 89%	B
70% - 79%	C
60% - 69%	D
BELOW 60%	F

SUBMITTING ASSIGNMENTS

All assignments for the week are due Friday unless otherwise stated. The weekly schedule offers suggested pacing. Work may be turned in late and/or learners can work according to an alternate pacing schedule. Work logs must be turned in weekly.

NON-HARASSMENT

Learners are expected to treat fellow students, and their facilitators, with respect. No form of a “hostile environment” or “harassment” will be tolerated by any learner or facilitator. For more information on good netiquette, please review [THIS RESOURCE](#)

HONESTY AND PLAGIARISM

Plagiarism of any sort is prohibited.

According to the Merriam-Webster online dictionary, to "plagiarize" means:

- to steal and pass off (the ideas or words of another) as one's own
- to use (another's production) without crediting the source
- to commit literary theft
- to present as new and original an idea or product derived from an existing source

PRIVACY POLICY

All work submitted is the property of the author and is not available to anyone not in the class. If work is to be submitted or viewed outside of this website, I will obtain permission from the author. [FERPA Info](#)

COURSE OUTLINE:

Unit 1: Entering the Workforce

Essential Question: How do I align my skills, passions, and goals to find the perfect work placement?

Key Assignments:

- Week 1 Introduction, Work Agreement, Work Permit
- Week 2 Safety Discussion
- Week 3 What is Your Ikigai Discussion
- Week 3 Occupation Interest Handout
- Week 4 Interview Hot Seat
- Week 4 Resume and Cover Letter

Unit 2: Best Practices to Stay Employed

Essential Question: How do I demonstrate the 5 workplace competencies in my daily work routine?

- Week 5 Competencies Discussion
- Week 6 Privacy Discussion
- Week 7 Case Study Discussion

Unit 3: Promotions and Leadership

Essential Question: What does it mean to be a leader in the workplace?

- Week 8 Leadership Discussion
- Week 9 Career Map

Unit 4: Economics

Essential Question: How do I create and sustain positive financial habits?

- Week 10 Millennials in the Workforce Discussion
- Week 11 Tax Discussion
- Personal Budget

Final Assignments

- Portfolio
- Course Reflection
- Employer Evaluation

Work Experience Education (WEE) Training Agreement

<p>For Student to Complete:</p> <p>Student Name: _____ Home Address: _____ City: _____ Zip Code: _____ Phone: _____ Date of Birth: _____ Age: _____ Grade Level: _____</p> <p><input type="checkbox"/> General Work Experience Program Work Permit Issued: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> 18+ yrs</p>	<p>As a student enrolled in the WEE program, I:</p> <p><input type="checkbox"/> will find a job that meets the class guidelines. <input type="checkbox"/> will obtain a work permit for each job held if under 18 years of age. <input type="checkbox"/> will use the course LMS for weekly coursework, submit weekly records of hours worked, provide pay stubs, complete assignments, and follow all the policies of this program. <input type="checkbox"/> will inform the WEE facilitator and seek advice BEFORE quitting my job.</p>
<p>For Parent/Guardian to Complete:</p> <p>Parent/Guardian Name: _____ Address: _____ City: _____ Zip Code: _____ Phone: _____</p>	<p>As a parent/guardian of a student enrolled in WEE, I:</p> <p><input type="checkbox"/> give permission for the student to be employed. <input type="checkbox"/> assume responsibility for the safety and conduct of the student while traveling to and from school, job, and home. <input type="checkbox"/> assume responsibility for the student's supervision while completing requirements for WEE <input type="checkbox"/> will assist my student in successful completion of this class.</p>
<p>For Employer to Complete:</p> <p>Employed by: _____ Address: _____ City: _____ Zip Code: _____ Phone: _____ Employer's Worker's Comp. _____ Student Job Title: _____ Job Duties: _____</p> <p>As the employment site, we will:</p> <p><input type="checkbox"/> not discriminate on the basis of race, color, national origin, sex, or disability, creed or religion. <input type="checkbox"/> ensuring working conditions do not endanger the health, safety, welfare, or morals of the student.</p>	<p><input type="checkbox"/> provide adequate equipment, materials, facilities, and accommodations to allow appropriate learning activities. <input type="checkbox"/> provided an itemized statement of deductions with every paycheck. <input type="checkbox"/> complete time sheets and provide student evaluations. <input type="checkbox"/> consult with the course facilitator regarding student's performance. <input type="checkbox"/> provide Worker's Compensation Insurance. <input type="checkbox"/> provides adequate adult supervision. <input type="checkbox"/> provide the probability of continuous employment. <input type="checkbox"/> notify the WEE facilitator immediately of any problems or concerns or if the student is terminated or quits.</p>
<p>For Work Experience Facilitator to Complete:</p> <p>Student's on-the-job objectives: (1) _____ (2) _____ (3) _____</p>	<p>Work Experience Education Facilitator Will:</p> <p><input type="checkbox"/> review and approve student job sites. <input type="checkbox"/> maintain all program/student records per Ed Code. <input type="checkbox"/> consult with employer, student, and parent/guardian regarding job performance, progress in class, grade, etc. as necessary.</p>
<p>Non-discriminatory Statement:</p> <p>"No person shall be excluded from participation in or denied the benefits of any local agency's program or activity on the basis of sex, sexual orientation, gender, ethnic group identification, race, ancestry, national origin, religion, color, or mental or physical disability in any program or activity conducted by an educational institution or any other local agency, which is funded directly by, or that receives benefits from nay state financial assistance." (5 CCR, Ch. 5.3, SubCh. 1, Art. 1)</p>	
<p>Student Signature: _____ Date _____ Parent/Guardian Signature: _____ Date _____</p> <p>Employer Signature: _____ Date _____ WEE Facilitator Signature: _____ Date _____</p>	

JOB REQUIREMENTS

The student must find their own legally paying job, and must work an average/minimum of 5-10 hours per week. Additional requirements:

1. Students must show proof of employment during the first 3 weeks of the semester.
2. You cannot be self-employed, or employed as a babysitter, housekeeper, newspaper carrier, street vendor or door-to-door salesperson.
3. You cannot be self-employed or an independent contractor.
4. You cannot be employed by a business operated from a private residence.
5. The job must pay with payroll taxes deducted, and include a pay receipt which must be provided to the Work Experience Facilitator at least monthly.
6. Working conditions must be safe, legal, and moral.
7. The employer must have worker's compensation insurance.
8. The job must have the probability of lasting the entire semester.
9. You must be supervised on the job, and the supervisor must be available to meet with the Work Experience Coordinator or Teacher.
10. The employer must provide a learning situation of on-the-job-training.
11. The employer must keep a record of your attendance and complete the required evaluations each semester.
12. If you are under the age of 18 (eighteen), you cannot perform any job listed as 'HAZARDOUS OCCUPATION.'
13. You may have more than one job, but all jobs must meet the above criteria. A job not meeting this criteria will not count for class credit.

Work Experience Timesheet

Name: _____
Last Name
First Name
Middle Initial

Employer: _____ Supervisor: _____

All students are required to submit their Work Experience Education worksite hours in PowerSchool Weekly. This time sheet must be signed by the employer to verify work attendance.

	Date	Start Time	End Time	Start Time	End Time	Daily Total
Saturday	___/___					
Sunday	___/___					
Monday	___/___					
Tuesday	___/___					
Wednesday	___/___					
Thursday	___/___					
Friday	___/___					
Week Total						

I certify that the work hours indicated above are true, accurate, and were in fact worked in the period reflected.

Student Signature Date Supervisor Signature Date

Employer Work Experience Evaluation Form
Please return this directly to student or WEE Facilitator

Student's Name: _____ Employer: _____
 Supervisor's Name: _____ Supervisor's Title: _____

Please check the box that best describes your assessment of the student's performance in the various aspects of Work Experience.

Courtesy	<input type="checkbox"/>	Very Polite & Well Mannered	<input type="checkbox"/>	Reasonably Polite	<input type="checkbox"/>	Impolite
Punctuality	<input type="checkbox"/>	Arrives on time	<input type="checkbox"/>	Acceptable	<input type="checkbox"/>	Always Late
Cooperation	<input type="checkbox"/>	Creates a pleasing impression	<input type="checkbox"/>	Acceptable	<input type="checkbox"/>	Difficult to work with
Reaction to Criticism	<input type="checkbox"/>	Reacts positively	<input type="checkbox"/>	Doesn't seem to care	<input type="checkbox"/>	Dislikes criticism
Neatness in work and appearance	<input type="checkbox"/>	Careful with work and appearance	<input type="checkbox"/>	Usually Neat & Clean	<input type="checkbox"/>	Careless at work & untidy
Perseverance	<input type="checkbox"/>	Persistent	<input type="checkbox"/>	Acceptable	<input type="checkbox"/>	Give up easily
Work Attitude	<input type="checkbox"/>	Eager interest	<input type="checkbox"/>	Normal interest	<input type="checkbox"/>	Appears indifferent
Initiative	<input type="checkbox"/>	Seeks Additional work	<input type="checkbox"/>	Waits to be told what to do	<input type="checkbox"/>	Lacking
Ability to Communicate	<input type="checkbox"/>	Easily able to use language skills	<input type="checkbox"/>	Has some trouble articulating their thoughts	<input type="checkbox"/>	Lacking in their thoughts into words
Ability to Comprehend Instructions	<input type="checkbox"/>	Quick to understand	<input type="checkbox"/>	Reasonably good	<input type="checkbox"/>	Slow to comprehend
Capacity to develop	<input type="checkbox"/>	Promising	<input type="checkbox"/>	Average	<input type="checkbox"/>	Not very promising

Additional Comments if Applicable:

Supervisor's Name: _____

Supervisor's Signature: _____ Date: _____

Thank you for taking the time to complete this Evaluation Form.



Alternative Pathways To A Diploma For Students With Disabilities Policy

Board Approved: xxxxx

The Governing Board recognizes that learners with disabilities are entitled to a course of study that provides them with a free appropriate public education (FAPE) and that modifications to the school's regular course may be needed on an individualized basis to provide FAPE. In accordance with law, each learner's individualized education program (IEP) team shall determine the appropriate goals, as well as any appropriate individual accommodations necessary for measuring the academic achievement and functional performance of the learner on state and charter-wide assessments.

Exemption from Charter-Established Graduation Requirements

Charter learners shall complete all course requirements for high school graduation as specified in Board Policy - Graduation Policy. However, a learner with a disability who entered the ninth grade in the 2022-23 school year and later may be exempted from all coursework and other requirements adopted by the Board that are in addition to the statewide course requirements for high school graduation if the learner's IEP provides for both of the following requirements: (Education Code 51225.31).

1. That the learner is eligible to take the alternate assessment as described in Education Code 60640
2. That the learner complete state standards aligned coursework to meet the statewide coursework specified in Education Code 51225.3

Any such exempted learner shall receive a diploma and be eligible to participate in any graduation ceremony and school activity related to graduation in which a learner of similar age without a disability would be eligible to participate. (Education Code 51225.31)

The charter's responsibility to provide FAPE shall not terminate when a learner with a disability who is exempted from charter-adopted graduation requirements participates in graduation activities unless the learner's IEP team, which includes the parent/guardian and learner, has determined that the learner has completed the high school experience. (Education code 51225.31)

Certificate of Educational Achievement or Completion

Instead of a high school diploma, a learner with a disability may be awarded a certificate or document of educational achievement or completion if the learner has met one of the following

requirements: (Education Code 56390)

1. Satisfactorily completed a prescribed alternative course of study approved by the board of the charter in which the student attended school or the charter with jurisdiction over the learner as identified in the learner's IEP
2. Satisfactorily met the learner's IEP goals and objectives during high school as determined by the IEP team
3. Satisfactorily attended high school, participated in the instruction as prescribed in the learner's IEP, and met the objectives of the statement of transition services

A learner with a disability who meets any of the criteria specified above shall be eligible to participate in any graduation ceremony and any school activity related to graduation in which a graduating learner of similar age without disabilities would be eligible to participate. (Education Code 56391)

Graduation Requirements



Alternative Pathway to Diploma

An individual with exceptional needs, who entered ninth grade in the 2022–23 school year or later, and who qualifies per the California Education Code shall be eligible for the award of an Alternative Diploma and participation in the school's graduation ceremonies. Eligibility will be determined by the IEP team based on a variety of factors. Individuals must meet the course requirements below and will be graded with the traditional A-F grading system per the school's grading policy.

There is no credit maximum for graduation. Learners must enroll in at least four (4) courses per semester to maintain full-time status at the school.

Course Title	Credits
Math	20 Credits Must Complete Algebra I
Two years of Math (may include Fundamental Math, Fundamental Algebra 1, and/or Fundamental Algebraic Concepts)	20
English	30 Credits
Fundamental English 9 A/B	10
Fundamental English 10 A/B	10
Fundamental English 11 A/B	10
Fundamental English 12 A/B (optional)	
Science	20 Credits
Fundamental Life Science A/B or Fundamental Integrated Science I	10
Fundamental Physical Science A/B or Fundamental Integrated Science II	10
Social Studies	30 Credits
Fundamental World History A/B	10
Fundamental US History A/B	10
Fundamental Civics	5
Fundamental Economics	5
Visual and Performing Arts or World Language or Career-Technical Education Pathway	20 Credits
Two years (1 CTE Pathway or 2 World Language/VAPA courses)	20
Electives	40 Credits
According to the learner's interests	30
Life Skills Classes as available	10
Physical Education	20 Credits
PE 1 A/B	10
PE 2 A/B	10
Total Credits To Diploma	180

*Sample can be modified to meet IEP goals and learner interestes

Sample 9th Grade	Sample 10th Grade
Fund English A/B	Fund English A/B
Fund Math A/B	Fund Math A/B
Fund Earth Science A/B	Fund World History A/B
General Elective	Elective
Advisory	Advisory
PE 1 A/B	PE 2 A/B
Sample 11th Grade	Sample 12th Grade
Fund English A/B	Fund English A/B or Elective
Algebraic Concepts A/B	Algebraic Concepts C/D
Fund Life Science A/B	Elective
Fund US History A/B	Fund Economics/Fund Civics
Fund World Language, VAPA, or CTE	CTE or Elective
Advisory	Advisory

Graduation Requirements



Course Recommendations for Certificate of Completion (Modified Curriculum)

Courses may be repeated from year to year using the same course title. The goal is to attempt to teach the basic state subject requirements while modifying them according to the learner's IEP goals. Report card grades for Certificate of Completion:

CR grants "5" credits
NC grants "0" credits

There is no credit maximum for graduation. Learners must enroll in at least four (4) courses per semester to maintain full-time status at the school.

Course Title	Credits
Math	20
General Math A/B or General Algebraic Concepts A/B	20
English	30
General English A/B	30
Science	10
General Science	10
Social Studies	30
General World History A/B	10
General US History A/B	10
General Civics	5
General Economics	5
Electives	60
According to the learner's interests	10
Visual and Performing Arts A/B	10
CTE 2-3 year Pathway (recommended)	20
Life Skills Classes as available	20
Physical Education	10
PE 1 A/B	10
Total Credits To Diploma	160

Sample Graduation Course Plan

*Sample can be modified to meet IEP goals
*Must take a minimum of 4 classes per semester

Sample 9th Grade Gen English A/B Gen Math A/B Gen Life Science A/B Elective PE 1 A/B	Sample 10th Grade Gen English A/B Gen Math A/B Gen World History A/B Elective PE 2 A/B
Sample 11th Grade Gen English A/B Algebraic Concepts A/B Gen US History A/B Elective Elective	Sample 12th Grade Gen Earth Science A/B Algebraic Concepts A/B Elective or Gen English A/B Gen Economics/Gen Civics Elective



**BYLAWS
OF
iLEAD AGUA DULCE**
(A California Nonprofit Public Benefit Corporation)

**ARTICLE I
NAME**

Section 1.01 Corporate Name. The name of this corporation is iLEAD Agua Dulce.

**ARTICLE II
OFFICES**

Section 2.01 Principal Office. The corporation's principal office is located at 11311 Frascati Street, Agua Dulce, CA 91390. The Board of Directors ("Board") may change the principal office from one location to another within the State of California.

Section 2.02 Other Offices. The Board may at any time establish branch or subordinate offices at any place or places where this corporation is qualified to conduct its activities.

**ARTICLE III
PURPOSES**

Section 3.01 Description in Articles. The corporation's general and specific purposes are described in its Articles of Incorporation.

**ARTICLE IV
DEDICATION OF ASSETS**

Section 4.01 Dedication of Assets. This corporation's assets are irrevocably dedicated to charitable and educational purposes. No part of the net earnings, properties, or assets of the corporation, on dissolution or otherwise, shall inure to the benefit of any private person or individual, or to any Director or officer of the corporation. Upon dissolution of the corporation, all properties and assets remaining after payment, or provision for payment, of all debts and liabilities of the corporation shall be distributed as set forth in its Articles of Incorporation.

**ARTICLE V
MEMBERSHIP**

Section 5.01 No Members. The corporation shall not have any members.

Section 5.02 Associates. Nothing in this Article V shall be construed as limiting the right of the corporation to refer to persons associated with it as "members" even though such persons are not members of the corporation, and no such reference shall make anyone a member within the meaning of Section 5056 of the California Nonprofit Public Benefit Corporation Law, including honorary or donor members. Such individuals may originate and take part in the

discussion of any subject that may properly come before any meeting of the Board, but may not vote. The corporation may confer by amendment of its Articles of Incorporation or these Bylaws some or all of the rights of a member, as set forth in the California Nonprofit Public Benefit Corporation Law, upon any person who does not have the right to vote for the election of Directors, on a disposition of substantially all of the corporation's assets, on the merger or dissolution of it, or on changes to its Articles of Incorporation or Bylaws, but no such person shall be a member within the meaning of Section 5056. The Board may also, in its discretion, without establishing memberships, establish an advisory council or honorary board or such other auxiliary groups as it deems appropriate to advise and support the corporation.

Section 5.03 Authority Vested in the Board. Any action that would otherwise require approval by a majority of all members or approval by the members requires only approval of the Board. All rights that would otherwise vest under the Nonprofit Public Benefit Corporation Law in the members will vest in the Board.

ARTICLE VI BOARD OF DIRECTORS

Section 6.01 General Powers. Subject to the provisions and limitations of the California Nonprofit Public Benefit Corporation Law and any other applicable laws, and subject to any limitations of the Articles of Incorporation or these Bylaws, the corporation's activities and affairs shall be conducted, and all corporate powers shall be exercised, by or under the direction of the Board. The Board may delegate the management of the corporation's activities to any person(s), management company, or committees, however composed, provided that the corporation's activities and affairs shall be managed and all corporate powers shall be exercised under the ultimate direction of the Board.

Section 6.02 Specific Powers. Without prejudice to such general powers, but subject to the same limitations, it is hereby expressly declared that the Board shall have the following powers enumerated in these Bylaws and permitted by law:

(a) To approve personnel policies and monitor their implementation; to select and remove certain officers, agents, and employees of the corporation, and to prescribe such powers and duties for them as are compatible with law, the Articles of Incorporation, or these Bylaws; to fix their compensation (as provided herein, members of the Board are not compensated for service on the Board);

(b) To conduct, manage and control the affairs and activities of the corporation and to make such rules and regulations therefor which are not inconsistent with law, the corporation's Articles of Incorporation or these Bylaws;

(c) To change the principal office or the principal business office in California from one location to another; cause the corporation to be qualified to conduct its activities in any other state, territory, dependency, or country; conduct its activities in or outside California;

(d) To borrow money and incur indebtedness for the corporation's purposes and to cause to be executed and delivered therefore, in the corporate name, promissory notes, bonds,

debentures, deeds of trust, mortgages, pledges, hypothecations, and other evidences of debt and security therefore;

(e) To adopt, make, and use a corporate seal and alter the form of the seal from time to time as they may deem best;

(f) To carry on a business and apply any revenues in excess of expenses that result from the business to any activity that it may lawfully engage in;

(g) To acquire by purchase, exchange, lease, gift, devise, bequest, or otherwise, and to hold, improve, lease, sublease, mortgage, transfer in trust, encumber, convey, or otherwise dispose of real and personal property;

(h) To act as trustee under any trust incidental to the principal object of the corporation, and to receive, hold, administer, exchange, and expend funds and property subject to such trust; and

(i) To enter into any contracts or other instruments, and do any and all other things incidental to or expedient for attainment of the corporation's purposes.

Section 6.03 Number and Election of Directors.

(a) The Board of Directors shall be comprised of between three (3) and five (5) members, with the exact number to be determined from time to time by a resolution of the Board, unless and until changed by amendment of these Bylaws. The initial Board shall be comprised of the three (3) Directors appointed by the Incorporator. With the exception of the initial Board, Directors shall be elected by the vote of a majority of Directors then in office. All Directors shall have full voting rights, including any representative appointed by the Acton-Agua Dulce Unified School District under Education Code Section 47604(b).

(b) The qualifications for Directors are generally the ability to attend board meetings, a willingness to actively support and promote the corporation, and a dedication to its charitable endeavors. The Board shall strive for members to represent the general community, to have legal, financial and pedagogical experience, or other skills and expertise, to effectively govern the charter school. The Board, or a committee appointed by the Board, shall interview all candidate Board members prior to their election to the Board.

(c) The Board of Trustees of the Acton-Agua Dulce Unified School District may appoint one representative to serve on the Board pursuant to Education Code Section 47604(b).

Section 6.04 Terms Of Office. Except for the initial Board, each Director shall hold office for three (3) years. The members of the initial Board shall stagger their terms to establish continuity and sustainability. The initial Board shall select a Director to serve a one-year term, another Director to serve a two-year term, and the remaining Director to serve a three-year term. There shall be no limitation on the number of consecutive three-year terms to which a Director may be reelected.

Section 6.05 Events Causing Vacancies On Board. A vacancy on the Board shall be deemed to exist if a Director dies, resigns, is removed, or if the authorized number of Directors is increased. The Board may declare vacant the office of a Director who has been declared of unsound mind by a final order of court, convicted of a felony, or found by a final order or judgment of any court to have breached any duty arising under Article 3 of Chapter 2 of the California Nonprofit Public Benefit Corporation Law. Vacancies on the Board shall be filled by the vote of a majority of Directors then in office. Each Director so elected shall hold office until the expiration of the term of the replaced Director and until a successor has been duly qualified and elected.

Section 6.06 Removal. Other than a Director appointed by the Acton-Agua Dulce Unified School District pursuant to Education Code Section 47604(b), any Director may be removed at any time by a majority vote of the Board, with or without cause. Members of the iLEAD community (i.e., staff employed at iLEAD Agua Dulce or parents with a student currently attending iLEAD Agua Dulce) may recommend removal of any Director by submitting a written justification for such removal to the Board President for consideration by the Board.

Section 6.07 Resignation. Subject to the provisions of Section 5226 of the California Nonprofit Public Benefit Corporation Law, any Director may resign effective upon giving written notice to the President/ CEO, the Secretary, or the Board, unless the notice specifies a later time for the effectiveness of such resignation. If the resignation is effective at a future time, a successor may be elected before then to take office when the resignation becomes effective.

Section 6.08 Brown Act. At all times that the corporation has a valid charter to operate a charter school and the charter so requires, meetings of the Board shall be called, held, and conducted in accordance with the terms and provisions of the Ralph M. Brown Act (California Government Code Sections 54950, *et seq.*), as the same may be modified from time to time ("Brown Act"), and shall occur at the school site or another suitable location within the jurisdictional boundaries of the Acton-Agua Dulce Unified School District which is accessible to the iLEAD community and the public.

Section 6.09 Annual Meetings. The Board shall meet annually for the purpose of organization, appointment of officers, and the transaction of such other business as may properly be brought before the meeting.

Section 6.10 Regular Meetings. Regular meetings of the Board, including annual meetings, shall be held at the school site, or another suitable location within the jurisdictional boundaries of the Acton-Agua Dulce Unified School District which is accessible to the iLEAD community and the public, and at such times as may from time to time be fixed by the Board. Regular meetings of the Board related to a charter held by the corporation will be called, held and conducted in accordance with the Brown Act, and agendas for such meetings will be posted seventy-two (72) hours previous to the meeting at the entrance of the school's main office and on the school's website, if it has one, containing a brief general description of each item of business to be transacted or discussed at the meeting. The agendas may also be posted in location that is freely accessible to members of the public, such as on the community bulletin board at the school site.

Section 6.11 Special Meetings. Special meetings of the Board for any purpose may be called at any time by the chairperson of the Board, if any, the President/ CEO, the Secretary, or

any two Directors. Notice of the time and place of special meetings shall be delivered to each Director personally or by any other means. In compliance with the Brown Act, notice of special meetings shall be provided at least twenty-four (24) hours prior to the time of the holding of the meeting. Any oral notice given personally or by telephone may be communicated either to the Director or to the person at the office of the Director who the person giving the notice has reason to believe will promptly communicate it to the Director. Agendas for special meetings shall be posted in the same locations as for regular meetings as set forth in Section 6.10 above.

Section 6.12 Quorum. A majority of the authorized number of Directors then in office shall constitute a quorum. Every action taken or decision made by a majority of the Directors at a meeting duly held at which a quorum is present shall be regarded as the act of the Board, subject to the provisions of Corporations Code Section 5212 (appointment of committees), Section 5233 (approval of contracts or transactions in which a director has a direct or indirect material financial interest), Section 5234 (approval of certain transactions between corporations having common directorships), Section 5235 (compensation of directors or officers), and Section 5238(e) (indemnification of directors), except as may be otherwise provided under the Political Reform Act, if applicable. A meeting at which a quorum is initially present may continue to transact business, notwithstanding the withdrawal of Directors, if any action taken is approved by at least a majority of the required quorum for such meeting.

Section 6.13 Participation in Meetings by Conference Telephone. Subject to the requirements of the California Nonprofit Public Benefit Corporation Law, members of the Board may participate in a meeting through the use of teleconference telephone or similar communications equipment, so long as all Directors participating in such meeting can communicate with one another. Such meeting must also be noticed and conducted in compliance with Section 54953(b) of the Brown Act, including without limitation the following:

(a) At a minimum, a quorum of the members of the Board shall participate in the teleconference meeting from locations within the charter school's jurisdiction;

(b) All votes taken during a teleconference meeting shall be by roll call;

(c) If the Board elects to use teleconferencing, it shall post agendas at all teleconference locations with each teleconference location being identified in the notice and agenda of the meeting;

(d) All locations where a member of the Board participates in a meeting via teleconference must be fully accessible to members of the public and shall be listed on the agenda;

(e) Members of the public must be able to hear what is said during the meeting and shall be provided with an opportunity to address the Board directly at each teleconference location; and

(f) Members of the public attending a meeting conducted via teleconference need not give their name when entering the conference call.

Section 6.14 Waiver of Notice. Notice of a meeting need not be given to any Director who signs a waiver of notice or a written consent to holding the meeting or an approval of the minutes thereof, whether before or after the meeting, or who attends the meeting without protesting the lack of notice to such Director prior thereto or at its commencement. All such waivers, consents, and approvals shall be filed with the corporate records or made a part of the minutes of the meetings.

Section 6.15 Action Without Meeting. Until the corporation has an approved charter to operate a charter school, any action required or permitted to be taken by the Board may be taken without a meeting if all members of the Board individually or collectively consent in writing to such action. Such consent(s) shall have the same effect as a unanimous vote of the Board and shall be filed with the minutes of the proceedings of the Board.

Section 6.16 Adjournment. A majority of the Directors present, whether or not a quorum is present, may adjourn any Board meeting to another time and place. If the meeting is adjourned for more than twenty-four (24) hours, notice of any adjournment to another time or place shall be given prior to the time of the adjourned meeting to the Directors who were not present at the time of the adjournment.

Section 6.17 Fees and Compensation. Directors shall serve without compensation for their service. The Board may approve the reimbursement of a Director's actual and necessary expenses incurred when conducting the corporation's business. The corporation may carry liability insurance respecting the conduct of the corporation's business by the Directors.

ARTICLE VII OFFICERS

Section 7.01 Required Officers. The officers of the corporation shall be a President and/or CEO, a Secretary, and a Treasurer and/or Chief Financial Officer.

Section 7.02 Permitted Officers. The corporation may also have, at the discretion of the Board, a chairperson of the Board, one or more Vice Presidents, and such other officers as the business of the corporation may require, each of whom shall be elected or appointed to hold office for such period, have such authority and perform such duties as the Board at its pleasure from time to time may determine.

Section 7.03 Duplication of Office Holders. Any number of offices may be held by the same person, except that the Secretary nor the Treasurer/ Chief Financial Officer may serve concurrently as the President/ CEO or chairperson of the Board.

Section 7.04 Election of Officers. The corporation's officers shall be elected by the Board at a regular or special meeting of the Board, shall serve at the pleasure of the Board, and shall hold their respective offices until their resignation, removal, or other disqualification from service, until their respective successors shall be elected. Vacancies of officers may be filled by the Board at a regular or special meeting.

Section 7.05 Removal of Officers. Any officer may be removed, either with or without

cause, by the Board at any time or, in the case of an officer appointed by another officer, the person with authority to appoint shall also have the power of removal. Any removal shall be without prejudice to the rights, if any, of an officer under any contract of employment.

Section 7.06 Resignation of Officers. Any officer may resign at any time by giving written notice to the Board, but without prejudice to the rights, if any, of the corporation under any contract to which the officer is a party. Any such resignation shall take effect at the date of the receipt of such notice or at any later time specified therein and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

Section 7.07 Vacancies. A vacancy in any office because of death, resignation, removal, disqualification, or any other cause shall be filled in the manner prescribed in these Bylaws for regular election or appointment to such office, provided that such vacancies shall be filled as they occur.

Section 7.08 President/ CEO. Subject to the control of the Board, and subject to the President/ CEO's contract of employment, if any, the President/ CEO is the general manager and chief executive officer of the corporation and shall supervise, direct and control the business and officers of the corporation. The President/ CEO has the general powers and duties of management usually vested in the office of President/ CEO and such other powers and duties as may be prescribed from time to time by the Board.

Section 7.09 Chairperson of the Board. The Board may elect one Director to serve as Chairperson of the Board. He or she shall preside at the Board of Directors' meetings and shall exercise and perform such other powers and duties as the Board may assign from time to time.

Section 7.10 Secretary. The Secretary shall keep or cause to be kept, at the principal office or such other place as the Board may order, a book of minutes of all meetings of the Board and its committees, with the time and place of holding, whether regular or special, and if special, how authorized, the notice thereof given, the names of those present and absent, and the proceedings thereof. The Secretary shall keep, or cause to be kept, at the principal office in the State of California, the original or a copy of the corporation's Articles of Incorporation and Bylaws, as amended to date, and a register showing the names of all Directors and their respective addresses. The Secretary shall keep the seal of the corporation and shall affix the same on such papers and instruments as may be required in the regular course of business, but failure to affix it shall not affect the validity of any instrument. The Secretary shall give, or cause to be given, notice of all meetings of the Board and any committees thereof required by these Bylaws or by law to be given, and shall distribute the minutes of meetings of the Board to all Directors promptly after the meetings. The Secretary shall see that all reports, statements and other documents required by law are properly kept or filed, except to the extent the same are to be kept or filed by the Treasurer/ Chief Financial Officer. In general, the Secretary shall have such other powers and perform such other duties as may be prescribed from time to time by the Board.

Section 7.11 Treasurer/ Chief Financial Officer. The Treasurer/ Chief Financial Officer of the corporation shall keep and maintain, or cause to be kept and maintained, adequate and correct accounts of the corporation's properties and business transactions, including accounts of its assets,

liabilities, receipts, and disbursements. The books of account shall at all times be open to inspection by any Director. The Treasurer/ Chief Financial Officer shall deposit, or cause to be deposited, all moneys and other valuables in the name and to the credit of the corporation with such depositories as may be designated from time to time by the Board; disburse the funds of the corporation as may be ordered by the Board; and shall render to the President/ CEO and Directors, upon request, an account of all transactions and of the corporation's financial condition. The Treasurer/ Chief Financial Officer shall present to the Board at all regular meetings an operating statement and report since the last preceding regular meeting of the Board. The Treasurer/ Chief Financial Officer shall have such other powers and perform such other duties as may be prescribed from time to time by the Board.

Section 7.12 Compensation of Officers. The salaries of officers, if any, shall be fixed from time to time by resolution of the Board, or in the case subordinate officers are appointed by the President/ CEO, the President/ CEO shall also have the authority to fix such officers' salaries, if any. In all cases, any salaries received by officers of the corporation shall be reasonable and given in return for services actually rendered for the corporation which relate to the performance of the charitable purposes of the corporation.

ARTICLE XIII COMMITTEES

Section 8.01 Board Committees. The Board may create one or more committees, each consisting of two (2) or more Directors to serve at the pleasure of the Board, and may delegate to such committee any of the authority of the Board, except with respect to:

- (a) Final action on any matter that, by law, requires approval of all of the Directors or a majority of all of the Directors;
- (b) The filling of vacancies on the Board or on any committee which has the authority of the Board;
- (c) The fixing of compensation, if any, of the Directors for serving on the Board or on any committee;
- (d) The amendment or repeal of the corporation's Bylaws or the adoption of new Bylaws;
- (e) The amendment or repeal of any resolution of the Board which by its express terms is not so amendable or repealable;
- (f) The appointment of other committees having the authority of the Board;
- (g) The expenditure of corporate funds to support a nominee for Director after there are more people nominated for Director than can be elected; or

Committees must be created, and the members thereof appointed, by resolution adopted by a majority of the number of Directors then in office. The Board may appoint, in the same manner,

alternate members to a committee who may replace any absent member at any meeting of the committee.

Section 8.02 Meetings and Action of Board Committees. Meetings and actions of Board committees shall be governed generally by, and held and taken in accordance with, the Brown Act and provisions of these Bylaws concerning meetings of the Board, except that special meetings of committees may also be called by resolution of the Board. Meetings of committees shall be conducted in accordance with the Brown Act, if applicable. The Board may prescribe the manner in which proceedings of any such committee shall be conducted, so long as such rules are consistent with these Bylaws and the Brown Act, if applicable. In the absence of any such rules by the Board, each committee shall have the power to prescribe the manner in which its proceedings shall be conducted. Minutes shall be kept of each meeting of each committee and shall be filed with the corporate records.

Section 8.03 Revocation of Delegated Authority to Board Committees. The Board may, at any time, revoke or modify any or all of the authority so delegated to a committee, increase or decrease, but not below two (2), the numbers of its members, and may fill vacancies therein from the members of the Board.

ARTICLE IX INDEMNIFICATION AND INSURANCE

Section 9.01 Indemnification. To the fullest extent permitted by law, the corporation shall indemnify its Directors, officers, employees, and other persons described in Corporations Code Section 5238(a), including persons formerly occupying any such positions, against all expenses, judgments, fines, settlements, and other amounts actually and reasonably incurred by them in connection with any "proceeding," as that term is used in that section, and including an action by or in the right of the corporation by reason of the fact that the person is or was a person described in that section. "Expenses" shall have the same meaning herein as in Section 5238(a) of the Corporations Code. On written request to the Board of Directors by any person seeking indemnification under Corporations Code Section 5238(b) or Section 5238(c), the Board of Directors shall promptly decide under Corporations Code Section 5238(e) whether the applicable standard of conduct set forth in Corporations Code Section 5238(b) or Section 5238(c) has been met and, if so, the Board of Directors shall authorize indemnification.

Section 9.02 Other Indemnification. No provision made by the corporation to indemnify its Directors or officers for the defense of any proceeding, whether contained in the Articles of Incorporation, Bylaws, a resolution of Directors, an agreement, or otherwise, shall be valid unless consistent with this Article. Nothing contained in this Article shall affect any right to indemnification to which persons other than such Directors and officers may be entitled by contract or otherwise.

Section 9.03 Insurance. The corporation shall have the right to purchase and maintain insurance to the full extent permitted by law on behalf of its officers, Directors, employees, and other agents, to cover any liability asserted against or incurred by any officer, Director, employee, or agent in such capacity or arising from the officer's, Director's, employee's, or agent's status as such.

ARTICLE X RECORDS AND REPORTS

Section 10.01 Maintenance of Corporate Records. The corporation shall keep (a) adequate and correct books and records of account; (b) written minutes of the proceedings of the Board and committees of the Board; (c) the original or a copy of its Articles of Incorporation and Bylaws, as amended to date; and (d) such reports and records as required by law. All such records shall be kept at the corporation's principal executive office, or if its principal executive office is outside the State of California, at its principal office in this state.

Section 10.02 Inspection. Every director shall have the absolute right at any reasonable time, and from time to time, to inspect all books, records, and documents of every kind and the physical properties of the corporation. Such inspection by a director may be made in person or by agent or attorney and the right of inspection includes the right to copy and make extracts. This right to inspect may be circumscribed in instances where the right to inspect conflicts with California or federal law (e.g., restrictions on the release of educational records under FERPA) pertaining to access to books, records, and documents.

Section 10.03 Annual Report. Pursuant to Corporations Code Section 6321, within 120 days after the close of its fiscal year the corporation shall send each Director and any other persons as may be designated by the Board, a report containing the following information in reasonable detail:

(a) The assets and liabilities, including the trust funds, of the corporation as of the end of the fiscal year.

(b) The principal changes in the assets and liabilities, including trust funds, during the fiscal year.

(c) The revenue or receipts of the corporation, both unrestricted and restricted to particular purposes, for the fiscal year.

(d) The expenses or disbursements of the corporation, for both general and restricted purposes, during the fiscal year.

The annual report shall be accompanied by any report thereon of independent accountants or, if there is no such report, by the certificate of an authorized officer of the corporation that such statements were prepared without audit from the books and records of the corporation.

Section 10.04 Annual Statement of Certain Transactions and Indemnifications. As part of the annual report to all Directors, or as a separate document if no annual report is issued, the corporation shall, within 120 days after the end of the corporation's fiscal year, annually prepare and deliver to each Director any information required by Corporations Code Section 6322 with respect to the preceding year.

Section 10.05 Public Inspection and Disclosure. The corporation shall have available for public inspection at its principal office a copy of each of its annual exempt organization

information returns for each of the last three years and a copy of its state and federal applications for recognition of exemption.

ARTICLE XI OTHER PROVISIONS

Section 11.01 Validity of Instruments. Subject to the provisions of applicable law, any note, mortgage, evidence of indebtedness, contract, conveyance, or other instrument in writing and any assignment or endorsement thereof executed or entered into between the corporation and any other person, when signed by the President/ CEO, Vice President, Secretary or Treasurer/ Chief Financial Officer of the corporation, shall be valid and binding on the corporation in the absence of actual knowledge on the part of the other person that the signing officers had no authority to execute the same. Any such instruments may be signed by any other person(s) and in such manner as from time to time shall be determined by the Board and, unless so authorized by the Board, no officer, agent, or employee shall have any power or authority to bind the corporation by any contract or engagement or to pledge its credit or to render it liable for any purpose or amount.

Section 11.02 Construction and Definitions. Unless the context otherwise requires, the general provisions, rules of construction, and definitions contained in the California Nonprofit Public Benefit Corporation Law shall govern the construction of these Bylaws. Without limiting the generality of the preceding sentence, the masculine gender includes the feminine and neuter, the singular includes the plural, the plural includes the singular, and the term "person" includes both a legal entity and a natural person.

Section 11.03 Fiscal Year. The fiscal year of the corporation shall end on the last day of June of each year.

ARTICLE XII AMENDMENT OF BYLAWS

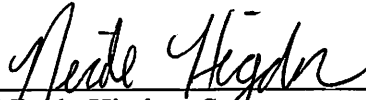
Section 12.01 Bylaw Amendments. The Board may adopt, amend, or repeal Bylaws unless doing so would be a prohibited amendment under the California Corporations Code. Any amendment to these Bylaws will require a majority vote of the authorized number of Directors.

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CERTIFICATE OF ADOPTION OF BYLAWS

I certify that I am the elected and acting Secretary of iLEAD Agua Dulce, a California nonprofit public benefit corporation, and that the foregoing Bylaws constitute the Bylaws of such corporation that were duly adopted by written consent of the corporation's Board of Directors on August 28, 2018.

IN WITNESS WHEREOF, I have signed my name and affixed the seal of the corporation to this certificate on August, 2018.



Nicole Higdon, Secretary
iLEAD Agua Dulce