



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, March 10, 2026
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

Chaired by Christine Johnson

Agenda

1. Opening Items

1.1. Call The Meeting To Order

1.2. Roll Call

1.3. Pledge Of Allegiance

1.4. Board Meeting Agenda

Discuss and take action regarding the Board Meeting Agenda.

Resolution #:

1.5. Board Meeting Minutes

Discuss and take action regarding the Board Meeting Minutes from the previous meeting/s.

Resolution #:

Documents

- Minutes-2026-02-10-v1 (1).pdf
-

2. Curriculum Moment

2.1. Curriculum Moment

3. Public Comments



3.1. 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.

4. Action Items

4.1. 2025-2026 Annual Audit Agreement

Discuss and take action regarding the 2025-2026 Annual Audit Agreement.

Resolution #:

Documents

- iLead Agua Dulce Audit & Tax Engagement Letter 2026-2028.pdf
-

4.2. K12 Strong Workforce Program MOU

Discuss and take action regarding the K12 Strong Workforce Program MOU.

Resolution #:

Documents

- SWP_MOU_8_AD.pdf
-

4.3. MOA - County of Los Angeles

The Board will review the MOA for Los Angeles County to allow use of public parks for instructional needs to iLEAD AD

Resolution #:

Documents

- ILEAD Agua Dulce Amendment No. 1.pdf
-

4.4. Revise ELOP Plan

Discuss and take action regarding the revised ELOP Plan

Resolution #:

Documents

- iLEAD Agua Dulce - ELO - P(rogram).pdf
-

4.5. SB 153 - Model Referral Protocols Board Policies

Resolution #:

Documents

- iLEAD Agua Dulce - SB 153 - Model Referral Protocols Board Policy - DRAFT.pdf
-

5. Discussion And Reports

5.1. School Director Report

5.2. IB Program



6. Consent Items

6.1. Personnel Report

Resolution #:

Documents

- 3.10.26_AguaDulcePersonnelReport.pdf
-

6.2. Check Registers

Resolution #:

Documents

- iAD Payment Register Summary_20260304.pdf
 - iAD Payment Register_20260304.pdf
-

7. Board Comments

7.1. Board Comments

8. Closing Items

8.1. Graduation Date

8th grade promotion June 3rd at 9:30am at the school. 12th grade graduation June 4th at 5:00pm at The Agua Dulce Women's Club.

8.2. 2026 Board Development Dinner

iLEAD CA is pleased to host the 2026 Annual Board Development Dinner on April 23 from 5:00 - 8:30 at HQ. Look for RSVP and information in your Board Email.

8.3. Annual Form 700

Reminder to fill out the electronic Form 700 sent from the "COI Desk" through email by April 1.

8.4. Next Meeting Date

April 21, 2026 Board Members mark their calendars and confirm quorum.

8.5. Adjournment

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, February 10, 2026
Started 4:00 PM
Ended 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
Chaired by Christine Johnson
Recorder Jacque So

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

Christine Johnson - Present

Kurt Knechtel -Present

Brianna Rowland - Absent

Mehgen Andrade - Present

Dianna Morris - Present

Status: Completed

1.3. Pledge Of Allegiance

The Pledge of Allegiance was recited

Status: Completed

1.4. Board Meeting Agenda

Discuss and take action regarding the Board Meeting Agenda.

- Motioned:Kurt Knechtel
- Seconded: Dianna Morris
- Unanimously Approved
- Brianna Rowland - Absent



Resolution #:

Status: Carried

1.5. Board Meeting Minutes

Discuss and take action regarding the Board Meeting Minutes from the previous meeting/s.

- Motioned: Kurt Knechtel
- Seconded: Dianna Morris
- Unanimously Approved
- Brianna Rowland - Absent

Resolution #:

Status: Carried

Documents

- Minutes-2026-01-20-v1 (2).pdf
-

2. Curriculum Moment

2.1. Curriculum Moment

Sonia's 5th graders presented their DreamUp to space presentation.

Status: Completed

3. Public Comments

3.1. 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.

No public comment(s) made

Status: Completed

4. Action Items

4.1. 2026-2027 School Calendar

Discuss and take action regarding the 2026-2027 School Calendar.

Cassandra presented the 26-27 School Calendar.

- Motioned: Kurt Knechtel
- Seconded: Dianna Morris
- Unanimously Approved
- Brianna Rowland - Absent

Resolution #:

Status: Carried



Documents

- 26-27 TR A AD (1).pdf
 - 26-27 TR A IS AD (1).pdf
-

4.2. 2025-2026 1st Interim Budget

Discuss and take action regarding the 2025-2026 1st Interim Budget.

Kelly presented the 25-26 1st interim budget.

- Motioned: Kurt Knechtel
- Seconded: Dianna Morris
- Unanimously Approved
- Brianna Rowland - Absent

Resolution #:

Status: Carried

Documents

- iLEAD Agua Dulce 2025-26 First Interim Budget Alternative Form and MYP.xlsx - Alternative Form (2) (1) (2).pdf
-

4.3. Board Member Terms

Discuss and take action to extend Christine Johnson's three year term.

Board members discussed and took action to extend Christine Johnson's three year term.

- Motioned: Kurt Knechtel
- Seconded: Dianna Morris
- Unanimously Approved
- Brianna Rowland - Absent

Resolution #:

Status: Carried

5. Discussion And Reports

5.1. School Director Report

Wendy Maxwell presented the Director's Report and answered questions of the Board.

Status: Completed

5.2. Teaching Assignment Monitoring Outcome Report and LCAP Mid-Year Update

Discuss the teaching assignment data report generated by the CA Department of Education as well as the Local Control Accountability Plan Mid-Year Update on mid-year expenditure and implementation data on all actions identified in the 2024–25 LCAP.

Wendy presented the LCAP report alongside Allison Bravo.

Status: Completed

Documents

- 25-26 Agua Dulce LCAP Mid-Year (1).pdf
-



6. Consent Items

6.1. Personnel Report

- Motioned: Kurt Knechtel
- Seconded: Dianna Morris
- Unanimously Approved
- Brianna Rowland - Absent

Resolution #:

Status: Carried

Documents

- 2.10.26_AguaDulcePersonnelReport (1).pdf
-

6.2. Check Registers

- Motioned: Kurt Knechtel
- Seconded: Dianna Morris
- Unanimously Approved
- Brianna Rowland - Absent

Resolution #:

Status: Carried

Documents

- iAD Payment Register Summary_20260205 (1).pdf
 - iAD Payment Register_20260205 (1).pdf
-

7. Board Comments

7.1. Board Comments

No comments

Status: Completed

8. Closing Items

8.1. Annual Form 700

Conflict of Interest Office has opened the electronic filing system. Forms are due April 1, 2026.

Status: Completed

8.2. 2026 Board Development Dinner

iLEAD CA is pleased to host the 2026 Annual Board Development Dinner on April 23 from 5:00 - 8:30 at HQ. Look for RSVP and information in your Board Email.

Status: Completed

8.3. Next Meeting Date

Board Members mark their calendars and confirm quorum.



3/10/26 at 4:00

Next meeting is 3/10/26 at 4:00pm.

Status: Completed

8.4. Adjournment

Meeting adjourned at 4:35pm.

Status: Completed



Certified Public Accountants serving
K-12 School Districts and Charter
Schools throughout California

February 23, 2026

Governing Board and Management
iLead Agua Dulce Charter School
11311 Frascati St
Agua Dulce, CA 91390-4840

We are pleased to confirm our understanding of the services we are to provide for iLead Agua Dulce Charter School for the fiscal years ending June 30, 2026, 2027 and 2028.

Audit Scope

We will conduct an audit of the financial statements of iLead Agua Dulce Charter School, (the "Organization"), which comprise the statement of financial position as of June 30, 2026, 2027 and 2028, the related statements of activities, functional expenses and cash flows for the year then ended. Also, the following supplementary information accompanying the financial statements will be subjected to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America (GAAS), and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements.

1. LEA Organization Structure
2. Schedule of Expenditures of Federal Awards (if Uniform Guidance applies*)
3. Schedule of Average Daily Attendance
4. Schedule of Instructional Time
5. Reconciliation of Financial Reports –Annual Financial and Budget Report with Audited Financial Statements

**A Federal Single Audit under Uniform Guidance is applicable in any year that the Organization expends more than the Single Audit Threshold in Federal funds.*

Audit Objectives

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America, and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with Government Auditing Standards.

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- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), *Audits of States, Local Governments, and Non-Profit Organizations*, if applicable
- An opinion (or disclaimer of opinion) on compliance with the types of compliance requirements described in the *Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, prescribed in Title 5, *California Code of Regulations*, section 19810.

Auditor's Responsibilities

We will conduct our audit in accordance with GAAS, the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the Single Audit Act Amendments of 1996, and the provisions of the Uniform Guidance, and the *Guide for Annual Audits of K-12 Local Education Agencies and the State Compliance Reporting* and will include test of accounting records, a determination of major program(s) in accordance with Uniform Guidance (if applicable), and other procedures we consider necessary to enable us to express such an opinion. As part of an audit in accordance with GAAS and Government Auditing Standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations are attributable to the Organization or to acts by management of employees acting on behalf of the Organization. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste of abuse in financial audit nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

In connection with this engagement, we may communicate with you or others via email transmission. As emails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that emails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure of emails transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits, or disclosure or communication of confidential or proprietary information.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern for a reasonable period of time.

Audit Procedures-Internal Controls

We will obtain an understanding of the Organization and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance (if applicable), we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Organization's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

When applicable, the Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Guidance Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the Organization's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on the Organization's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance. A Federal Single Audit under Uniform Guidance becomes applicable when the Organization expends more than the Single Audit Threshold in Federal funds in any given year.

Tax Preparation and Other Services

We will prepare your annual informational returns for the IRS (Form 990 or 990-EZ, as appropriate) and Franchise Tax Board (Form 199) with supporting schedules, and perform related research as considered necessary for the fiscal years ending June 30, 2026, 2027 and 2028. We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of the Organization in conformity with accounting principles generally accepted in the United States of America and the Uniform Guidance based on information provided by you. Our work in connection with the preparation of the tax returns does not include any procedures designed to discover defalcations or other irregularities, should any exist. The returns will be prepared solely from information provided to us without verification by us.

These non-audit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards, including the Statements on Standards for Tax Services issued by the American Institute of Certified Public Accountants. The other services are limited to the financial statements, schedule of expenditures of federal awards, related notes, and tax services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities. We will advise management with regard to tax positions taken in the preparation of the informational returns, but management must make all decisions with regard to those matters.

Certain communications involving tax advice are privileged and not subject to disclosure to the IRS. By disclosing the contents of those communications to anyone or by turning over information about those communications to the government, you, your employees, or agents, may be waiving this privilege. To protect this right to privileged communication, please consult with us or your attorney prior to disclosing any information about our tax advice. Should you decide that it is appropriate for us to disclose any potentially privileged communication; you agree to provide us with written advance authority to make that disclosure.

The IRS permits you to authorize us to discuss, on a limited basis, aspects of your return for one year after the due date of the return. Your consent to such a discussion is evidenced by checking a box on the return. Unless you tell us otherwise, we will check that box authorizing the IRS to discuss your return with us.

If, during our tax preparation, we discover information that affects your prior-year tax returns, we will make you aware of the facts. However, we cannot be responsible for identifying all items that may affect prior-year returns. If you become aware of such information during the year, please contact us for the best resolution of the issue.

Management Responsibilities

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance (if applicable); (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the Organization from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the Organization involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the Organization received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the Organization complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, if applicable, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance (if applicable); (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance (if applicable); (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on the organization's website, you understand that electronic sites are a means to distribute information, and therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

With regard to tax preparation, it is your responsibility to provide us with all the information required for preparing complete and accurate returns. You are responsible for the safeguarding of assets, the proper recording of transactions in the books of accounts, the substantial accuracy of the financial records, and the full and accurate disclosure of all relevant facts affecting the return(s) to us. You also have final responsibility for the tax return and, therefore, the appropriate officials should review the return carefully before an authorized officer signs and files it.

You agree to assume all management responsibilities for the tax services, financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter the tax services provided and our assistance with preparation of the financial statements, the schedule of expenditures of federal awards, and related notes and that you have evaluated the adequacy of our services and have reviewed and approved the results of the services, the financial statements, the schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Reporting

We will issue written reports upon completion of our audit. Our reports will be addressed to the Governing Board of iLead Agua Dulce Charter School. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. If issued, the Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

With regard to including the auditor's report in an exempt offering document, you agree that the aforementioned auditor's report, or reference to Christy White, Inc, will not be included in any such offering document without our prior permission or consent. Any agreement to perform work in connection with an exempt offering document, including an agreement to provide permission or consent, will be a separate engagement.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing. We will schedule the engagement based in part on deadlines, working conditions, and the availability of your key personnel. We will plan the engagement based on the assumption that your personnel will cooperate and provide assistance by performing tasks such as preparing requested schedules, retrieving supporting documents, and preparing confirmations. If, for whatever reason, your personnel are unavailable to provide the necessary assistance in a timely manner, it may substantially increase the work we have to do to complete the engagement within the established deadlines, resulting in an increase in fees over our original fee estimate.

We will provide an electronic and up to ten copies of our reports to the Organization, however, management is responsible for distribution of the reports and the financial statements. We will file the report by the published deadline with the Office of the State Controller, California Department of Education, the authorizing agency(ies) of the Organization's charter school(s), and, if different, the applicable County Office of Education and/or Superintendent of Schools where each charter school operates. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

If a Federal Single Audit under Uniform Guidance is performed, we will complete the appropriate section of the Data Collection Form that summarizes our audit findings. It is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through and/or granting entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the audit period.

By your signature below, you acknowledge the audit documentation for this engagement is the property of Christy White, Inc and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the Office of the State Controller or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Christy White, Inc personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release date or for any additional period requested by the Office of the State Controller. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation. Christy White, Inc does not keep any original client records, so we will return those to you at the completion of the services rendered under this engagement. It is your responsibility to retain and protect your records (which includes any work product we provide to you as well as any records that we return) for possible future use, including potential examination by any government or regulatory agencies. Christy White, Inc does not accept responsibility for hosting client information; therefore, you have the sole responsibility for ensuring you retain and maintain in your possession all your financial and non-financial information, data and records.

We expect to begin our audit as soon as possible and to issue our reports by the published deadline. The annual fee for professional services under the terms of this agreement shall not exceed the following agreed upon amounts:

	<u>2025-26</u>	<u>2026-27</u>	<u>2027-28</u>
Audit Services*	\$ 18,500	\$ 20,350	\$ 22,385
Tax Preparation:	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
Total Cost of Professional Services	<u>\$ 20,500</u>	<u>\$ 22,350</u>	<u>\$ 24,385</u>

**If a Federal Single Audit under OMB Uniform Guidance (UG) becomes applicable during any given year, an additional \$5,000 will be added to the annual audit fee. A Federal Single Audit under OMB UG is applicable in any given year that the Organization expends more than the Single Audit Threshold in Federal funds.*

The annual fee for auditing services shall not exceed the above amounts, with the exception that any auditing services provided for (1) significant changes in audit requirements as stated in *Government Auditing Standards* or the *Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting* issued by the Education Audit Appeals Panel, or (2) any changes in the number of charter schools or other programs operated by the iLead Agua Dulce Charter School during the period under this agreement, shall be in addition to the above fee. The ability to perform and complete the engagement consistent with the estimated fee included above depends upon the quality of the underlying accounting records and the timeliness of personnel in providing information and responding to requests. A failure to provide this information in an accurate and timely manner may result in an increase in fees and/or a delay in the completion of the engagement.

Optional tax preparation services will only be performed if noted as agreed upon by selection of “audit and tax preparation” in your response. Selection of “audit only” will exclude our responsibilities to perform the tax preparation services noted within this letter unless these services are outlined in a separate engagement letter. Our responsibilities do not include preparation of any other tax returns not previously mentioned that may be due to any taxing authority.

Our invoices for these fees will be rendered upon completion of fieldwork as follows: 25% of contract upon completion of site testing and/or planning, 25% of contract upon completion of interim testing and 50% of contract upon completion of year end fieldwork and are payable on presentation. In accordance with Education Code Section 14505 as amended, ten percent (10%) of the audit fee shall be withheld pending certification of the audit report by the Office of the State Controller and fifty percent (50%) of the audit fee shall be withheld for any subsequent year of a multi-year contract if the prior year’s audit report was not certified as conforming to the reporting provisions of the *Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*. For tax preparation services, each annual engagement will be complete upon the delivery of completed tax returns to you.

In the event that the nonprofit organization operating a single charter school experiences a school closure, a retainer in the full amount of the annual contract would be deemed necessary prior to beginning services for that year.

If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our reports. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination.

No Legal Services

iLead Agua Dulce Charter School acknowledges and agrees that Christy White, Inc does not provide legal services or licensed accounting services, and such licensed professional services are not included within the services which Christy White, Inc may provide under this Agreement. iLead Agua Dulce Charter School agrees to consult a lawyer and/or licensed accountant if iLead Agua Dulce Charter School seeks legal or accounting advice, and shall not rely on Christy White, Inc for such advice, consultation or services.

Indemnification

iLead Agua Dulce Charter School shall indemnify Christy White, Inc and hold harmless its directors, officers, employees, and agents from and against any and all actions, claims, damages and losses, including attorney's fees that may arise out of or in any way result from the negligent or intentional acts, errors, or omissions of iLead Agua Dulce Charter School. To the extent that iLead Agua Dulce Charter School properly directs Christy White, Inc, and to the extent that Christy White, Inc fails to properly perform the Services, Christy White, Inc shall indemnify and hold iLead Agua Dulce Charter School and its officers and employees harmless from and shall defend at its own expense all claims, demands, or suits at law or equity arising in whole or in part, but only to the extent that they arise from Christy White, Inc's active negligence or express breach of its obligations under this Agreement. Nothing in this Agreement shall require Christy White, Inc to indemnify iLead Agua Dulce Charter School against claims, demands or suits based upon intentional or negligent acts of iLead Agua Dulce Charter School, its agents, officers or employees.

Informal Dispute Resolution and Mediation

If any dispute arises among the parties, they agree to first try in good faith to settle the dispute within 7 business days following written notice thereof by communications between themselves. If the parties are unable to successfully resolve the dispute through such informal communications, then they shall attempt to do so within 45 days thereafter by mediation in San Diego County, California, either in person or by Zoom, under Rules for Professional Accounting and Related Services Disputes before resorting to binding arbitration. Any mediator chosen by the parties must have an accounting background unless they mutually agree in writing after the dispute has arisen to the selection of a mediator that does not have such an accounting background.

Binding Arbitration

The parties agree that any claim or controversy that is not resolved through the informal dispute resolution and mediation procedures described above, but which arises out of or relates to this agreement, or accountant's performance or non-performance of services including, without limitation, fees charged by accountant, professional negligence, malpractice, breach of fiduciary duty, and the like will be determined by binding arbitration before the Judicial Arbitration and Mediation Services (JAMS) office in San Diego, California, whether in person or by Zoom. The parties' consent to such jurisdiction and venue, unless they mutually select another venue in writing. Unless expressly set forth to the contrary herein, while the arbitration is pending, the parties shall share the costs of arbitration and arbitrator fees equally. Nevertheless, the arbitrator shall be empowered to reallocate such costs and fees to one side or the other as part of his or her final award. The arbitration will also utilize the then-prevailing comprehensive arbitration rules of JAMS, except that discovery may be taken in that arbitration pursuant to the California Code of Civil Procedure.

The arbitrator to be chosen by the parties shall have an accounting background unless they mutually agree in writing to the selection of an arbitrator that does not have an accounting background. If the parties are unable to agree on the selection of an arbitrator within 14 days after the commencement of the arbitration, then the arbitrator shall be chosen in accordance with the JAMS' rules for arbitrator selection. JAMS shall use its best efforts to include one or more arbitration candidates for the parties to choose from that have an accounting background.

Judgment may be entered upon the arbitrator's award by the San Diego Superior Court. Should iLead Agua Dulce Charter School refuse or neglect to appear or participate in the binding arbitration proceeding or pay for its share of the arbitration fees and costs, the arbitrator is empowered to decide the claim or controversy in accordance with the evidence presented.

iLead Agua Dulce Charter School should realize that by accepting arbitration, IT WILL WAIVE ITS RIGHT TO A JURY TRIAL AND THE RIGHT, EXCEPT UNDER LIMITED CIRCUMSTANCES, TO APPEAL THE ARBITRATOR'S DECISION.

Cooperation

This audit contract is null and void if the firm is declared ineligible to audit K-12 school districts pursuant to subdivision (c) of Education Code Section 41020.5. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Audit Periods and Extensions

The first period to be audited shall be for the fiscal year ending June 30, 2026, and is subject to extension for up to two additional fiscal years, if agreeable to the auditors and the Organization. The agreement may be cancelled annually if notified by the client or auditor by February 15 of each year. Additional extensions beyond 2028 may be secured on a year-by-year basis, subject to the agreement of the Organization and the auditor.

Independence

Professional standards require us to be independent with respect to the company. Any discussions with our personnel regarding employment could pose a threat to our independence. Therefore, you agree to inform the engagement partner before having any such discussions.

In accordance with *Government Auditing Standards*, upon request, we will provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract.

Christy White, Inc has a non-licensee owner who may provide client services in your contract under the supervision of licensed owner.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Marcy Kearney, CPA
Partner
Christy White, Inc.

RESPONSE:

This letter correctly sets forth the understanding of iLead Agua Dulce Charter School.

Please check your selection:

_____ Audit Only

_____ Audit and Tax Preparation

Signature

Title

Date



Memorandum of Understanding

**iLEAD Agua Dulce
And
*iLEAD Hybrid/iCC1***

March 10th, 2026

This service contract sets forth the terms and conditions under which **iLEAD Hybrid/iLEAD California Charters 1 (iCC1)** serving as the **Fiscal Agent**, and **iLEAD Agua Dulce** (Charter School) serving as a **Partner Agency**, will work together to meet the deliverables of the California Community Colleges Chancellor's Office K12 Strong Workforce Program (SWP).

This K-12 SWP grant is a regional collaborative project. Its purpose is to establish partnerships with local community colleges, school districts, charter schools, and business and community partners from throughout the South Central Coast region to improve career and technical education services to high school and community college students.

As a partner in this project, the Partner Agency agrees to:

- A. Engage in regional efforts to align workforce, employment, and education services.
- B. Offer high-quality curriculum and instruction aligned with the California Career Technical Education Model Curriculum Standards, including, but not limited to, providing a coherent sequence of career technical education courses that enable pupils to transition to postsecondary education programs that lead to a career pathway or attain employment upon graduation.
- C. Provide pupils with quality career exploration and guidance.
- D. Provide pupils support services, including counseling and leadership development.
- E. Provide skilled teachers or faculty and support professional development opportunities for those teachers or faculty members.
- F. Report data that can be used by policymakers, LEAs, community college districts, and their regional partners to support and evaluate the program, including, to the extent possible, demographic data used to evaluate progress in closing equity gaps in program access and completion, and earnings of underserved demographic groups.

G. Abide by all guidelines, policies and procedures of the iCC1 as set forth in this Service Contract and the CDE General Assurance and Certifications unless otherwise stated.

Partner Agency Responsibilities

The Partner Agency assumes the following responsibilities:

- Provide the staff, supervision, and facilities for all project-related activities to be conducted at Partner Agency;
- Participate in required grant meetings and activities including Leadership Team meetings, curriculum alignment meetings, Kick-off activities, and end-of-year awards.
- Ensure that all equipment and supplies purchased through the grant are inventoried and tracked and that all facilities used by the project are safely maintained;
- Ensure that the instructional activities to take place at Partner Agency Schools are implemented as described in the project application;
- Identify and report sources of the required match for the project budget (2:1 for the final allocation), contributing local Partner Agency funds to support and sustain the project as described in the budget narrative;
- Identify CTE specific work in the Local Control and Accountability Plan (LCAP);
- Provide oversight of the recruitment, selection, and retention efforts of the program at the Partner Agency Schools to ensure access of all students including low income students, English learners, students with disabilities, and any other underrepresented students;
- Appropriately schedule students to ensure project success;
- Implement counseling services as described in the application;
- Maintain and provide supporting documentation for all expenditures related to grant activities;
- Collect and report participant data to iCC1;
- Sign an MOU with Cal-PASS Plus to facilitate the sharing of data with the CALPASS Plus data system
- Collect and report fiscal match data to the iCC1;
- Maintain all records for five years after final grant documents have been submitted to CDE upon completion of the project.

Fiscal Agent Responsibilities

iCC1 assumes the following responsibilities:

- Process grant-related expenses for Partner Agencies;
- Provide oversight of the recruitment, selection, and retention efforts of Partner Agencies to ensure access of all students including low income students, English learners, students with disabilities, and any other underrepresented students;
- Convene regional curriculum development meetings to assist with post-secondary articulation, concurrent, and dual-enrollment activities;
- Complete and submit all fiscal reporting to the CDE;
- Complete and submit all participant reporting to the CDE not collected via CALPASS Plus.

Terms and Conditions

The Partner Agency agrees to the following terms and conditions of the Service Contract relative to:

- Acceptable Expenditures
- Record Keeping and Reporting
- Performance Outcome Measures
- Data Collection and Reporting

Record Keeping

The Partner Agency shall ensure that comprehensive records are maintained for all grant expenditures as described above. All records must be maintained for five years after the final grant documents have been submitted to CDE upon completion of the project.

Performance Outcome Measures

The long-term measure of success for the K12 SWP is the number of participating students who enroll in a CTE pathway, complete high school, transition successfully into an aligned postsecondary program, graduate with a degree or credential in a high-demand field, and successfully secure employment.

Program data will be collected through a state-wide tracking system that is designed to document progress toward this goal by tracking student momentum points throughout the career pathways program. Data will be collected on an ongoing basis and reported to CAL-PASS Plus.

Data Collection and Reporting

The K12 Strong Workforce Program Metrics measure the following student-level outcomes:

- Completed 2+ CTE courses in high school in the same program of study
- Completed 2+ CTE courses in high school in the same program of study that include:
 - early college credit, work-based learning, or third-party certification
- Graduated high school
- Enrolled in a California Community College within one year of leaving secondary school
- Entered registered apprenticeship after participation in high school pre-apprenticeship program
- Enrolled in another form of job training (other than California Community College)
- Completed 9+ CTE units in first year of California Community College
- Attained a California Community College certificate/degree or journey level status
- Transferred to a four-year institution after exiting California Community College
- Employed in a job closely related to field of study after exiting California Community College
- Median annual earnings of students after exiting California Community College
- Attained a living wage after exiting California Community College

The statewide tracking systems used may include the California Longitudinal Pupil Achievement Data System (CALPADS), and Cal-PLUS Plus.

To meet data collection and reporting requirements, the **Partner Agency** agrees to:

- Enter into data sharing agreements with the iCC1 on behalf of its participating schools;
- Adhere to data entry timelines and reporting requirements delineated in the data sharing agreements;
- Designate staff to collect and report student data;
- Participate in training programs provided by iCC1 relative to data collection and reporting;
- Meet reporting deadlines.

Term

The term of this service contract is from January 1st, 2026 – June 30, 2029, subject to all terms and conditions set forth herein.

Termination

Either party may terminate this contract at any time for any reason by providing 30 days written notice. In the event of termination under this paragraph, the Partner Agency will be paid for all work provided to the date of termination, as long as such work meets the terms and conditions of this contract.

Termination due to Cessation of State Funding

iCC1 shall have the right to terminate this Contract upon three (3) days written notice in the event that the receipt by iCC1 of funds from the State government and/or Chancellor's Office for this program is reduced, suspended or eliminated for any reason. The Partner Agency hereby expressly waives any and all claims against iCC1 for damages arising from the termination, suspension or reduction of the funds provided by the State government and/or Chancellor's Office to iCC1 for the program under which this Service Contract is made, or of the portion thereby delegated by this Service Contract.

Insurance

The Partner Agency shall be fully responsible for all insurance coverage, including general liability and employee workers compensation. The Partner Agency shall provide a certificate of insurance, naming the iCC1 as additional insured upon request of iCC1.

Indemnification and Hold Harmless

The Partner Agency agrees to indemnify, defend and hold harmless iCC1, its Board of Trustees, their officers, employees and volunteers from any and all claims and losses accruing or resulting to any other person, firm or corporation furnishing or supplying work, service, materials or supplies in connection with the performance of this Service Contract, and from any and all claims and losses resulting to any person, firm, corporation which may be injured or damaged by the service provider in the performance of this service contract. The Partner Agency agrees to waive all rights of subrogation against iCC1 for losses arising directly or indirectly from the activities and/or work covered by this Service Contract.

iCC1 agrees to indemnify, defend and hold harmless the Partner Agency, its Board of Directors, their officers, employees and volunteers from any and all claims and losses accruing or resulting to any other person, firm or corporation furnishing or supplying work, service, materials or supplies in connection with the performance of this Service Contract, and from an and all claims and losses resulting to any person, firm, corporation, which may be injured or damaged by the service provider in the performance of this Service Contract.

Notices

Any amendments or changes to this service contract should be submitted in writing and addressed to the following:

TO: iLEAD Hybrid/iLEAD California Charters 1
ATT: Amanda Fischer
29477 THE OLD ROAD
CASTAIC, CA 91384

PARTNER AGENCY INFORMATION

TO: iLEAD Agua Dulce
ATT: Wendy Maxwell
11311 FRASCATI ST
AGUA DULCE, CA 91390

Either party may, by giving written notice in accordance with this paragraph, change the names or addresses of the persons or departments designated for receipt of future notices. When addressed in accordance with this paragraph and deposited in the United States mail, postage prepaid, notices will be deemed given on the third day following such deposit in the United States mail. In all other instances, notices will be deemed given at the time of actual delivery.

Compliance with Laws

Each party to this contract will comply with all applicable laws.

Construction of Covenants and Conditions

Each term and each provision of this contract will be construed to be both a covenant and a condition.

IN WITNESS WHEREOF the parties hereto have executed this Contract.

SIGNATURES

PARTNER AGENCY:

Signature _____ Date _____

Name _____ Title _____

iCC1:

Signature _____ Date _____

Name _____ Title _____

**AMENDMENT NO. 1 TO THE MEMORANDUM OF AGREEMENT
WITH THE ILEAD SCHOOLS FOR SCHOOL-SPONSORED RECREATION
AT COUNTY FACILITIES**

This Amendment No. 1 to Memorandum of Agreement (MOA) No. DPR2026000021 previously DPR2024000125 is made and entered as of April 3, 2026 ("Amendment Effective Date") by and between the County of Los Angeles ("County") a body corporate and politic, and ILEAD Schools, a non-profit corporation organized and existing under the laws of the State of California ("**School**")(collectively, the "Parties").

RECITALS

- A. On April 03, 2025, the Parties entered into MOA No. DPR2024000125 whereby the County permitted District/School to access certain County Park(s) (as defined in the MOA and more fully described in Exhibit A to the MOA) for the purposes of school sponsored recreation.
- B. The MOA had an initial term of one (1) year. The initial term expires on April 2, 2026.
- C. Per Section 2 of the MOA, the District/School may exercise the option to extend their MOA for an additional term of up to four (4) years by providing written notice to County.
- D. Pursuant to Section 2 of the MOA, District/School wishes to extend their Agreement with the County and County agrees, to extend the term of the MOA for an additional four years as the first and only extension.

Now therefore, in consideration of the mutual promises, covenants, and conditions contained herein, District/School and County agree to amend the MOA as follows:

- 1. **Incorporation of Recitals.** The foregoing recitals are true and correct and are incorporated herein by this reference.
- 2. **Term.** The Term is amended to extend the term of the MOA an additional four years, which shall be effective as of the Amendment Effective Date, such that the Term shall expire on April 2, 2030.
- 3. **Insurance** – Section 16 from the Master MOA is re-stated with the following:

Insurance– During the term of this Agreement or as otherwise specified herein, the following insurance requirements shall be in effect. District may purchase commercial insurance to satisfy its insurance requirements herein. District, at its sole option, may elect to use a program of self-insurance, risk retention group, risk purchasing group, pooling arrangement and captive insurance to satisfy the Required Insurance provisions.

General Insurance – District Requirements: Without limiting District's indemnification of County, and in the performance of this Agreement and until all of its obligations pursuant to

this Agreement have been met, District shall provide and maintain at its own expense insurance coverage satisfying the requirements specified in Article 10, “General Insurance” and the “Insurance Coverage Requirements – Types and Limits” Section of this Agreement. These minimum insurance coverage terms, types and limits (the “Required Insurance”) also are in addition to and separate from any other contractual obligation imposed upon District pursuant to this Agreement. The County in no way warrants that the Required Insurance is sufficient to protect the District for liabilities which may arise from or relate to this Agreement.

Evidence of Coverage and Notice to County: Certificate(s) of insurance coverage (Certificate) satisfactory to County, and a copy of an Additional Insured endorsement confirming County and its Agents (defined below) has been given Insured status under the District’s General Liability policy, shall be delivered to County at the address shown below and provided prior to commencing services under this Agreement.

- i. Renewal Certificates shall be provided to County not less than 10 days prior to District's policy expiration dates. County reserves the right to obtain complete, certified copies of the District and/or Sub-Contractor insurance policies at any time.
- ii. Certificates shall identify all Required Insurance coverage types and limits specified herein, reference this Agreement by name and number, and be signed by an authorized representative of the insurer(s). The Insured party named on the Certificate shall match District’s name. Certificates shall provide the full name of each insurer providing coverage, its NAIC (National Association of Insurance Commissioners) identification number, its financial rating, the amounts of any policy deductibles or self-insured retentions exceeding fifty thousand (\$50,000.00) dollars, and list any County required endorsement forms.
- iii. Neither the County’s failure to obtain, nor the County’s receipt of, or failure to object to a non-complying insurance certificate or endorsement, or any other insurance documentation or information provided by the District, its insurance broker(s) and/or insurer(s), shall be construed as a waiver of any of the Required Insurance provisions.

Certificates and copies of any required endorsements shall be sent to:

Los Angeles County Department of Parks and Recreation
 Attention: Ruben Lopez Division Chief of Contracts and Procurement
 1000 South Fremont Avenue, Unit #40, Building A-9 West
 Alhambra, California 91803

- iv. District also shall promptly report to County any injury or property damage accident or incident, including any injury to a District employee occurring on County property, and any loss, disappearance, destruction, misuse, or theft of County property, monies or securities entrusted to District. District also shall promptly notify County of any third-party claim or suit filed against District or any of its Sub-Contractors which arises from or relates to this Agreement and could result in the filing of a claim or lawsuit against District and/or County.

Additional Insured Status and Scope of Coverage. The County of Los Angeles, its Special Districts, Elected Officials, Officers, Agents, Employees and Volunteers (collectively County and its Agents) shall be provided additional insured status under District's General Liability policy with respect to liability arising out of District's ongoing and completed operations performed on behalf of the County. County and its Agents additional insured status shall apply with respect to liability and defense of suits arising out of the District's acts or omissions, whether such liability is attributable to the District or to the County. The full policy limits and scope of protection also shall apply to the County and its Agents as an additional insured, even if they exceed the County's minimum Required Insurance specifications herein. Use of an automatic additional insured endorsement form is acceptable providing it satisfies the Required Insurance provisions herein.

Cancellation of or Changes in Insurance. District shall provide County with, or District's insurance policies shall contain a provision that County shall receive, written notice of cancellation or any change in Required Insurance, including insurer, limits of coverage, term of coverage or policy period. The written notice shall be provided to County at least ten (10) days in advance of cancellation for non-payment of premium and thirty (30) days in advance for any other cancellation or policy change. Failure to provide written notice of cancellation or any change in Required Insurance may constitute a material breach of this Agreement, in the sole discretion of the County, upon which the County may suspend or terminate this Agreement.

Failure to Maintain Insurance. District's failure to maintain or to provide acceptable evidence that it maintains the Required Insurance shall constitute a material breach of the Contract, upon which County immediately may withhold payments due to District, and/or suspend or terminate this Contract. County, at its sole discretion, may obtain damages from District resulting from said breach. Alternatively, the County may purchase the Required Insurance, and without further notice to Contractor, deduct the premium cost from sums due to District or pursue Contractor reimbursement.

Insurer Financial Ratings. Coverage shall be placed with insurers acceptable to the County with A.M. Best ratings of not less than A:VII unless otherwise approved by County.

District's Insurance Shall Be Primary. District's insurance policies, with respect to any claims related to this Agreement, shall be primary with respect to all other sources of coverage available to District. Any County maintained insurance or self-insurance coverage shall be in excess of and not contribute to any District coverage.

Waivers of Subrogation. To the fullest extent permitted by law, District hereby waives its and its insurer(s)' rights of recovery against County under all the Required Insurance for any loss arising from or related to this Agreement. District shall require its insurers to execute any waiver of subrogation endorsements which may be necessary to affect such waiver. The County may waive this requirement if District purchases commercial insurance to satisfy its insurance requirements herein. In the event the District elects to self-insure this requirement shall be waived.

Sub-Contractor Insurance Coverage Requirements. District shall include all Sub-contractors as insureds under District's own policies or shall provide County with

each Sub-Contractor's separate evidence of insurance coverage. District shall be responsible for verifying each Sub-Contractor complies with the Required Insurance provisions herein and shall require that each Sub-Contractor names the County and District as additional insureds on the Sub-Contractor's General Liability policy. District shall obtain County's prior review and approval of any Sub-Contractor request for modification of the Required Insurance.

Deductibles and Self-Insured Retentions (SIRs). District's policies shall not obligate the County to pay any portion of any District deductible or SIR. The County retains the right to require District to reduce or eliminate policy deductibles and SIRs as respects the County, or to provide a bond guaranteeing District's payment of all deductibles and SIRs, including all related claims investigation, administration and defense expenses. Such bond shall be executed by a corporate surety licensed to transact business in the State of California.

Claims Made Coverage. If any part of the Required Insurance is written on claims made basis, any policy retroactive date shall precede the effective date of this Agreement. District understands and agrees it shall maintain such coverage for a period of not less than three (3) years following Agreement expiration, termination or cancellation.

Application of Excess Liability Coverage. County may use a combination of primary and excess insurance policies which provide coverage as broad as ("follow form" over) the underlying primary policies to satisfy the Required Insurance provisions.

Separation of Insureds. All liability policies shall provide cross-liability coverage as would be afforded by the standard ISO (Insurance Services Office, Inc.) separation of insureds provision with no insured versus insured exclusions or limitations.

County Review and Approval of Insurance Requirements. The County reserves the right to review and adjust the Required Insurance provisions conditioned upon County's determination of changes in risk exposures.

INSURANCE COVERAGE REQUIREMENTS – TYPES AND LIMITS

General Liability insurance, naming County and its Agents as an additional insured, with limits of not less than the following:

Note: General Liability insurance limits vary depending on the District's activities in the County park. The higher limits apply if the District engages in both types of activities listed below.

- I. Limits required when District uses Los Angeles County Department of Parks and Recreation Property, including the Park, for short-term school-sponsored activities other than pool usage:

General Aggregate:	\$ 4 million
Products/Completed Operations Aggregate:	\$ 2 million
Personal and Advertising Injury	\$ 2 million
Each Occurrence:	\$ 2 million

- II. Limits required when District's short-term school-sponsored activities include pool usage:
- | | |
|--|---------------|
| General Aggregate: | \$ 10 million |
| Products/Completed Operations Aggregate: | \$ 2 million |
| Personal and Advertising Injury | \$ 5 million |
| Each Occurrence: | \$ 5 million |

Automobile Liability insurance (providing scope of coverage equivalent to ISO policy form CA 00 01) with limits of not less than \$1 million for bodily injury and property damage, in combined or equivalent split limits, for each single accident. Insurance shall cover liability arising out of District's use of autos pursuant to this Agreement, including owned, leased, hired, and/or non-owned autos, as each may be applicable.

Workers Compensation and Employers' Liability insurance or qualified self-insurance satisfying statutory requirements, which includes Employers' Liability coverage with limits of not less than \$1 million per accident. If District will provide leased employees, or, is an employee leasing or temporary staffing firm or a professional employer organization (PEO), coverage also shall include an Alternate Employer Endorsement (providing scope of coverage equivalent to ISO policy form WC 00 03 01 A) naming the County as the Alternate Employer, and the endorsement form shall be modified to provide that County will receive not less than thirty (30) days advance written notice of cancellation of this coverage provision. If applicable to District's operations, coverage also shall be arranged to satisfy the requirements of any federal workers or workmen's compensation law or any federal occupational disease law.

Sexual Misconduct Liability Insurance covering actual or alleged claims for sexual misconduct and/or molestation with limits of not less than \$2 million per claim and \$2 million aggregate, and claims for negligent employment, investigation, supervision, training or retention of, or failure to report to proper authorities, a person(s) who committed any act of abuse, molestation, harassment, mistreatment or maltreatment of a sexual nature.

Property Coverage: District given exclusive use of County owned or leased property of the total combined value of more than \$100,000 shall carry property coverage at least as broad as that provided by the ISO special causes of loss (ISO policy form CP 10 30) form. The County and its Agents shall be named as an Additional Insured and Loss Payee on District's insurance as its interests may appear. Automobiles and mobile equipment shall be insured for their actual cash value. Real property and all other personal property shall be insured for their full replacement value.

4. **Counterparts and Electronic Signatures and Representations.** This Amendment No. 1 may be executed in one or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same Amendment No.

1. The facsimile, email or electronic signature of the Parties shall be deemed to constitute original signatures, and facsimile or electronic copies hereof shall be deemed to constitute duplicate originals.
5. **Priority of Amendments.** In the event of any conflict between the terms and conditions of this Amendment No. 1 and the terms and conditions of the MOA, the terms and conditions of this Amendment No. 1 shall prevail.
6. **Full Force and Effect.** Except as modified by this Amendment No. 1, all of the terms, conditions, agreements, covenants, representations, warranties and indemnities contained in the MOA remain in full force and effect.

(Signature Page Follows)

**LOS ANGELES COUNTY
DEPARTMENT OF PARKS AND RECREATION**

By: _____
Norma E. García-González, Director

Date: _____

APPROVED AS TO FORM:

THE COUNTY OF LOS ANGELES
DAWYN R. HARRISON
County Counsel

By: _____

Date: _____

Rory Allen, Senior Deputy County Counsel
Lisa Jacobs, Deputy County Counsel

ILEAD SCHOOLS,
A non-profit corporation organized and existing under the laws of the State of California.

By _____ Date: _____

Name and Title

**[NOTE: IF BOARD PRESIDENT DOES NOT SIGN, NEED TO SHOW DELEGATED
AUTHORITY OR PROVIDE CERTIFICATION OF SIGNATURES]**

iLEAD Agua Dulce

EXPANDED LEARNING OPPORTUNITIES PROGRAM (ELOP) PLAN

Board Approved: 6/28/23



Expanded Learning Opportunities Program Plan

Name of Local Educational Agency and Expanded Learning Opportunities Program Site

Local Educational Agency (LEA) Name: iLEAD Agua Dulce Charter School

Contact Name: Wendy Maxwell

Contact Email: Wendy.Maxwell@ileadaguadulce.org

Contact Phone: (661) 268-6393

Instructions: Please list the school sites that your LEA selected to operate the Expanded Learning Opportunities Program (ELO-P)

1. iLEAD Agua Dulce - Single LEA

Purpose

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

Definitions

“Expanded learning” means before school, after school, summer, or intersession learning programs that focus on developing the academic, social, emotional, and physical needs and interests of pupils through hands-on, engaging learning experiences. It is the intent of the Legislature that expanded learning programs are pupil-centered, results driven, include community partners, and complement, but do not replicate, learning activities in the regular school day and school year. (*EC* Section

8482.1[a])

Expanded Learning Opportunities Program Plan

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

Instructions

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

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

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

The Expanded Learning Division adopted the *Quality Standards for Expanded Learning in California* (Quality Standards) and introduced requirements for Continuous Quality Improvement (CQI) to help programs engage in reflection and be intentional about program management practices and activities delivered to students. To create the program plan, provide a narrative description in response to the prompts listed under each Quality Standard below. The LEA may customize and include additional prompts, such as describing SEL activities, or refining the plan. In addition to the narrative

response, it may be useful to include tables, charts, or other visual representations that contribute to the understanding of the ELO-P. LEAs are encouraged to download and reference the Quality Standards in order to provide ongoing improvements to the program. The Quality Standards can be found on the California Department of

Education’s (CDE) Quality Standards and CQI web page, located at

<https://www.cde.ca.gov/ls/ex/qualstandcqi.asp>.

Expanded Learning Opportunities Program Plan

1—Safe and Supportive Environment

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

The Expanded Learning Opportunities Program at iLEAD Agua Dulce will be offered on site and will provide a safe environment that supports the physical and social-emotional needs of learners.

The staff will oversee the attendance sign-in and parent/guardian sign-out process. Learners will "register" for extended day or summer programs so staff will ensure contacts are up to date and emergency contacts on file in case of an emergency. All staff are trained in safety and first aid protocols. The safety procedures for the ELOP are aligned to the school day procedures. In collaboration with site administration, the program will participate in safety drills. A daily schedule is posted in the classroom with the indoor and outdoor activities. Staff have clipboards with groups and learner names to ensure supervision where learners are located.

In addition, iLEAD Agua Dulce staff and approved vendors will supplement the ELOP program by offering enrichment sessions on site. Facilitators and vendors will work with the school/program administrator to ensure learner safety. You could probably also put that familiar staff will be working with students, people that students already have relationships with. Creating a trusting, safe environment through SEL practices that are used in the regular program will be also used to ensure a safe supportive space is continued. All vendors go through the fingerprinting process and are cleared to work with learners.

2—Active and Engaged Learning

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

ELOP programs are developed with consideration for the individual and developmental needs of learners. The ELOP will engage learner participants in activities that promote collaboration and introduce learners to a variety of experiences. Enrichment opportunities will include hands-on activities that promote social emotional learning, literacy, and communication, collaboration, critical thinking, and creativity. Enrichment activities such as creative writing through art, math support, outdoor classroom, animal program, STEAM and design-thinking will be offered. In addition, iLEAD Agua Dulce Staff will provide academic support after school and during extended learning days that parallels topics and skills that have already been taught in the classroom to enhance learning

Expanded Learning Opportunities Program Plan

ELOP will provide fun, enriching activities aimed towards increasing a child's intellectual, social, and physical fitness needs. The programs will have a welcoming atmosphere aimed at encouraging each child's self-confidence while working to stimulate the child's creativity and critical thinking skills under the leadership of caring, competent and trustworthy staff members.

3—Skill Building

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

The goals of the ELOP align with the 4 Cs-Communication, Collaboration, Critical Thinking, and Creativity- as well as social emotional learning (SEL). These 4Cs will be promoted by enrichment activities that promote active and engaged learning. These activities will intentionally link goals and curricula with 21st century skills helping learners achieve mastery in content areas.

Learners will develop SEL skills through participation in team building activities that build trust and communication, mindfulness practices to identify and regulate emotions, and restorative justice practices that invite learners to repair harm. Learners will also have multiple opportunities to participate in athletics and other physical fitness activities, which will promote healthy lifestyles and support gross motor skill development.

4—Youth Voice and Leadership

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

The ELOP will provide and support intentional opportunities for learners to play a meaningful role in program design and implementation, and provide ongoing access to authentic leadership roles. The ELOP curriculum is flexible and highly adaptable to the skill levels of the learners and will constantly challenge learners to help guide the subjects being taught in class.

Considering the diverse needs of the learners themselves, learners will have the freedom to choose how they spend a portion of their time based on their own interests.

Expanded Learning Opportunities Program Plan

5—Healthy Choices and Behaviors

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

Considering the length of the program it will be important to provide a balance of opportunities to learners. Focusing on both academic and SEL the ELOP will support learner well-being and healthy lifestyles through physical activity, nutrition education, healthy meals, and outdoor education. Children in the TK and kindergarten program will participate in age-appropriate movement and play opportunities. Learners in grades 1-6 will have options to participate in various organized and developmental sports activities.

All staff and learners follow State and County health and safety guidelines. Part of ELOP curriculum focuses on eating healthy snacks, proper serving sizes, and why it is important to eat healthy. Nutritious snacks are served daily and all meals served during the additional 30 non-instructional days follow CA Nutritional Guidelines. Examples of snacks include grain cereal, carrots, Greek yogurt with fruit, cheese and apples, and string cheese.

Another part of the wellness plan is to encourage the development of positive character through a focus on the 7 habits of highly effective learners which include: Be Proactive, Begin With the End in Mind, Put First Things First, Think Win-Win, Seek First to Understand, Then to Be Understood, Synergize, and Sharpen the Saw. ELOP staff use this language to acknowledge learners' actions. For example, "Thank you for finding a compromise with your friend. Way to Think Win Win."

6—Diversity, Access, and Equity

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

The ELOP environment values and embraces diversity and equity for all learners. Through a variety of activities, learners develop a better understanding and appreciation of diverse cultures and their values. Staff will work to link activities to learners' backgrounds, experiences, and knowledge. Program planning is also done through a culturally responsive lens. Activities and learning experiences that celebrate the cultural diversity among our learners will be planned. There is special attention to ensuring activities are inclusive of all learners' and staff members. Our learners and staff will be given opportunities to share, from their diverse experiences and backgrounds. Reading materials selected for activities will represent the diversity of learner participants.

The program will actively recruit staff who reflect the community of the learners served.

Expanded Learning Opportunities Program Plan

Help completing forms and applications will be available to support parents and to create a welcoming and inclusive environment. ELOP staff also work with facilitators and directors to implement strategies to support learners (tailored to each individual learner) based on what is successful during the regular day program.

Other school staff (directors, counselors, facilitators, and office staff) will communicate physical and developmental needs of individual learners to site coordinators, including learners with disabilities. Learners with a 504 or iep will have modifications and/or accommodations as listed during the extended time.

7—Quality Staff

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

The program will recruit and retain high quality staff. Although some ELOP staff may be hired and employed by contracted agencies, all staff directly supporting children in the program will meet the same minimum requirements as Instructional Assistants. ELOP staff members go through an intensive hiring process that includes in person interviews, reference checks and a DOJ livescan background and fingerprint check. Learners will engage with staff throughout the duration of the program. Through the scheduled list below learners are under constant supervision by staff. They engage with from the start of the program as well as during enrichment classes, physical education, small group assistance, or any other planned activity. Staff will engage with building relationships with the learners and making connections with each individual.

Initial and ongoing training will be provided to support the school staff in educational, behavior management, strategies for working with English Learners, and learners with disabilities, health and safety, and must complete Mandated Reporting Training annually. The ELOP Staff will participate in professional development as required based on staff and learner needs.

8—Clear Vision, Mission, and Purpose

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

The mission of the ELOP is aligned to the School's Mission to "Free to Think. Inspired to Lead " and the vision of the School is that "all learners possess the knowledge, skills and confidence to succeed by mastering academic standards and developing a deep understanding of subject matter. Learners have a heightened awareness of the endless possibilities for their future and will be able to think critically by asking the right questions,

Expanded Learning Opportunities Program Plan

especially when confronted with the status quo.” The goal is for all learners to be college and career ready and to develop the key attributes in the Vision of an iLEAD Learner.

In order to achieve this, the ELOP is aligned to the school’s Multi-Tiered System of Supports (MTSS) plan. Appropriate interventions and enrichment classes will meet the academic, social-emotional, and behavioral needs of learners.

The Vision of an iLEAD Learner is to engage learners in meaningful, challenging and innovative educational experiences that will result in every learner developing key characteristics to be successful in college and careers. The ELOP will support this work by providing an expanded learning program that will give learners the opportunity to further develop the skills of the iLEAD Learner: Lifelong Learner, Empathetic Citizen, Authentic Individual, and Design Thinker.

The purpose of the ELOP is to offer a cohesive segment of the child’s day that fluidly allows them to transition from their daily school routines to their after school activities. The goal is to cultivate a meaningful learning environment that enhances the child’s expanded learning experience.

9—Collaborative Partnerships

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

The LEA has developed partnerships with outside agencies to provide programs, enrichment activities and staffing for the ELOP. Collaborative partners meet multiple times during the year to engage in continuous quality improvement. The Expanded Learning Quality Standards are discussed and ideas for best practices are shared. Partners who participate in these meetings include the school director, partner agencies, any program coordinators, and other school staff. The ELOP will collaborate with school site leaders to ensure that there is an integrated partnership between the school site and the ELOP. Staff from all agencies will work collaboratively with the guidance and direction of the Director or designee.

School and community partners will participate in Los Angeles County Office of Education (LACOE) Expanded Learning Communities of Practice meetings and other CA Department of Education and LACOE Expanded Learning professional learning opportunities that will provide additional resources, support and training. The school will also continue to seek partnerships with outside agencies who can provide resources to learners.

ELOP staff will also conduct parent surveys regularly for program evaluation and continuous improvement.

Expanded Learning Opportunities Program Plan

10—Continuous Quality Improvement

Describe the program’s Continuous Quality Improvement plan.

ELOP uses data from multiple sources to assess its strengths and weaknesses in order to continuously improve program design, outcomes and impact. The Continuous Quality Improvement (CQI) process will incorporate feedback from staff, parents, learners, facilitators, and partners. The feedback will inform program goals and plan.

The School will collect data from surveys and meetings to help guide program improvement and design. In collaboration with community partners, facilitators, program staff, and other administrators, the School Director will document goals and actions that will be reviewed and revised annually

11—Program Management

Describe the plan for program management.

The School Director and the ELOP coordinator, in collaboration with CA State and Federal Programs, are responsible for overall program oversight. This management includes guiding the program improvement process, submitting necessary data reports to the CDE, facilitating meetings with partner agencies, developing professional development plans, and pursuing community partnerships.

Attendance Recovery Integration:

- **Operational Oversight:** iLEAD Lancaster may offer Attendance Recovery (AR) concurrently with the ELOP program. While both programs share space and resources, AR will be managed as a distinct component to ensure compliance with California law.
- **Tracking and Reporting:** Partner agencies and ELOP staff will use the student information system or a supplemental attendance system to record AR hours separately from regular ELOP participation. Attendance for AR will be tracked in one-hour increments to support ADA (Average Daily Attendance) apportionment.
- **Sign-in/Sign-out Procedures:** The existing sign-in and sign-out procedures will be maintained to accurately account for all learners. For students participating in AR, staff will specifically document the start and end times of the recovery period to create a clear audit trail.
- **Certificated Supervision:** In accordance with legal requirements, a certificated

Expanded Learning Opportunities Program Plan

teacher will provide immediate supervision and control during the instructional hours designated for attendance recovery to verify and sign off on all AR records.

Daily Operations: Partner agencies contracted with the school will implement daily operations, including sharing program information with parents and conducting staff meetings. These agencies will also ensure that AR data is correctly prepared for annual reporting requirements, such as the CALPADS End-of-Year submission.

Expanded Learning Opportunities Program Plan

General Questions

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

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

iLEAD Agua Dulce is not an ASES or 21st CCLC school

Transitional Kindergarten and Kindergarten

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

The TK/Kindergarten program provides a balanced approach of play and academics. Staff use child-guided inspiration to support learning, taking their cues from children's interest and expanding into activities and projects. TK/K ELOP activities enhance early learning in literacy, mathematics, and writing skills, as well as social emotional development and hands-on learning. Learner to facilitator ratios will be 10:1.

TK/Kindergarten staff meet regularly to discuss program goals, strengths, and challenges. Professional development of TK and Kindergarten program staff includes a new hire orientation that covers basic health and safety and program implementation.

Sample Program Schedule

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

Expanded Learning Opportunities Program Plan

TK-K School and ELOP

8:45	School Begins
8:45-9:00	Morning Meeting Circle
9:00-10:00	Phonics/Centers
10:00-10:15	Recess
10:15-11:30	Math/centers/small group conferring
11:30-12:00	Outdoor Classroom/Movement
12:00-12:40	Lunch
12:40-1:15	Story/Strategies
1:15- 2:00	Social Studies/Project
2:00-2:40	Language Arts/centers/small group conferring
2:40-3:10	Science/Project
3:10-3:15	Closing Circle
3:15	End of school day
3:15	Extended Learning Opportunities
3:15-3:30	Snack
3:30-4:30	Outdoor Classroom/Animal Program
4:30-5:15	STEAM Enrichment
5:15-6:00	Small group conferring academic support
6:00 PM	End of ELOP

1st-8th grade ELOP

8:45	School Begins
8:45-9:00	Morning Meeting
9:00-10:00	ELA/Project
10:00-10:30	1-3 Recess
10:30-11:35	Math/Centers/Small group conferring
11:35-12:15	1-3 Lunch
12:15-1:15	Writing/Centers/Small group conferring
1:15-2:15	Social Studies/Project

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2:15-3:05	PE/Speciality Classes
3:15	Dismissal
3:15	Extended Learning Opportunity
3:15-3:30	Snack
3:30-4:30	Outdoor Classroom
4:30-5:30	Art/Music/STEAM Enrichment
5:30-6:00	Homework Support/small group conferring
6:00 PM	End of ELOP

TK-K Non-School Days

8:45	School Begins
8:45-9:00	Morning Meeting
9:00-10:00	ELA Support
10:00-10:30	Recess
10:30-11:35	Hands-on Science
11:35-12:15	Lunch
12:15-1:15	Math Support
1:15-2:15	Animal Program
2:15-3:15	Outdoor Classroom
3:15-3:30	Snack
3:30-4:30	Art
4:30-5:30	Design Challenge
5:30-6:00	Story Circles

Non-School Days 1st-8th Rotating

8:00	School Begins
8:00-8:30	Morning Meeting (SEL)
8:30-9:00	Writing Prompts
9:00-10:00	Animal Program
10:00-10:30	1-3 Recess
10:30-11:35	Hands-on Science
11:35-12:15	1-3 Lunch
12:15-1:15	ELA Support
1:15-2:15	Math support
2:15-3:15	Smart Lab

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3:15-3:30	Snack
3:30-4:30	Art
4:30-5:30	Outdoor Classroom
5:30-6:00	Small group academic support

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

EC Section 46120(b)(2):

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

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

(A) The department’s guidance.

(B) Section 8482.6.

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

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

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

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

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

For at least 30 non school days, during intersessional periods, no less than nine hours

Expanded Learning Opportunities Program Plan

of in-person expanded learning opportunities per day.

EC Section 46120(b)(3):

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

EC Section 46120(b)(4):

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

EC Section 46120(b)(6):

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

EC Section 46120(c):

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

EC Section 8482.3(d):

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

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

EC Section 8482.6:

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

Expanded Learning Opportunities Program Plan

ability to pay.

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

The administrator of every program established pursuant to this article shall establish minimum qualifications for each staff position that, at a minimum, ensure that all staff members who directly supervise pupils meet the minimum qualifications for an instructional aide, pursuant to the policies of the school district. Selection of the program site supervisors shall be subject

to the approval of the school site principal. The administrator shall also ensure that the program maintains a pupil-to-staff member ratio of no more than 20 to 1. All program staff and volunteers shall be subject to the health screening and fingerprint clearance requirements in current law and district policy for school personnel and volunteers in the school district, except that programs serving transitional kindergarten or kindergarten pupils shall maintain a pupil-to-staff member ratio of no more than 10 to 1.

EC Section 8482.3(c)(1)(A–B):

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

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

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



Referral Protocols for Addressing Pupil Behavioral Health Concerns (Grades 7–12)

Board Approved: xxxx

The Governing Board, at its regularly scheduled meeting held on [date], hereby adopts the following policy on referral protocols for addressing pupil behavioral health concerns in grades 7–12.

This policy has been developed in consultation with school and community partners and school-linked behavioral health professionals. It establishes the adopted procedures for referrals to behavioral health professionals and support services for pupils in grades 7–12.

Addressing the Needs of High-Risk Groups (EC Section 49428.2(b)(3))

The Governing Board recognizes the importance of ensuring equitable access to behavioral health supports for all pupils. The Governing Board hereby adopts this policy to address the needs of high-risk pupil groups, which include, but are not limited to, the following:

- Pupils with disabilities, mental illness, or substance use disorders.
- Foster youth and youth placed in out-of-home settings.
- Homeless youth.
- Pupils experiencing bereavement or loss of a close family member or friend.
- Pupils for whom there is a concern due to behavioral health disorders, including common psychiatric conditions and substance use disorders such as opioid and alcohol abuse.
- Lesbian, gay, bisexual, transgender, or questioning pupils.

The **School Counselor and/or other appropriate credentialed/licensed staff** who oversee the mental and behavioral health needs of pupils are responsible for coordinating the implementation of these group-specific referral protocols, in collaboration with the School Director, Foster Youth Liaison, and Homeless Liaison.

School leadership may also identify additional pupil groups at their discretion, such as English learners or recently immigrated pupils, if local data or partner input indicate increased behavioral health risks.

Student Privacy

iLEAD Agua Dulce recognizes and agrees to abide by all applicable federal and state pupil data privacy laws and regulations, including but not limited to the Family Educational Rights and Privacy Act (FERPA) and Education Code section 49073 et seq., in connection with its policy on referral protocols for addressing pupil behavioral health concerns and the implementation of such policy and protocols.

Referral Protocols and Procedures

The Governing Board hereby adopts the following referral protocols and procedures relating to referrals to behavioral health professionals and support services:

Needs Assessment

The Site Director or designee shall conduct an annual needs assessment to:

- Identify behavioral health trends;
- Review available resources; and
- Detect service gaps within the school community.

Each school site shall review referral volume, response times, and outcomes quarterly and submit findings to the Site Director or designee to support continuous improvement.

Capacity Building

iLEAD Agua Dulce shall:

- Provide professional development on referral pathways and staff roles.
- Clarify responsibilities among certificated and classified staff; and
- Maintain partnerships with school-linked behavioral health professionals and the community providers.

Planning

The Director or designee shall:

- Define referral pathways for crisis and non-crisis concerns;
- Establish goals and assign responsible roles for each step in the referral process; and
- Enter into memoranda of understanding with external partners, where appropriate, to support referral handoffs and information-sharing.

Implementation

iLEAD Agua Dulce shall establish step-by-step procedures to:

- Initiate referrals;
- Document concerns;
- Notify parents/guardians consistent with law;
- Triage the level of need;
- Link pupils to appropriate services; and
- Schedule follow-up checks.

The referral process and procedures will be reviewed with school staff annually and clearly outlined for easy access by school staff and parents/guardians.

Evaluation and Continuous Improvement

iLEAD Agua Dulce shall conduct an annual evaluation of referral protocols that includes:

- Data collection and analysis;

- Input from staff, families, and community stakeholders; and
- Targeted improvements based on evaluation results.

Evaluation shall monitor outcomes, including, but not limited to:

- Median time to first contact;
- Percentage of follow-ups completed within ten school days;
- Outcomes for the pupil groups identified in Education Code section 49428.2(b)(3).

Training (EC Section 49428.2(b)(4), (c)–(e))

iLEAD Agua Dulce shall ensure that facilitators of pupils in grades 7–12 receive training on pupil social-emotional and behavioral health. Training materials approved by iLEAD Agua Dulce shall include:

- How to identify appropriate contacts for behavioral health evaluation, services, or both, at the school site and within the larger community; and
- When and how to refer pupils and their families to those services.

Optional training elements may also include recognizing the signs and symptoms of youth behavioral mental health disorders.

Subject to Education Code section 49428.2(d), iLEAD Agua Dulce shall certify, on or before July 1, 2029, to the California Department of Education that:

- 100 percent of certificated employees, and
- 40 percent of classified employees who have direct contact with pupils in grades 7–12 have received youth behavioral health training at least once, in accordance with Education Code section 49428.2(c)(1)–(5).

Authorization and Scope of Practice (EC Section 49428.2(b)(5))

To ensure that all school employees act only within the authorization or scope of their credential or license, iLEAD Agua Dulce shall:

- Provide training and guidance to staff, clarifying their roles in the referral process and the limits of their credentials or licenses.
- Direct employees to refer pupils to appropriately credentialed or licensed professionals when behavioral health concerns are identified.
- Maintain referral protocols specifying which staff positions are authorized to act at each stage of the referral process.
- Review job descriptions and assignments to confirm alignment with credentialing and licensing requirements.
- Inform staff that only licensed or credentialed professionals are permitted to diagnose or treat behavioral health conditions.

Consistent with Education Code sections 49428.1(b)(8) and 49428.2(b)(5), nothing in this policy shall be construed as authorizing or encouraging school employees to diagnose or treat youth behavioral health disorders unless they are specifically licensed and employed to do so.

EMPLOYMENT - NEW HIRES

Barber, Herbert

Care Team - Instructional Specialist (Backfill)

2/26/2026

RESIGNATIONS/TERMINATIONS

N/A

STATUS CHANGE

N/A

Company Name: iLEAD Agua Dulce
Report Name: Payment Register Summary
Report Title 2: Mission Valley Bank
Footer Text: 02/06/2026-03/04/2026

GL Account #	GL Account Description	Total
3401	Health & Welfare Benefits - Credentialed positions	8,670.10
3402	Health & Welfare Benefits - Classified positions	5,464.96
4110	Core Curriculum - Texts, Workbooks, etc	92.10
4305	Educational Supplies (Classroom, Project, SpEd, Etc)	381.26
4315	Art Supplies	506.57
4325	Custodial Supplies	893.01
4335	Home Study Stipend	3,942.94
4340	Office Supplies	764.49
4345	Printing & Reproduction Supplies	650.00
4355	Facilities Supplies	1,820.86
5310	Professional Dues, Memberships, and Subscriptions	372.00
5510	Utilities - Electricity	4,608.57
5560	Operations - Security	54.95
5630	Repairs & Maintenance - Facilities	755.00
5801	Professional Services - Service Fees	31.60
5824	Operating Expenditures - Fundraising & Grantwriting	161.00
5827	Operating Expenditures - Other Benefit Fees	250.00
5830	Operating Expenditures - Marketing & Advertising	265.38
5852	Student Services Expenditures - Special Education Contracted Services	8,274.36
5853	Student Services Expenditures - Student & Group Activities	7,285.49
5855	Student Services Expenditures - Substitutes	2,593.00
5910	Telephone & Fax	1,562.03
9310	Prepaid Expenditures (Expenses)	8,518.69
9535	Retirement Liability	35,016.31
9536	403b Payable	477.54
9544	Credit Card Payable - iAD	1,181.59
Grand Total		\$94,593.80

Company name: iLEAD Agua Dulce
Report name: Payment Register
Report title 2: 02/06/2026-03/04/2026
Created on: 3/5/26
Location: 118--iLEAD Agua Dulce

Date	Vendor	Amount
2/6/26	AMAZ100--Amazon Capital Services (iCA)	363.92
2/9/26	PSAD000--PS Administrators	58.93
2/10/26	AMAZ100--Amazon Capital Services (iCA)	26.04
2/10/26	ATT118A--AT&T 9839.	1,562.03
2/10/26	NATIO00--National Benefit Services	250.00
2/10/26	NONS000--Nonstop Administration & Insurance Services, Inc.	6,203.73
2/11/26	CIGN003--Cigna Health and Life Insurance Company	6,305.49
2/11/26	PSAD000--PS Administrators	35.00
2/11/26	RAMP118--Ramp	1,181.59
2/12/26	ACTO001--Acton Karate & Krav Maga	260.00
2/12/26	AMAZ100--Amazon Capital Services (iCA)	277.80
2/12/26	AMAZ100--Amazon Capital Services (iCA)	60.46
2/12/26	AMER008--Ameritex Office Solutions	350.00
2/12/26	CIGN000--Cigna Healthcare	1,060.91
2/12/26	CIGN001--Cigna Healthcare	312.25
2/12/26	DANC007--Dancin' In Acton, Inc.	370.00
2/12/26	EDGE000--The Edge Martial Arts, Inc.	155.00
2/12/26	HOLL003--Maestro Performance Products	310.00
2/12/26	KIWI000--KiwiCo Inc [P]	125.77
2/12/26	MELB002--Mel Booker Music, Inc.	120.00
2/12/26	TAKE000--TAKE 1 ACTING STUDIOS LLC	500.00
2/12/26	TOPO000--Top Out Climbing. LLC [S]	600.00
2/12/26	WEST000--West Coast Music Academy [S]	414.00
2/13/26	AMAZ100--Amazon Capital Services (iCA)	392.02
2/13/26	AMER008--Ameritex Office Solutions	300.00
2/13/26	HEAL005--Healthcare Staffing Professional, Inc	5,084.62
2/17/26	VENB000--Venbrook Insurance Services	1,828.20
2/19/26	AGUA001--Agua Dulce Hardware	6.57
2/19/26	AMAZ100--Amazon Capital Services (iCA)	259.64
2/19/26	EDI118A--Southern California Edison 9069	4,608.57
2/19/26	INTE000--International Baccalaureate Organization	372.00
2/19/26	MCCA000--McCalla Company	543.21
2/19/26	PANT000--Panther Pest Control	225.00
2/19/26	PSAD000--PS Administrators	31.60
2/19/26	SCOO000--Scoot Education	1,690.00
2/19/26	UEAI000--Universal Electronic Alarms Inc.	54.95
2/23/26	AGUA001--Agua Dulce Hardware	26.32
2/23/26	AMAZ100--Amazon Capital Services (iCA)	1,149.17
2/23/26	GRAB000--Kara and Nick Grable	2,800.00
2/23/26	LEGA003--Legal Shield	32.85
2/23/26	NASS001--NASSP (National Association of Secondary School Principals)	385.00
2/23/26	SCHO015--School Zone Transportation, Inc	1,400.00

Date	Vendor	Amount
2/23/26	SPEC003--Specialized Therapy Services	389.74
2/24/26	GARN000--Garner Holt Education through Imagination, LLC	375.00
2/24/26	NATI000--National Benefit Services	477.54
2/24/26	SCHO015--School Zone Transportation, Inc	975.00
2/26/26	AMAZ100--Amazon Capital Services (iCA)	508.09
2/27/26	AMAZ100--Amazon Capital Services (iCA)	421.80
2/27/26	BYRN000--Byrne, Stephanie	161.00
2/27/26	HUGO000--Hugo's Gymfitness [S]	600.00
2/27/26	WILE001--Wileman, Gina M	220.00
3/2/26	AMAZ100--Amazon Capital Services (iCA)	307.07
3/2/26	DHME000--D H MECHANICAL	530.00
3/2/26	LOSA001--Los Angeles County Office of Education (LACOE)	35,016.31
3/2/26	MCCA000--McCalla Company	349.80
3/2/26	NONS000--Nonstop Administration & Insurance Services, Inc.	6,431.39
3/2/26	PURE000--Pure Oasis Water	166.00
3/2/26	SCHO015--School Zone Transportation, Inc	1,500.00
3/3/26	AMAZ100--Amazon Capital Services (iCA)	320.42
3/3/26	SCOO000--Scoot Education	903.00
3/3/26	UNIV002--Universal Studios Hollywood	2,849.00
		\$94,593.80