## **Board of Directors**



Scott Moote, President Caroline Veale, Secretary Daniel Niebaum, Treasurer

## Bella Mente Charter School Board Meeting Agenda April 11, 2023

Meeting Location: 1737 W. Vista Way, Vista, California 92083

**Virtual participation:**https://attendee.gotowebinar.com/register/5339887502257388375 (BMMA endeavors to provide virtual public participation on a voluntary basis. This option may not be provided for all Board Meetings.)

### You can also dial in using your phone.

United States: 1 (415) 930-5321 **Access Code:** 521-274-447

Closed Session: at 6:30 PM

Open Session: when the closed session adjourns

IMPORTANT NOTICE: Members of the public can view the meeting via livestream and can participate in the meeting electronically via GotoWebinar. Members of the public who would like to address the Board may do so in person at the meeting location, or may do so electronically by emailing board@bellamentecharter.org prior to start of the meeting to request a hold card / time to speak, or by responding when the Board Chair confirms public commenters for each item. The hold cards will be issued as early as 6:00pm up until the meeting is called to order. Members of the public need not submit their comments in advance.

CLOSED SESSION: at 6:30 PM (Two)

**OPEN SESSION:** when the closed session adjourns

I. Call to order, roll call and establishment of quorum

Moved	Ву			Sec	conded By	
AYE	NAY	ABSTAIN	ABSENT	Board Member		

AYE	NAY	ABSTAIN	ABSENT	Board Member
				Scott Moote
				Caroline Veale
				Dan Niebaum

#### II. CLOSED SESSION (Two)

A. Public comment on closed session items

- 1. In accordance with Government Code Section 54956.8, the Board will meet in closed session to consider: REAL ESTATE MATTERS- (None)
- 2. In accordance with Government Code Section 54957.6, the Board will meet in closed session to consider: PUBLIC EMPLOYEE EVALUATION (One)
- 3. In accordance with Government Code Section 54956.9, the Board will meet in closed session to consider: CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION Significant exposure to litigation pursuant to Gov. Code

- §54956.9(d)(2) and/or §54956.9(d)(4) (None)
- 4. In accordance with Government Code Section 54956.9, the Board will meet in closed session to consider: CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (One)

#### III. OPEN SESSION/REGULAR MEETING

Call to order, roll call and establishment of quorum

Moved	Ву				Seconded By	
AYE	NAY	ABSTAIN	ABSENT	Board Member		

AYE	NAY	ABSTAIN	ABSENT	Board Member
				Scott Moote
				Caroline Veale
	·			Dan Niebaum

#### A. REPORTABLE ACTION ITEMS CONSIDERED IN CLOSED SESSION

## B. NONAGENDA PUBLIC COMMENTS (20 MINUTES TOTAL)

PUBLIC COMMENTS/COMMUNITY MEMBERS: Any member of the public who wishes to speak to an agenda item not on the agenda but regarding school business may do so at this time. The hold cards will be issued as early as 6:00pm up until the meeting is called to order. Individual speakers will be allowed up to three (3) minutes to address the Board on each agenda or non-agenda item, and the Board will limit the total time for public comments on each item to twenty (20) minutes.

In an effort to hear as many speakers as possible, comment times may be shortened by the Board Chair (depending on the number of speakers on any agenda or non-agenda item). The Board Chair may also extend the time limits for comments, and/or may move additional comments beyond a specific time allotment to later in the meeting, in order to provide sufficient time for the Board to conduct the Board's business during the meeting.

Bella Mente Charter School welcomes your participation at Board meetings. Your participation assures us of continuing community interest in our school.

#### C. APPROVAL OF AGENDA

Recommended motion: Approve the agenda for the April 11, 2023 Board of Directors Meeting.

Moved	Ву			:	Seconded By
AYE	NAY	ABSTAIN	ABSENT	Board Member	
				Scott Moote	
				Caroline Veale	
				Dan Niebaum	

#### D. DISCUSSION ITEMS

- 1. **Executive Director Announcements** Erin Feeley will provide COVID-19, legislative, safety & risk management, special education updates and fiscal projection updates.
- 2. **Charter Vision Board Report** Janina Arruda, Associate School Business Manager from CSMC will report on Charter Vision dashboard monthly report.
- 3. **Campus Report** Patrick Broughton, Director of Compliance: N/A
- **4. Enrollment Report-** Gladys Espino, Director of Support Services, will report on enrollment trends.

#### E. CONSENT CALENDAR/ROUTINE ITEMS OF BUSINESS

All items listed under the Consent Calendar are considered by the Board in one action. There will be no discussion of these items prior to the time the Board votes on the motion, unless members of the Board, staff, or public request specific items to be discussed and/or removed from the Consent Calendar.

- 1. Minutes from the March 14, 2023 Board of Directors Meeting
- 2. Recommended action on the personnel activity list
- 3. Check Registers March 2023
- 4. PowerSchool Quote (4/03/23-6/30/24) \$4522.35
- 5. Top Notch February 2023 Invoice \$15,111.30
- 6. EventStable Quote Folding chairs for Graduations \$5,351.89
- 7. The Shade Store Quote Curtains for MPR \$7,117.17
- 8. Bright Arrow Technologies, Inc. Quote Subscription renewal, plus new services \$1,494.50
- 9. DAC Addendum 3-23 Conference Call Fee
- 10. LunchAssist Pro Renewal Quote \$ 10,150.00
- 11. RFP Meal Vendor Services
- 12. Top Notch- March 2023 Invoice -\$16,896.90

Executive Director's Recommendation: Approve Consent Calendar Public Comment

Moved	Ву			Se	econded By
AYE	NAY	ABSTAIN	ABSENT	Board Member	
				Scott Moote	
				Caroline Veale	
				Dan Niebaum	

#### F. DISCUSSION/ACTION ITEMS

1. Declaration of Need for Fully Qualified Educators 23-24

Executive Director's Recommendation: Approve
Public Comment

Moved	Ву				Seconded By	
ΔYF	NAY	ARSTAIN	ABSENT	Board Member		

AYE	NAY	ABSTAIN	ABSENT	Board Member
				Scott Moote
				Caroline Veale
				Dan Niebaum

2. First Read of the 2023-24 Local Control and Accountability Plan (year 3 of 21-24 cycle)

Executive Director's Recommendation: N/A

Public Comment

Moved By Seconded By	
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AYE	NAY	ABSTAIN	ABSENT	Board Member
				Scott Moote

		Caroline Veale
		Dan Niebaum

Next Meeting: May 9, 2023

## Instructions for Comments to the Board by Members of the Community

Bella Mente Charter School welcomes your participation at meetings of the Board of Directors. The purpose of the Board's public meeting is to conduct the affairs of the school in public. We hope that you will visit these meetings often and your participation assures us of continuing community interest in our school. To assist you in speaking/participating in our meetings, the following guidelines are provided.

- 1. The agenda is available to all community members. Please note that the order of consideration of items on the agenda may be changed without prior notice.
- 2. Community members who wish to speak on any agenda items or under the general category of "Public Comment" will be given an opportunity to do so.
- 3. "Public Comment" is set aside for members of the community to raise issues that are not specifically on the agenda. However, due to public meeting laws (Brown Act), the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed twenty (20) minutes. Exceptions to these time limits may be made at the discretion of the Board Chair. The Board may give direction to staff to respond to your concerns or you may be offered the option of returning with a citizen requested agenda item.
- 4. With regard to items that are on the agenda, you may speak for up to (3) minutes when the Board discusses that item. Exceptions to this time may be made at the discretion of the Board Chair.
- 5. Community members may request in writing that a topic related to school business be considered for placement on a future agenda. Requests should be addressed to the Board Chair and emailed to board@bellamentecharter.org. If such an item is placed on the agenda and publicly noticed, the Board can respond, interact, and act upon the item. There is no right to have an item placed on the agenda.
- 6. Any person with a disability who requires a modification or a reasonable accommodation, including auxiliary aids or services, to participate in a public meeting of the Board of Directors may request such modification or accommodation by contacting Bella Mente Charter School, 1737 W. Vista Way, Vista, California 92083, or by telephone at 760-621-8931, or by email at board@bellamentecharter.org. Please make any requests at least 12 hours prior to the meeting.
- 7. For more information concerning this agenda, please contact Bella Mente Charter School, 1737 W. Vista Way, Vista, California 92083, or by telephone at 760-621-8931, or by email at board@bellamentecharter.org.

# Bella Mente Montessori Academy

## **Board of Directors**

Scott Moote, President Caroline Veale, Secretary Daniel Niebaum, Treasurer

Bella Mente Charter School Special Board Meeting Agenda March 14, 2023 6:30pm

Meeting Location: 1737 W. Vista Way, Vista, California 92083

Virtual participation: https://attendee.gotowebinar.com/register/6620659118804451413

(BMMA endeavors to provide virtual public participation on a voluntary basis. This option may not be provided for all Board Meetings.)

#### You can also dial in using your phone.

United States: 1 (914) 614-3221 **Access Code: 727-281-367** 

Closed Session: at 6:30 PM

Open Session: when the closed session adjourns

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**CLOSED SESSION: at 6:30 PM** 

OPEN SESSION: when the closed session adjourns

I. Call to order, roll call and establishment of quorum

Moved By Seconded By
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AYE	NAY	ABSTAIN	ABSENT	Board Member
				Scott Moote
				Caroline Veale
				Dan Niebaum

## II. CLOSED SESSION (One)

A. Public comment on closed session items

- 1. In accordance with Government Code Section 54956.8, the Board will meet in closed session to consider: REAL ESTATE MATTERS- (None)
- 2. In accordance with Government Code Section 54957.6, the Board will meet in closed session to consider: PUBLIC EMPLOYEE EVALUATION (None)
- 3. In accordance with Government Code Section 54956.9, the Board will meet in closed session to consider: CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION Significant exposure to litigation pursuant to Gov. Code \$54956.9(d)(2) and/or \$54956.9(d)(4) None
- 4. In accordance with Government Code Section 54956.9, the Board will meet in closed session to consider: CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (One) "We concur with legal counsel"

## III. OPEN SESSION/REGULAR MEETING 7:07 pm

Call to order, roll call and establishment of quorum

Moved By	cv	Seconded By   DN

AYE	NAY	ABSTAIN	ABSENT	Board Member
X				Scott Moote
X				Caroline Veale
X				Dan Niebaum

#### A. REPORTABLE ACTION ITEMS CONSIDERED IN CLOSED SESSION

### B. NONAGENDA PUBLIC COMMENTS (20 MINUTES TOTAL)

PUBLIC COMMENTS/COMMUNITY MEMBERS: Any member of the public who wishes to speak to an agenda item not on the agenda but regarding school business may do so at this time. The hold cards will be issued as early as 6:00pm up until the meeting is called to order. Individual speakers will be allowed up to three (3) minutes to address the Board on each agenda or non-agenda item, and the Board will limit the total time for public comments on each item to twenty (20) minutes.

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Bella Mente Charter School welcomes your participation at Board meetings. Your participation assures us of continuing community interest in our school.

#### C. APPROVAL OF AGENDA

Recommended motion: Approve the agenda for the March 14, 2023 Special Board of Directors Meeting. As amended

Moved By	CV	Seconded By	DN
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AYE	NAY	ABSTAIN	ABSENT	Board Member
X				Scott Moote
Χ				Caroline Veale
X				Dan Niebaum

### D. DISCUSSION ITEMS

- 1. Executive Director Announcements n/a
- 2. Charter Vision Board Report n/a

- 3. Campus Report- n/a
- 4. Enrollment Report- n/a

#### E. CONSENT CALENDAR/ROUTINE ITEMS OF BUSINESS

All items listed under the Consent Calendar are considered by the Board in one action. There will be no discussion of these items prior to the time the Board votes on the motion, unless members of the Board, staff, or public request specific items to be discussed and/or removed from the Consent Calendar.

- 1. Minutes from the February 21, 2023 Board of Directors Meeting
- 2. Recommended action on the personnel activity list
- 3. Check Registers February 2023
- 4. Resolution No. 23-1- Withdrawal from CharterSafe Joint Powers Authority
- 5. Scoot Education for placement fee for teacher (T.K.) \$5000.00
- 6. RFP Internet Service Provider AT&T
- 7. GoBeRewarded Marketing Agreement
- 8. School Accountability Report Card (SARC) 20-21 21-22
- 9. Amended Teacher Pay Scale

Executive Director's Recommendation: Approve Consent Calendar Public Comment

Moved By	CV	Seconded By DN

AY	Έ	NAY	ABSTAIN	ABSENT	Board Member
λ	(				Scott Moote
λ	(				Caroline Veale
λ	(				Dan Niebaum

#### F. DISCUSSION/ACTION ITEMS

1. Discussion and Approval of the 2022-2023 2nd Interim Budget Executive Director's Recommendation: Approve

Public Comment

Moved By	CV	Seconded By	DN
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AYE	NAY	ABSTAIN	ABSENT	Board Member
Х				Scott Moote
X				Caroline Veale
X				Dan Niebaum

2. Local Control and Accountability Plan (LCAP) 23-24 Goal Review

Executive Director's Recommendation: n/a

Public Comment

Moved By	Seconded By	

AYE	NAY	ABSTAIN	ABSENT	Board Member
				Scott Moote

		Caroline Veale
		Dan Niebaum

### IV. ADJOURNMENT 7:28 pm

Moved By	CV	Seconded By	DN
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AYE	NAY	ABSTAIN	ABSENT	Board Member
Χ				Scott Moote
X				Caroline Veale
X				Dan Niebaum

Next Meeting: April 11, 2023

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# **Employment Changes as of April 11, 2023**

Full Time:

**New Hires Full Time:** 

New Hires Pa	rt Time:	
Release:		Health Technician
Open Position	as for 22-23:	
Classified Pos	itions:	
	Part Time:	Instructional Assistant
	Full Time:	Director of Business Services
Certificated P	ositions:	
	Part Time:	None

tk-8 Classroom Teacher Pool (1)

T.O.S.A. - Montessori Instructional Coach (1)

School Psychologist School Principal



# **Bella Mente**

Payment Number	Payment Date	Payee Name	Rec Status	Check Amount	Account	Account Description	Transaction Description	Invoiced GL Amount
3147	3/2/2023	K12 Health	Cleared	\$1,305.00	62-6500-5760 -1190-5810- 020-000	Educational Consultants	Health Services Package	\$1,305.00
3150	3/2/2023	Schola, Inc.	Outstanding	\$3,500.00	62-0000-0000 -2700-5815- 020-000	Advertising/Recruiting	ScholarRecruiter Pro	\$3,500.00
3148	3/2/2023	Maintex, Inc.	Cleared	\$1,388.61	62-0000-0000 -8100-4381- 020-000	Materials for Plant Maintenance	Liner, Disp. Soap, Mop, Handle, Tissue	\$1,388.61
3143	3/2/2023	2/2023 Building Cleared Cleaning Solutions, Inc.	\$10,365.30	62-0000-0000 -8100-5500- 020-000	Operation and Housekeeping Services	Janitorial Services February 2023	\$9,715.30	
					62-0000-0000 -8100-5500- 020-000	Operation and Housekeeping Services	Floors, VCT Maintenance	\$650.00
3146	3/2/2023	Gladicenia Guzman	Cleared	\$190.17	62-0000-1110 -1000-5810- 020-000	Educational Consultants	January 5-8/2023	\$190.17
3151	3/2/2023	Scoot Education Inc.	Cleared	\$2,361.00	62-3214-1110 -1000-5810- 020-000	Educational Consultants	Substitute Services - 2/21- 24/2023	\$2,361.00
3149	3/2/2023	Ontario Refrigeration	Cleared	\$3,054.00	62-0000-0000 -8100-5601- 020-000	Building Maintenance	HP2 Replace Defrost	\$852.00
					62-0000-0000 -8100-5601- 020-000	Building Maintenance	Unit HP9 Replace Fan Motor	\$2,202.00
3145	3/2/2023	EDCO Waste & Recycling Service	Cleared	\$1,240.92	62-0000-0000 -8100-5501- 020-000	Utilities	February 2023 Commercial Srvc	\$620.46
		Service			62-0000-0000 -8100-5501- 020-000	Utilities	January 2023 Commercial Srvc	\$620.46
3144	3/2/2023	Charter Tech Services (CTS)	Cleared	\$8,400.00	62-0000-0000 -7700-5877- 020-000	IT Services	Managed Tech Srvcs	\$8,400.00
3152	3/9/2023	AT&T	Cleared	\$192.84	62-0000-0000 -8100-5501- 020-000	Utilities	Phone Charges 9/20-10/19/22	\$192.84
3158	3/9/2023	San Diego Gas & Electric	Cleared	\$7,194.37	62-0000-0000 -8100-5501- 020-000	Utilities	Electric Charges - 1/26/23- 2/24/23	\$7,194.37
3159	3/9/2023	San Diego Gas & Electric	Cleared	\$1,801.68	62-0000-0000 -8100-5501- 020-000	Utilities	Gas & Electric Charges - 1/26-23 - 2/24/23	\$1,801.68



# **Bella Mente**

3160	3/9/2023	Specialized Therapy Services, Inc.	Cleared	\$9,818.70	62-6500-5760 -1190-5810- 020-000	Educational Consultants	ERMHS, Psych. VI	\$9,818.70
3156	3/9/2023	Young, Minney & Corr, LLP	Cleared	\$1,808.50	62-0000-0000 -7100-5805- 020-000	Legal Services	Legal Services - 3/03/23	\$1,808.50
3153	3/9/2023	ABA & Verbal Behavior Group Inc	Cleared	\$9,375.00	62-6500-5760 -1190-5810- 020-000	Educational Consultants	Services - 2/01/23 - 2/24/23	\$7,260.00
					62-6500-5760 -1190-5810- 020-000	Educational Consultants	Services 2/02/23-2/16/23	\$1,080.00
					62-6500-5760 -1190-5810- 020-000	Educational Consultants	Services - 2/01/23 -2/23/23	\$135.00
					62-6500-5760 -1190-5810- 020-000	Educational Consultants	Services - 2/08/23 - 2/22/23	\$900.00
3161	3/9/2023	Soliant	Cleared	\$1,820.00	62-6500-5760 -1190-5810- 020-000	Educational Consultants	School OT 2/06/23	\$1,820.00
3155	3/9/2023	HopSkipDrive, Inc.	Cleared	\$4,487.58	62-3010-1110 -3600-5811- 020-000	Student Transportation and Field Trips	Student Transportation - Feb 2023	\$4,487.58
3157	3/9/2023	Mathnasium of Vista	Cleared	\$6,978.72	62-3214-1110 -1000-5810- 020-000	Educational Consultants	Mathnasium Program Fees	\$6,978.72
3154	3/9/2023	CINTAS CORPORATION	Cleared	\$50.62	62-0000-0000 -8100-4381- 020-000	Materials for Plant Maintenance	Active Scrapper, Mat, Logo	\$50.62
3162	3/9/2023	Cristianna Turvey	Cleared	\$7,524.00	62-6500-5760 -1190-5810- 020-000	Educational Consultants	Therapy, Observation, Testin, Screening	\$7,524.00
3163	3/10/2023	Amazon Capital Services	Cleared	\$7,468.69	62-0000-1110 -1000-4315- 020-000	Classroom Materials and Supplies	36 Pockets Classroom Pocket Chart for Cell Phones,	\$230.24
					62-0000-1110 -1000-4430- 020-000	Noncapitalized Student Equipment	Wok and Air Fryer	\$400.48
					62-0000-1110 -2100-4300- 020-000	Materials and Supplies	Amazon Basics Matte-finish Tap with Dispenser,	\$10.71
					62-0000-1110 -2100-4300- 020-000	Materials and Supplies	Parking Lot Lights 200W	\$407.11
					62-0000-1110 -1000-4315- 020-000	Classroom Materials and Supplies	Art Supply	\$98.26



# **Bella Mente**

62-0000-1110 -1000-4315- 020-000	Classroom Materials and Supplies	Ball Dance Material	\$23.37
62-0000-1110 -1000-4315- 020-000	Classroom Materials and Supplies	Ball dance material	\$84.36
62-0000-1110 -1000-4315- 020-000	Classroom Materials and Supplies	Oxford Spiral Notebook 6 Pack,	\$95.67
62-0000-1110 -2100-4400- 020-000	Moneapitalized Equipment		\$32.46
62-0000-1110 -1000-4315- 020-000	0-4315-		\$335.97
62-0000-1110 -1000-4315- 020-000	2-0000-1110 Classroom Materials and Supplies Ball dance material		\$14.06
62-0000-1110 -1000-4315- 020-000	Classroom Materials and Supplies	Ball dance material	\$30.30
62-0000-1110 -2100-4300- 020-000	Materials and Supplies	Nurse Materials	\$105.04
62-0000-1110 -1000-4315- 020-000	Classroom Materials and Supplies	Round Bucket, Special Class, Fields Resources	\$27.78
62-0000-1110 -2100-4400- 020-000	Noncapitalized Equipment	SATA III Internal Solid State Drive	\$30.30
62-0000-1110 -1000-4315- 020-000	Classroom Materials and Supplies	Ball dance material	\$14.06
62-0000-1110 -1000-4315- 020-000	Classroom Materials and Supplies	Valentine's Day Pattern Paper	\$14.06
62-0000-1110 -2100-4300- 020-000	Materials and Supplies	Coffee + filters	\$80.71
62-0000-1110 -2100-4300- 020-000	Materials and Supplies	Outdoor Hardwired Stem and Swivel Light - by Rik	\$9.44
62-0000-1110 -2100-4400- 020-000	Noncapitalized Equipment	Lenovo L27m-30-2022 - Everyday Monitor	\$167.36
62-0000-1110 -1000-4315- 020-000	Classroom Materials and Supplies	Pencils and Graph paper	\$113.62



# **Bella Mente**

\$214.26	Nurse Materials	Materials and Supplies	62-0000-1110 -2100-4300- 020-000
\$32.44	Ball Dance Material	Classroom Materials and Supplies Ball [	
\$17.3	Ball dance material	Classroom Materials and Supplies Ball dan	
\$72.80	Rainbow Colored Kraft Duo-Finish Paper, Black,	Classroom Materials and Supplies	62-0000-1110 -1000-4315- 020-000
\$16.23	Ball dance material	0-1110 Classroom Materials and Supplies Ball dance material 315-	
\$109.10	Nurse Material	-0000-1110 Materials and Supplies Nurse Material 00-4300-0-000	
\$327.03	T-fal Easy Fry XXL Air Fryer	2-0000-1110 000-4315- 00-000 Classroom Materials and Supplies	
\$2,115.84	Class Materials	0000-1110 00-4315- 0-000 Classroom Materials and Supplies	
\$8.47	Oxford Spiral Notebook 6 Pack,	110 Classroom Materials and Supplies Oxfo	
\$558.34	Chicken food and materials	Classroom Materials and Supplies	62-0000-1110 -1000-4315- 020-000
\$29.77	DYMO 30323	Noncapitalized Equipment	62-0000-1110 -2100-4400- 020-000
\$9.62	Tally Counter 4-Digit Number - Spring Festival	Materials and Supplies	62-0000-1110 -2100-4300- 020-000
\$283.62	Konica Minolta tn-514 K 28000pages Black Toner	Materials and Supplies	62-0000-1110 -2100-4300- 020-000
\$29.23	Color File Folders	Classroom Materials and Supplies	62-0000-1110 -1000-4315- 020-000
\$74.80	Art project materials	0-1110 Classroom Materials and Supplies Art pro	
\$14.06	Book	Classroom Materials and Supplies	62-0000-1110 -1000-4315- 020-000



# **Bella Mente**

					62-0000-1110 -1000-4315- 020-000	Classroom Materials and Supplies	Flexon FA58100CN Farm and Ranch Garden Hose,	\$142.86
					62-0000-1110 -1000-4315- 020-000	Classroom Materials and Supplies	Ball dance material	\$19.47
					62-0000-1110 -2100-4300- 020-000	Materials and Supplies	Tally Counter 4-Digit Number - Spring Festival	\$72.40
					62-0000-1110 -1000-4315- 020-000	Classroom Materials and Supplies	Visual Timer 60 Minute Kids Desk	\$34.59
					62-0000-1110 -2100-4300- 020-000	Materials and Supplies	Admin & Maintenance Materials	\$233.35
					62-0000-1110 -1000-4200- 020-000	Books and Other Reference Materials	Books	\$406.86
					62-0000-1110 -1000-4315- 020-000	Classroom Materials and Supplies	Purple School Glue Sticks,	\$23.28
					62-5310-1110 -3700-4700- 020-000	Food and Food Supplies	Picnic Basket Cooler - Breakfast Program	\$59.53
					62-0000-1110 -2100-4400- 020-000	Noncapitalized Equipment	Lemorele 8-in-1 USB C Hub Multiport Adapter,	\$86.55
					62-0000-1110 -1000-4315- 020-000	Classroom Materials and Supplies	1PYY-9N6Y-1K1P	\$151.52
3181	3/21/2023	Vista Irrigation District	Cleared	\$260.92	62-0000-0000 -8100-5501- 020-000	Utilities	Water Charges - 1737 W Vista Way	\$260.92
3182	3/21/2023	Vicks Plumbing	Cleared	\$485.00	62-0000-0000 -8100-5601- 020-000	Building Maintenance	Cleared Mainline - 03/08/23	\$485.00
3171	3/21/2023	Ontario Refrigeration	Cleared	\$1,071.00	62-0000-0000 -8100-5601- 020-000	Building Maintenance	HVAC Repair - 02/13/23	\$1,071.00
3172	3/21/2023	PowerSchool Group LLC	Cleared	\$11,775.00	62-3214-1110 -1000-4410- 020-000	Software and Software Licensing	Unified Home Attendance Intervention & Training	\$11,775.00
3173	3/21/2023	Specialized Therapy Services, Inc.	Cleared	\$5,207.50	62-6500-5760 -1190-5810- 020-000	Educational Consultants	SPED Services - February 2023	\$5,207.50
3166	3/21/2023	CINTAS CORPORATION	Cleared	\$50.62	62-0000-0000 -8100-4381- 020-000	Materials for Plant Maintenance	Active Scrapper, Mat	\$50.62



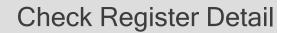
## **Bella Mente**

\$98.0	Fingerprinting Apps - February 2023	Advertising/Recruiting	62-0000-0000 -2700-5815- 020-000	\$98.00	Cleared	Department of Justice	3/21/2023	3167	
\$9,741.6	April 2023 Back Office, Payroll, SIS Support, Attendance	Financial Services	62-0000-1110 -2700-5873- 020-000	\$13,916.67	Cleared	Charter School Management Corporation	3/21/2023	3165	
\$4,175.0	April 2023 Back Office, Payroll, SIS Support, Attendance	Financial Services	62-0000-0000 -7300-5873- 020-000				Co. poración		
\$194.4	Tassel & Year Charms	Materials and Supplies	62-0000-1110 -2100-4300- 020-000	\$194.45	Cleared	Anderson's Alphabet U	3/21/2023	3164	
\$14,875.3	April 2023 Premium	Health & Welfare Benefits	62-0000-1110 -1000-3403- 020-000	\$14,875.30	Cleared	Kaiser Foundation Health Plan Inc	3/21/2023	3169	
\$996.1	Soap, Toilet Tissue	Materials for Plant Maintenance	62-3218-0000 -8100-4381- 020-000	\$996.10	Cleared	Maintex, Inc.	3/21/2023	3170	
\$157.5	Water Charges	Utilities	62-0000-0000 -8100-5501- 020-000	\$157.52	Cleared	Vista Irrigation District	3/21/2023	3177	
\$148.8	Water Charges - 1737 W Vista Way	Utilities	62-0000-0000 -8100-5501- 020-000	\$148.84	Cleared	Vista Irrigation District	3/21/2023	3178	
\$396.4	Water Charges - 1737 W Vista Way	Utilities	62-0000-0000 -8100-5501- 020-000	\$396.44	Cleared	Vista Irrigation District	3/21/2023	3179	
\$178.1	Water Charges - 155 N Emerald Dr	Utilities	62-0000-0000 -8100-5501- 020-000	\$178.10	Cleared	Vista Irrigation District	3/21/2023	3180	
\$380.0	APE Services - February 2023	Educational Consultants	62-6500-5760 -1190-5810- 020-000	\$380.00	Cleared	EMH Sports USA, Inc.	3/21/2023	3168	
\$10,115.6	Interim Director of SPED - February 2023	Educational Consultants	62-6500-5760 -1190-5810- 020-000	\$10,115.63	Cleared	Christine Suh, Ed.D	3/21/2023	3176	
\$5,000.0	Placement Fee - T Knierim	Educational Consultants	62-0000-1110 -1000-5810- 020-000	\$12,784.00	Cleared	Scoot Education Inc.	3/21/2023	3175	
\$1,595.0	Substitute Services - 02/27/23 - 03/03/23	Educational Consultants	62-0000-1110 -1000-5810- 020-000						
\$6,189.0	Substitute Services - 03/06/23 - 03/10/23	Educational Consultants	62-0000-1110 -1000-5810- 020-000						
\$1,774.5	School OT - 02/27/23 - 03/03/23	Educational Consultants	62-6500-5760 -1190-5810- 020-000	\$1,774.50	Cleared	Soliant	3/21/2023	3174	



# **Bella Mente**

\$4	Veggicy 548 Pcs Party favors	Classroom Materials and Supplies	62-0000-1110 -1000-4315- 020-000	\$1,720.75	Cleared	Amazon Capital Services	3/23/2023	3183
\$60	Dream Cast Kids Journals	Classroom Materials and Supplies	62-9300-1110 -1000-4315- 020-000					
\$19	Toner Cartridges	Materials and Supplies	62-0000-1110 -2100-4300- 020-000					
\$4	Double Self Seal Security Envelopes	Materials and Supplies	62-0000-1110 -2100-4300- 020-000					
\$1	Car Wash Sponge	Materials and Supplies	62-0000-1110 -2100-4300- 020-000					
\$5	Phone Tripod	Noncapitalized Student Equipment	62-0000-1110 -1000-4430- 020-000					
\$78	Dream Cast Kids Journals	Classroom Materials and Supplies	62-9300-1110 -1000-4315- 020-000					
\$2	Dream Cast Kids Journals	Classroom Materials and Supplies	62-9300-1110 -1000-4315- 020-000					
\$	Avery File Folder Labels	Materials and Supplies	62-0000-1110 -2100-4300- 020-000					
\$2,25	CC Purchases 2/17/23 - 3/17/23	Unallocated Credit Card Expense	62-0000-0000 -2700-5998- 020-000	\$2,259.74	Cleared	CARDMEMBER SERVICE	3/23/2023	3184
\$	April 2023 Premium	Health & Welfare Benefits	62-0000-1110 -1000-3403- 020-000	\$1.30	Cleared	Dental Health Services	3/28/2023	3186
\$5	Active Scraper, Mat	Materials for Plant Maintenance	62-0000-0000 -8100-4381- 020-000	\$50.62	Cleared	CINTAS CORPORATION	3/28/2023	3185
\$14	Drug Screen Single & Assay of Breathe Ethanol	Personnel Services	62-0000-0000 -7400-5874- 020-000	\$140.00	Outstanding	828 Urgent Care	3/28/2023	3187
\$20	New Member Annual Membership Fee	Dues and Memberships	62-0000-1110 -2100-5300- 020-000	\$209.99	Outstanding	Kiwanis Club of Sunrise Vista	3/28/2023	3190
\$2	Disp Soap	Materials for Plant Maintenance	62-0000-0000 -8100-4381- 020-000	\$25.07	Cleared	Maintex, Inc.	3/28/2023	3191
\$2,97	April 2023 Premium	Health & Welfare Benefits	62-0000-1110 -1000-3403- 020-000	\$2,973.21	Cleared	Mutual of Omaha	3/28/2023	3192





## **Bella Mente**

3193	3/28/2023	National Benefit Services, LLC	Cleared	\$11,362.84	62-0000-0000 -0000-9660- 020-000	Voluntary Deductions	March 2023 Contribution - For Bella Mente School	\$11,362.84
3194	3/28/2023	National Center for Montessori In the Public Sector	Cleared	\$220.00	62-0000-0000 -7410-5210- 020-000	Training and Development Expense	Professional Development Training FY 22-23	\$220.00
3188	3/28/2023	Home Depot Credit Services	Cleared	\$393.03	62-0000-0000 -8100-4381- 020-000	Materials for Plant Maintenance	03/6/23 Inv# 7484787	\$47.60
					62-0000-0000 -8100-4381- 020-000	Materials for Plant Maintenance	02/14/23 Inv# 7970325	\$128.60
					62-0000-0000 -8100-4381- 020-000	Materials for Plant Maintenance	03/8/23 Inv #5901893	\$24.48
					62-0000-0000 -8100-4381- 020-000	Materials for Plant Maintenance	03/7/23 Inv#7484787	\$92.35
					62-0000-0000 -8100-4381- 020-000	Materials for Plant Maintenance	03/7/23 Inv #6901819	\$100.00
3195	3/28/2023	Soliant	Cleared	\$1,638.00	62-6500-5760 -1190-5810- 020-000	Educational Consultants	School OT - 3/6/23 - 3/9/23	\$1,638.00
3199	3/28/2023	UnitedHealthcar e of CA	Cleared	\$9,040.02	62-0000-1110 -1000-3403- 020-000	Health & Welfare Benefits	April 2023 Premium	\$9,040.02
3200	3/28/2023	VendorMax, Inc.	Outstanding	\$180.00	62-0000-1110 -1000-4410- 020-000	Software and Software Licensing	Lead Fees March 2023	\$180.00
3189	3/28/2023	Johnson Controls Security	Cleared	\$1,972.32	62-0000-0000 -8100-5500- 020-000	Operation and Housekeeping Services	Recurring Services 04/1/23 - 6/30/23	\$937.55
		Solutions			62-0000-0000 -8100-5500- 020-000	Operation and Housekeeping Services	Recurring Services - 04/1/23 - 06/30/23	\$1,034.77
3201	3/28/2023	YMCA of San Diego County	Cleared	\$28,343.46	62-2600-1110 -1000-5810- 020-000	Educational Consultants	Bella Mente ELOPBM FY23	\$28,343.46
3198	3/28/2023	Stark MFG. Co.	Outstanding	\$1,336.00	62-0000-0000 -8100-5601- 020-000	Building Maintenance	Final Balance	\$1,336.00
3197	3/28/2023	Stark MFG. Co.	Outstanding	\$1,336.00	62-0000-0000 -8100-5601- 020-000	Building Maintenance	50% Deposit	\$1,336.00



## **Bella Mente**

3196	 Scoot Education Inc.	Cleared	\$4,786.00	62-0000-1110 -1000-5810- 020-000	Substitute Services - 03/13/23 - 03/17/23	\$4,786.00
	Total Che	ck Amount	\$233,179.64		Total GL Amount	\$233,235.96



PowerSchool LLC 150 Parkshore Dr, Folsom, CA 95630 Quote #: Q-773660-1

Quote Expiration Date: 28-APR-2023

## Sales Quote - This Is Not An Invoice

Customer Contact: Prepared By: Alec Zamet Gladys Espino **Customer Name:** Bella Mente Montessori Academy Title: **Director of Support Services** Enrollment: 465 Address: 1737 W Vista Way 3-APR-2023 Start Date: City: Vista End Date: 30-JUN-2024 State/Province: California Zip Code: 92083 Country: **United States** (760) 419-6243 Phone #:

Prorated pricing is reflective of time period from Start Date through End Date as outlined above. This quote modifies your subscription for the products and services set forth below.

Product Description	Current Quantity	Amended Quantity	Unit	Extended Price
Initial Term 3-APR-2023 - 30-JUN-2024 License and Subscription Fees				
Unified Home Attendance Letters Subscription	380.00		Students	USD 2,486.34
Unified Home Attendance Letters M and S	1.00		Each	USD 749.01
Unified Home One Time Discount	1.00		Each	USD -520.50
	License an	d Subscription	Totals: <b>USI</b>	D 2,714.85
Professional Services and Setup Fees				
Unified Home Attendance Letters Deployment	1.00		Each	USD 1,807.50
	Profession Fee Totals	al Services an	d Setup <b>USI</b>	D 1,807.50

Subscription Period Total		
	Total Discount	USD 1,123.00
	Initial Term	3-APR-2023 - 30-JUN-2024
	Amount To Be Invoiced	USD 4,522.35

Annual Ongoing Fees as of 1-JUL-2024 - Fees subject to an annual uplift, which will be reflected on renewal quote			
Unified Home Attendance Letters Subscription	380.00	Students	USD 2,000.00
Unified Home Attendance Letters M and S	1.00	Each	USD 602.50

Annual Ongoing Fees Total: USD 2,602.50

Fees charged in subsequent periods after the duration of this quote will be subject to an annual uplift. Customer understands the above Annual Ongoing Fees for the next subscription period do not include the annual uplift, which will be applied at the time of renewal. On-Going PowerSchool Subscription/Maintenance and Support fees are invoiced at the then current rates and enrollment per terms of the main agreement executed between PowerSchool and Customer ("Main Services Agreement"). Any applicable state sales tax has not been added to this quote. Subscription Start and End Dates shall be as set forth above, which may be delayed based upon the date that PowerSchool receives your purchase order. If this quote includes promotional pricing, such promotional pricing may not be valid for the entire duration of this quote. All invoices shall be sent to Customer upon or promptly after execution of this quote, unless otherwise set forth in the applicable statement of work or Main Services Agreement (e.g., services billed on time and material basis will be invoiced when such services are incurred). Payment shall be due to PowerSchool before or on the due date set forth on the applicable invoice. All purchase orders must contain the exact quote number stated within. Customer agrees that purchase orders are for confirming this order and its own internal purposes, and no other. Any credit provided by PowerSchool is nonrefundable and must be used within 12 months of issuance. Unused credits will be expired after 12 months. Treatment of purchase orders are governed as provided in the Main Services Agreement. By execution of this quote, or its incorporation, this and future purchases of subscriptions or services from PowerSchool are subject to and incorporate the terms and conditions found at: <a href="https://www.powerschool.com/MSA Feb2022/">https://www.powerschool.com/MSA Feb2022/</a>





# Statement of Work

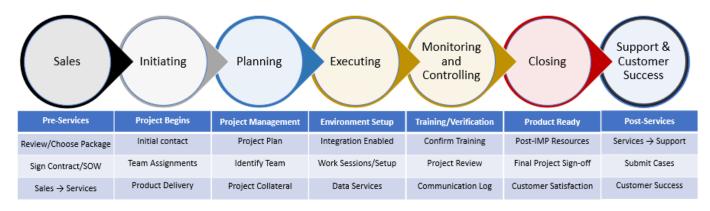
# **Purpose of Document**

The purpose of this Statement of Work ("SOW") between PowerSchool Group LLC ("PowerSchool") and Customer ("You", "Your") is to outline the process, approach, and completion criteria for each step of the process to implement PowerSchool. This document covers the roles and responsibilities of the PowerSchool Project Manager, Implementation Specialist(s), and Customer in each step of the PowerSchool implementation process, serving as an outline of services PowerSchool is expected to deliver. This SOW calls out specific functional areas of PowerSchool that are covered for implementation services and level of coverage.

Successful implementation of new software requires proven project management and methodology. The timeline will be mutually adapted within a project management tool between PowerSchool and the Customer. PowerSchool provides a comprehensive package of services designed to ensure Your PowerSchool deployment project meets Your unique needs and expectations. Additional training, consulting and customization services can be purchased to help augment additional needs You may have with Your PowerSchool deployment. The delivery of Professional Services contained in this document will be provided remotely. If travel is required, all travel related expenses will be invoiced as incurred.

We will partner with You and be Your liaison to PowerSchool during the implementation. You will have a project team to help you, as a Customer, connect to other PowerSchool services and support, while also providing project planning, communication, project execution, and product specialist consulting. For a successful PowerSchool implementation, it is important that You understand the responsibilities, carve out the time required and keep on pace with the timeline. This will involve gathering information, helping Your team come to agreement on configuration and data standardization, your own product training and monitoring other staff assigned training for completion, adjusting desk level procedures, and planning for go live among several other tasks. The overall steps included in a project are outlined below.

This Statement of Work is subject to the terms and conditions of the current master agreement between the parties and any associated policies, pursuant to which PowerSchool has licensed the PowerSchool application to the Customer.



Released January 2021

# **General Assumptions**

- 1. Implementation services will be delivered remotely unless onsite services are purchased separately.
- 2. Client is to provide a data extract to PowerSchool in accordance with Tiered Service package selected (if needed).
- 3. Implementation timeline is stated within the Planning Phase, extending the timeline may require the customer to purchase additional services.
- 4. Implementation services are completed when delivered and the deliverable acceptance procedure is complete.
- 5. Additional services are available and can be purchased for items out of the scope of implementation (see Project Change Control and Escalation Change Procedure section of this document).
- 6. Customer will adhere to the active PowerSchool Cancellation Policy. "Services Cancellation: Licensee shall pay a cancellation charge equal to fifty percent (50%) of the services fee and any non-refundable expenses incurred by PowerSchool if Licensee cancels any scheduled professional services less than fourteen (14) days before the occurrence of any service dates that PowerSchool has scheduled at Licensee's request."
- 7. Customer must identify a designated Customer project lead before the project kick-off meeting. The Customer project lead will be responsible for delivering all sections of the "Customer Responsibilities" included in the SOW in a complete manner within the project timeline.
- 8. The designated Customer project lead should be an employee of the organization implementing PowerSchool. Customers that hire third-party organizations to act on the behalf of the Customer for implementation may be required to sign a waiver form provided by PowerSchool, indicating that the third-party organization is authorized to act on the Customer's behalf when interacting with PowerSchool. The Customer will be responsible for maintaining proper communication channels with third party organizations hired by the Customer.
- 9. All sign offs must be done by an employee and designated signatory of the Customer. Third party entities engaged by the Customer are not acceptable signatories for any project sign offs.
- 10. The PowerSchool Project Manager and/or Application Specialist will guide Customer to available procedures, guidelines, standards, reference materials and system/application documentation.
- 11. Implementation Services is assuming the product will be deployed as-is, items outside of Scope of Work must go through the change control procedures (see Project Change Control and Escalation Procedure in this document).

Released January 2021

# **Deliverables Acceptance Procedure**

## **Deliverables Acceptance**

This Statement of Work outlines PowerSchool deliverables for each phase of the implementation project in the PowerSchool Objections and Completion Criteria sections. Each deliverable will be reviewed and accepted in accordance with the following procedure:

- Deliverable will be submitted or delivered to the Customer project lead or designated Customer team member. It is the Customer project lead's responsibility to review and accept deliverable as complete.
- Within six (6) business days of completion of the project the Customer project lead will either
  accept the final deliverables or provide the PowerSchool implementation specialist a written list
  of objections. If no response from the Customer project lead is received within six (6) business
  days, then the deliverables will be deemed accepted, unless the Customer requests an
  extension.
- The PowerSchool implementation specialist will consider the Customer's objections within the context of PowerSchool's obligations as stated within this Statement of Work. Revisions agreed to by PowerSchool will be applied at which time the deliverables will be reviewed within six (6) business days and the Customer project lead either will accept the deliverables or provide the PowerSchool implementation specialist a written list of objections. If no response is received within six (6) business days, then the deliverables will be deemed accepted, unless the Customer requests an extension.
- Customer objections that are not agreed to by PowerSchool will be managed in accordance with
  the Project Change Control Procedure described below. If resolution is required to a conflict
  arising from Customer's objection to a deliverable, the Customer and PowerSchool will follow
  the Escalation Procedure described below.
- All deliverables required to be delivered hereunder are considered to be owned by PowerSchool with unlimited internal use by the Customer, unless otherwise noted.

Released January 2021

# **Project Change Control and Escalation Procedure**

## **Project Change Control**

The following process will be followed if additional services to this Statement of Work are required or desired.

- A Project Change Request (PCR) will be the vehicle for communicating change. The PCR must describe the change, rationale for the change and the effect the change will have on the project.
- The designated Customer project lead will review the proposed change and recommend it for
  further investigation or reject it. A PCR must be signed by the authorized Customer project lead
  to authorize quote for additional services. If the Customer accepts additional services and
  charges, a change to the original purchase order or new purchase order is required. Change to
  this Statement of Work through additional addendum will authorize additional scope and work.
- A written Change Authorization and/or PCR must be signed by authorized representatives from both parties to authorize implementation of the investigated changes. Until a change is agreed upon in writing, both parties will continue to act in accordance with the latest agreed version of the SOW.

## **Customer Escalation Procedure**

The following procedure will be followed if resolution is required for a conflict arising during the project

- Level 1: Customer project lead will notify PowerSchool Project Manager via email with details of escalation.
- Level 2: If the PowerSchool Project Manager cannot provide resolution or path to resolution five (5) business days from receipt of level 1 escalation email, the Customer project lead will notify PowerSchool manager via email to <a href="mailto:pmoleadership@powerschool.com">pmoleadership@powerschool.com</a>
- Level 3: If the concern remains unresolved after Level 2 intervention, resolution will be addressed in accordance with Project Change Control Procedure or termination of this SOW under the terms of the Contract.

During any resolution, PowerSchool agrees to provide services related to items not in dispute, to the extent practicable, pending resolution of the concern. The Customer agrees to pay invoices per the Contract, as rendered.

Released January 2021



## **Overview**

This document serves as the Statement of Work (SOW) to define the scope of a PowerSchool Professional Services project. This SOW includes services for a single-district deployment of the following products, hosted in a PowerSchool cloud environment:

• UH Attendance Letters

All PowerSchool services for this SOW will be performed remotely.

# **Prerequisites**

- If using SIS rostering via Clever, you must have:
  - Customer SIS source system that is supported with an available Unified Home Attend SIS connector (Clever).
  - o Clever SIS Rostering subscription.
- If not using SIS rostering via Clever, customer must provide the necessary files in the required .csv format as defined in the Appendix.
- If using SIS, district must have contacts saved in PS SIS student contact table. If not, the customer must provide the necessary contact file in the required .csv format as defined in the Appendix.
- Completed Attendance Suite implementation

# **Services in Scope**

# **Initiating & Planning**

## **PowerSchool Responsibilities**

- Provision Environment
- Send Welcome Email
- Identify PowerSchool Project Team
  - o Project Manager
  - Application Specialist
  - Professional Development Specialist
  - Customer Success Manager
- Schedule Session One: Kickoff Meeting
- Data reviewed with Client for official rollout
- Finalize and approve Project Plan



## **Customer Responsibilities**

- Identify Customer Project Team
  - Project Lead: primary point of contact for the PowerSchool team for the duration of the project; they will distribute tasks to the customer project team and will partner with PowerSchool to ensure the implementation remains on track and milestones are completed on time.
  - Professional Development Lead
  - Technical Lead: data administrator with administrative access to your SIS or student and staff data; they should also be familiar with creating data files.
- Schedule Session One: Kickoff Meeting
- Finalize and approve Project Plan

## **Executing**

## **PowerSchool Responsibilities**

- Conduct Session One: Kickoff Meeting
- Letter Creation based on Customer details
  - (3) edits based on Customer feedback

## **Customer Responsibilities**

- Attend Session One: Kickoff Meeting
- Provide Attendance information required for letters
- Provide verbiage for Letters to be created
  - o Review letter
  - Provide any edits
  - Review and approve edits
    - (3) edits per letter
  - o Implementation Phase Complete

## **Monitoring and Controlling**

## **PowerSchool Responsibilities**

Confirm attendance letter generates as expected

## **Customer Responsibilities**

• Approve Project closure



## Closing

## **PowerSchool Responsibilities**

- Project close out call
- Review and verify completed project deliverables to finalize completion of project scope
- Introduce customer to Support contact methods
- Provide Confirmation of Deliverables document to customer for approval
- Provide Customer Satisfaction Survey
- Complete Lessons Learned

## **Customer Responsibilities**

- Project close out call
- Review and verify completed deliverables to finalize completion of project scope
- Review and verify Support Contact methods and understand that support will be the primary contact at project completion
- Review Confirmation of Deliverables document and provide approval
- Complete Customer Satisfaction Survey

## **Statement of Work Fees**

This is a fixed-price SOW. Any services or deliverables not documented in this SOW can be addressed via a Project Change Request or a new SOW.



# **Appendix**

## **Student Contact Information File Requirements**

Unified Home matches parent contact data directly to the students they are associated with in your student information system.

Below are the required columns to integrate student contacts:

- Student ID
- Adult ID
- Adult First Name
- Adult Last Name
- Student Contact Flag (if applicable; optional)
- Relationship to student
- Cell Phone
- Email Address
- Language Preference

## **File Format Specifications**

- Share in .csv format
- Escape columns with double quotes {""}

## **Staff Messaging Data File Requirements**

All data files shared with Unified Home should be in .csv format with header rows included.

Below are the required columns to integrate staff messaging:

- Staff ID Number
- Staff Member First Name
- Staff Member Last Name
- Staff Member School Assignment
- Staff Member Email Address
- Staff Member Cell Phone Number

## **File Format Specifications**

- Share in .csv format
- Escape columns with quotations {" "} if possible

Released October 2022



## **Daily Attendance Data File Requirements**

Each state or district has different requirements for defining a day of absenteeism which is calculated in your SIS. All data files shared with Unified Home must be in .csv format with header rows included.

Below are the required columns to integrate daily attendance:

- Student ID
- School ID
- Date of Attendance Event
- Attendance Status (Some identification of: Excused Absent, Unexcused Absent, Tardy),
- Attendance Reason (Examples: "Quarantine", "Field Trip")
- Modification Timestamp (Optional)

## **File Format Specifications**

- Share in .csv format
- Escape columns with quotations {" "} if possible

## **Direct to Student Contact Information File Requirements**

Unified Home matches student contact data directly to the students profile based on the student ID in your student information system.

Below are the required columns to integrate student contacts:

- Student ID
- Student First name, Last name
- Cell Phone
- Email Address

## **File Format Specifications**

- Share in .csv format
- Escape columns with double quotes {""}



# BELLA MENTE MONTESSORI FEBRUARY 2023 INVOICE

Date: March 15, 2023

**Top Notch Catering** 6190 Fairmount Ave Suite G San Diego, CA 92120

To: Gladys Espino

Cost per breakfast:\$1.95 Cost per lunch: \$3.30 Cost per lunch: \$1.01

	PRICE	TOTAL MEALS	TOTAL AMOUNT DUE
BELLA MENTE MONTESSORI SCHOOL			
BELLA MENTE MONTESSORI SCHOOL-BREAKFAST	\$1.95	1684	\$3,283.80
BELLA MENTE MONTESSORI SCHOOL-LUNCH	\$3.30	3226	\$10,645.80
BELLA MENTE MONTESSORI SCHOOL- SNACK	\$1.01	1170	\$1,181.70
Total		6080	\$15,111.30

Total Amount Due \$15,111.30

## **PLEASE MAIL PAYMENT TO:**

**Top Notch Catering** PO Box 1383 National City, CA 91951



Quotation # Q18000088133

Quotation Created On: Mar 22, 2023 Quotation Valid Until: Apr 21, 2023

Quote for:	Shipping Details:	
Anthony Beaver	Anthony Beaver	
Bella Mente Academies	Bella Mente Academies	
1737 W Vista Way, Vista,	1737 W Vista Way, Vista,	
California, 92083	California, 92083	
United States	United States	
T: 760-621-8948 ext 310	T: 760-621-8948 ext 310	

## **Shipping Method:**

Quote Shipping - Custom Price

(Total Shipping Charges \$0.00)

Products	SKU	Price	Qty	Tax	Subtotal
TitanPRO <sup>TM</sup> Plastic Folding Chair-Black	PFC2BK	\$16.48	300	\$407.89	\$4,944.00

### **Comment**

Approx 2 week delivery times

Remarks with quote: Revised!	
------------------------------	--

 Original Subtotal:
 \$5,097.00

 Quoted Subtotal:
 \$4,944.00

 Quote Adjustment:
 -\$153.00

 Tax:
 \$407.89

 Grand Total:
 \$5,351.89



PROMO CODE (25% OFF)



Please find below your preliminary product with professional installation quote. Once your measurements and product specifications are finalized, we convert this into a final quote for your review that can be paid for once you approve.

## **COMM - SCHOOL (FRONT STAGE)**



QUANTITY	1	<del>\$4,545.00</del>   <b>\$3,408.75</b>
PRODUCT	Cubicle Drapes	
MATERIAL	Cotton	
COLOR	Navy	
PANEL OR PAIR	Pair	
WIDTH	351" Across	
LENGTH	84 3/4"	
LINING	Privacy	
GROMMET FINISH	Black	
ESTIMATED SHIP DATE	04/24/23 (if ordered by 04/06/23)	



	,
HARDWARE	Standard Track
HARDWARE LENGTH	351"
MOUNT	Outside: Ceiling
FINISH	White
FINIAL	N/A
SET TYPE	Single Set
ESTIMATED SHIP DATE	04/17/23 (if ordered by 04/06/23)
NOTE TO INSTALLER	ceiling mount hardware end to end stage drapery
CUSTOMIZATIONS	MATERIAL TO BE FR TREATED
PRODUCT NOTES	Please note that tracks over 104" wide will be spliced and come in 2 pieces. Due to the large width of this product, it will ship via freight carrier. Please keep in mind, you will receive a call from the freight carrier to schedule a delivery appointment.
INSTALLATION	Yes
MOUNTING INFO	Left Drapery Return Starts At Left Window Edge
	Right Drapery Return Starts At Right Window Edge
	Top of Hardware Begins On the Ceiling
	Bottom of Drapery Ends Above Floor By 1/2"

32

## **COMM - SCHOOL (BACK STAGE)**







PRODUCT	Cubicle Drapes
MATERIAL	Cotton
COLOR	Navy
PANEL OR PAIR	Pair
WIDTH	260" Across
LENGTH	90 3/4"
LINING	Privacy
GROMMET FINISH	Black
ESTIMATED SHIP DATE	04/24/23 (if ordered by 04/06/23)



HARDWARE	Standard Track
HARDWARE LENGTH	260"
MOUNT	Outside: Wall
FINISH	White
FINIAL	N/A
SET TYPE	Single Set
ESTIMATED SHIP DATE	04/17/23 (if ordered by 04/06/23)
NOTE TO INSTALLER	wall mount hardware 10" overlap/side - not wall-to-wall
CUSTOMIZATIONS	MATERIAL TO BE FR TREATED
PRODUCT NOTES	Please note that tracks over 104" wide will be spliced and come in 2 pieces. Due to the large width of this product, it will ship via freight carrier. Please keep in mind, you will receive a call from the freight carrier to schedule a delivery appointment.
INSTALLATION	Yes
MOUNTING INFO	Left Drapery Return Starts Outside Left Window Edge By 10" Right Drapery Return Starts Outside Right Window Edge By 10" Top of Hardware Begins Aligned with Top of Ceiling Bottom of Drapery Ends Above Floor By 1/2"

## **Billing Address**

Anthony Beaver
Bella Mente Charter School
1737 W. Vista Way
Vista, CA 92083
USA
760-621-8948 ext.310
abeaver@bellamentecharter.org

## **Shipping Address**

Anthony Beaver
Bella Mente Charter School
1737 W. Vista Way
Vista, CA 92083
USA
760-621-8948 ext.310
abeaver@bellamentecharter.org

Product <del>\$8,025.00</del> Promo Code (25%) -\$2,006.25 Shipping (Ground) **FREE** Product Subtotal \$6,018.75 Product Tax (8.250%) \$496.55 **Product Total** \$6,515.30 **Installation Services** \$802.50 Installation Discount -\$200.63 Installation Subtotal \$601.87 **Installation Total** \$601.87

**Your Total** \$7,117.17

The Shade Store values every customer's privacy and personal information. We use a secure socket layer(SSL) that encrypts all of your information. We also do not store any credit card information for the safest transaction possible. Please select a payment method.





Bella Mente Montessori Academy

Attn: Gladys Espino 1737 W. Vista Way Vista, CA 92083 PO Box 7493 Bellevue, WA 98008 P 425-558-2100 F 425-412-6860

# **Formal Quote**

4/6/2023 3433	Date	Quote Number
	4/6/2023	3433

Ехр	iration Date	
6	5/30/2023	

ITEM	DESCRIPTION	OTV.	7007	TOTAL
ITEM	DESCRIPTION	QTY	COST	TOTAL
DVD_ANNL_MA	BrightArrow Notification System Annual Subscription Plan renewal for phone/e-mail support and updates. For 490 students and staff. Cost is \$1.50 per student/staff.	490	1.50	735.00
BrightChat new or	New order BrightChat Two Way Communication App.	490	0.75	367.50
BrightChat new or	New order BrightChat Two Way Texting.	490	0.80	392.00
	Coverage period is July 1, 2023 - June 30, 2024.			

To order, sign here and return with a signed PO (FAX: 425-952-6496), or payment:

**TOTAL** 

\$1,494.50

.....



ACCEPTED BY:

315 East Robinson Street, Suite 300 Orlando, FL 32801-1674 www.dacbond.com

Phone: 407.515.1100

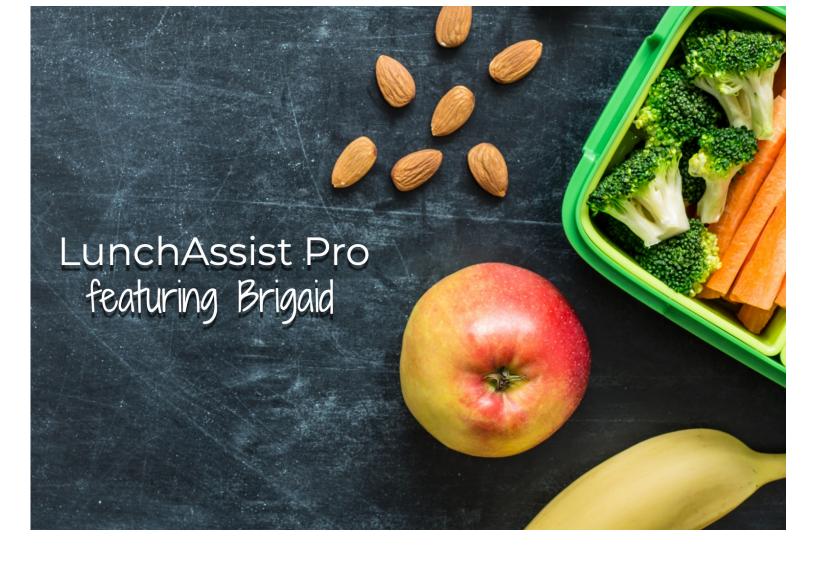
ADDENDUM TO THE SEC POST-ISSUANCE COMPLIANCE SERVICES PRICING AGREEMENT AND ENGAGEMENT LETTER BETWEEN BELLA MENTE CHARTER SCHOOL, A CALIFORNIA NONPROFIT PUBLIC BENEFIT CORPORATION, (the "BORROWER") AND DIGITAL ASSURANCE CERTIFICATION, LLC.

This is an Addendum to the SEC Post-Issuance Compliance Services Pricing Agreement and Engagement Letter (the "Agreement") between Digital Assurance Certification, LLC, d/b/a DAC Bond ("Vendor") and **Bella Mente Charter School** dated April 30, 2018. In the event of a conflict between this Addendum and the Agreement, this Addendum shall control:

1. **PRICING** – web casting of any scheduled investor calls through the use of audio/video technology will incur a \$500 fee.

BELLA MENTE CHARTER SCHOOL				
By:				
Name: Title:				
VENDOR:				
By: Sheart				
Paula Stuart				

Chief Executive Officer Date: March 24, 2023



Quote For **Bella Mente Montessori Academy** 

# Scope of Work One-on-One Consulting & Training SY 23-24

#### Overview

LunchAssist is a small, woman-owned business that provides training, support, and guidance to school nutrition professionals across the United States. We were founded with one very simple mission: to help our colleagues focus on what matters most... and that is feeding students nutritious meals!

Over the years, our team has grown to include a diverse group of former School Nutrition Directors, former State agency staff, and Registered Dietitians. In addition, through a recent partnership with Brigaid, our team now includes professional Chefs who are experts in culinary skill building and developing capacity for scratch cooking. Together, we've provided guidance and support to school nutrition programs in over 350 school districts and agencies across 22 states. This includes work with three state agencies, several non-profit partners, and collaborators on USDA grants. We've gleaned a lot through that process and infused the lessons learned into our everyday work.

We provide individualized, customized support to school nutrition departments through one-on-one consulting and training services when and where you need it most. We listen to your questions and provide recommendations to help your team tackle complex operational issues and put their focus on what matters most. We tune in to what is required at your unique school or district and tailor everything we do according to your areas of interest and need. Because of our expertise with USDA compliance, we are always looking for ways to help your program improve while staying ready for the next audit. During review years, in addition to our Administrative Boot Camp online course, your team will also have access to comprehensive audit prep and support from start to finish.

Through a robust variety of helpful trainings, tools, and resources, our organization supports schools in meeting their goals for scratch cooking, student engagement, food safety, food waste management, farm to school, grants, procurement, financial management, and of course, compliance with Child Nutrition Program regulations. In addition, we are committed to promoting equity, diversity, and inclusion in all that we do. We believe that one of the best ways to accomplish these goals is to start with a foundation of high-quality professional learning for all staff.

LunchAssist PRO is an online training platform where schools can access a library of training, resources, templates, and tools. Each lesson covers a unique topic in school nutrition through a short instructor-led video in either English or Spanish, followed by a quiz. Lessons are supported with printable resources and tools that help school nutrition professionals put their learning into practice. Training records are tracked electronically within the software, and schools can download a compliant Professional Standards Tracking Tool to accompany their staff training records. In addition, your team will access the LunchAssist PRO training platform as a consulting client. Learners will enjoy a simple and fun approach to mastering school nutrition while also building capacity for promoting nutritious meals in your schools.

We also offer virtual meetings and webinars where our Registered Dietitians and Chefs provide training, coaching, and mentoring to help build capacity for scratch cooking and navigate related challenges.



Your team will receive invitations to these meetings and access to on-demand webinar recordings, which also count towards annual training hours.

Through this partnership, our team will become deeply integrated within your organization by collaborating closely with your departmental leadership as we work together to train and support your school site staff.

#### Deliverables

- Meet regularly with the school nutrition leadership team.
- Provide ongoing training, mentoring, and coaching.
- Train in all areas of nutrition program operations.
- Serve as the resident policy expert for your USDA Child Nutrition Programs.
- Update the school/district on relevant policy changes, emerging trends, and best practices.
- Answer questions about program regulations.
- Research complex regulatory issues as needed and provide tailored guidance.
- Review quarterly checklists to ensure program compliance.
- Create organizational tools and timelines for meeting program deadlines.
- Create departmental policies, procedures, forms, and checklists.
- Advise on Buy American, civil rights, financial management, food safety, and procurement.
- Advise on additional federal programs such as snack, supper, FFVP, and USDA Foods.
- Provide feedback and recommendations for improvements that would strengthen the program.
- Provide a Registered Dietitian to train and support the team with menu planning, recipe development, and scratch cooking initiatives.
- Provide access to LunchAssist PRO training and resources.
- Provide ongoing technical assistance and support.
- Other duties as requested by the school or district and as mutually agreed.

#### Investment

Please refer to the estimate for pricing.

Once approved, one annual invoice will be sent at the beginning of the school year.

#### Contact

Mike Munna Director of Sales mike@lunchassist.org (985) 966-8494





8605 Santa Monica Blvd, 52611 West Hollywood, CA 90069 (760) 518-4706 www.lunchassist.org

# Quote

Bella Mente Montessori Academy

**Bill To** 

**Gladys Espino** 1737 West Vista Way Vista, CA 92083 Quote #

5498981000006323307

**Quote Date** 

Mar 31, 2023 11:37 AM

**Quote Expiration** 

Jul 1, 2023

Item & Description	List Price	Qty	Amount
Consulting & Training One-on-one consulting, training, mentoring, coaching, and support from the team at LunchAssist. Annual retainer for up to 60 hours.	\$ 10,000.00	1	\$ 10,000.00
LunchAssist PRO Client One year of school nutrition training through LunchAssist PRO for clients of LunchAssist.	\$ 150.00	1	\$ 150.00
Grand T	otal		\$ 10,150.00

**Terms & Conditions** 



Quote For **Bella Mente Montessori Academy** 

# Scope of Work One-on-One Consulting & Training SY 22-23

#### Overview

LunchAssist is a small, woman-owned business that provides training, support, and guidance to school nutrition professionals across the United States. We were founded with one very simple mission: to help our colleagues focus on what matters most... and that is feeding students nutritious meals!

Over the years, our team has grown to include a diverse group of former School Nutrition Directors, former State agency staff, and Registered Dietitians. In addition, through a recent partnership with Brigaid, our team now includes professional Chefs who are experts in culinary skill building and developing capacity for scratch cooking. Together, we've provided guidance and support to school nutrition programs in over 350 school districts and agencies across 22 states. This includes work with three state agencies, several non-profit partners, and collaborators on USDA grants. We've gleaned a lot through that process and infused the lessons learned into our everyday work.

We provide individualized, customized support to school nutrition departments through one-on-one consulting and training services when and where you need it most. We listen to your questions and provide recommendations to help your team tackle complex operational issues and put their focus on what matters most. We tune in to what is required at your unique school or district and tailor everything we do according to your areas of interest and need. Because of our expertise with USDA compliance, we are always looking for ways to help your program improve while staying ready for the next audit. During review years, in addition to our Administrative Boot Camp online course, your team will also have access to comprehensive audit prep and support from start to finish.

Through a robust variety of helpful trainings, tools, and resources, our organization supports schools in meeting their goals for scratch cooking, student engagement, food safety, food waste management, farm to school, grants, procurement, financial management, and of course, compliance with Child Nutrition Program regulations. In addition, we are committed to promoting equity, diversity, and inclusion in all that we do. We believe that one of the best ways to accomplish these goals is to start with a foundation of high-quality professional learning for all staff.

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Through this partnership, our team will become deeply integrated within your organization by collaborating closely with your departmental leadership as we work together to train and support your school site staff.

#### **Deliverables**

- Meet regularly with the school nutrition leadership team.
- Provide ongoing training, mentoring, and coaching.
- Train in all areas of nutrition program operations.
- Serve as the resident policy expert for your USDA Child Nutrition Programs.
- Update the school/district on relevant policy changes, emerging trends, and best practices.
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- Provide feedback and recommendations for improvements that would strengthen the program.
- Provide a Registered Dietitian to train and support the team with menu planning, recipe development, and scratch cooking initiatives.
- Provide access to LunchAssist PRO training and resources.
- Provide ongoing technical assistance and support.
- Other duties as requested by the school or district and as mutually agreed.

#### Investment

Please refer to the estimate for pricing.

Once approved, one annual invoice will be sent at the beginning of the school year.

#### Contact

Jennifer McNeil, RDN, SNS Co-founder of LunchAssist jennifer@lunchassist.org (760) 518-4706





8605 Santa Monica Blvd, 52611 West Hollywood, CA 90069 (760) 518-4706 www.lunchassist.org

## Quote

Bella Mente Montessori Academy

**Bill To** 

**Gladys Espino** 1737 W. Vista Way Vista, CA 92083 Quote#

5498981000006277080

**Quote Date** 

Mar 30, 2023 11:33 AM

Qty

1

**Quote Expiration** 

Apr 11, 2023

**List Price** 

Item	ጴ	Desc	rin	tion
ILCIII	OX	DESC	שוו	LIUII

**Consulting & Training**Consulting on RFP until June 30, 2023

\$ 2,000.00

**Amount** 

**Grand Total** 

\$ 2,000.00

\$ 2,000.00

**Terms & Conditions** 



### BELLA MENTE MONTESSORI MARCH 2023 INVOICE

Date: March 24, 2023

**Top Notch Catering** 6190 Fairmount Ave Suite G San Diego, CA 92120

To: Gladys Espino

Cost per breakfast:\$1.95 Cost per lunch: \$3.30 Cost per lunch: \$1.01

	PRICE	TOTAL MEALS	TOTAL AMOUNT DUE
BELLA MENTE MONTESSORI SCHOOL			
BELLA MENTE MONTESSORI SCHOOL-BREAKFAST	\$1.95	2510	\$4,894.50
BELLA MENTE MONTESSORI SCHOOL-LUNCH	\$3.30	3279	\$10,820.70
BELLA MENTE MONTESSORI SCHOOL- SNACK	\$1.01	1170	\$1,181.70
Total		6959	\$16,896.90

Total Amount Due \$16,896.90

### **PLEASE MAIL PAYMENT TO:**

**Top Notch Catering** PO Box 1383 National City, CA 91951 BELLA MENTE CHARTER SCHOOL- AGENDA ITEM VIII. 1.

TO: Board of Directors FROM: Executive Director DATE: April 11, 2023

**SUBJECT: Approve the Declaration of Need for Fully Qualified Educators (DON)** 

**ISSUE**: A teacher shortage has created the need for Provisional Permits.

**BACKGROUND**: The Commission of Teacher Credentialing (CTC) will not approve any Waivers, Emergencies, Limited Assignments, Short Term Staff Permits or Provisional Permits until the Declaration of Need is on file at the CTC.

By adopting the Declaration of Need for Fully Qualified Educators, Bella Mente will have the opportunity to apply for the above credentials on behalf of an educator. These permits are used when educators with multiple subject teaching credentials are asked to teach a single subject. For example, middle school teachers who assist the physical education teacher will apply for a physical education single subject permit that will last until the end of the school year. These can also be used when teachers are transferring a credential from out of state and requires an Emergency Crosscultural, Language, and Academic Development (CLAD) certificate to teach students who speak English as a second language.

FISCAL IMPACT/ FUNDING SOURCE: \$100 per credential

**RECOMMENDATION:** Approve the 2023-2024 school year declaration of Need for Fully Qualified Educators with the California Commission on Teacher Credentialing.

Respectfully Submitted,

Erin Feeley
Executive Director



Email: <a href="mailto:credentials@ctc.ca.gov">credentials@ctc.ca.gov</a>
Website: <a href="mailto:www.ctc.ca.gov">www.ctc.ca.gov</a>

## **DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS**

Original Declaration of Need for year	:	
Revised Declaration of Need for year	:	
FOR SERVICE IN A SCHOOL DISTRICT O	OR DISTRICT/COUNTY AUTHORIZED	CHARTER SCHOOL
Name of District or Charter:		District CDS Code:
Name of County:		County CDS Code:
By submitting this annual declaration,	the district is certifying the following	g:
A diligent search, as defined be	elow, to recruit a fully prepared tead	cher for the assignment(s) was made
<ul> <li>If a suitable fully prepared tead to recruit based on the priority</li> </ul>		strict, the district will make a reasonable effort
scheduled public meeting held on	_//certifying that there is oyment criteria for the position(s) lis	ed above adopted a declaration at a regularly an insufficient number of certificated persons sted on the attached form. The attached form onsent calendar.
► Enclose a copy of the board agend With my signature below, I verify that force until June 30,  Submitted by (Superintendent, Board States and States are supplied to the board agend a	the item was acted upon favorably	by the board. The declaration shall remain in
Name	Signature	Title
Fax Number		Date
	Mailing Address	
	EMail Address	
FOR SERVICE IN A COUNTY OFFICE OF AGENCY	EDUCATION, STATE AGENCY, CHAR	RTER SCHOOL OR NONPUBLIC SCHOOL
Name of County		County CDS Code
Name of State Agency		
Name of NPS/NPA		County of Location
CL-500 6/2021	Page 1 of 4	

Λ

The Superintendent of the County Office of specified above adopted a declaration on that such a declaration would be made, of the county's, agency's or school's specified	/, at least 72 hours folertifying that there is an insufficient nu	lowing his or her public announcement umber of certificated persons who meet
The declaration shall remain in force until	June 30,	
► Enclose a copy of the public announce Submitted by Superintendent, Director, or		
Name	Signature	 Title
Fax Number	Telephone Number	Date
,	Mailing Address	
	EMail Address	
► This declaration must be on file with t issued for service with the employing		ng before any emergency permits will be

#### AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	<b>Estimated Number Needed</b>
CLAD/English Learner Authorization (applicant already holds teaching credential)	
Bilingual Authorization (applicant already holds teaching credential)	
List target language(s) for bilingual authorization:	
Resource Specialist	
Teacher Librarian Services	·

#### **LIMITED ASSIGNMENT PERMITS**

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

CL-500 6/2021 Page 2 of 4

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas. Additionally, for the Single Subject Limited Assignment Permits estimated, please include the authorization(s) which will be requested:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	
Single Subject	
Special Education	
TOTAL	

AUTHORIZATION(S) FOR SINGLE SUBJECT LIMITED ASSIGNMENT PERMITS (A separate page may be used if needed)	ESTIMATED NUMBER NEEDED

CL-500 6/2021 Page 3 of 4

#### **EFFORTS TO RECRUIT CERTIFIED PERSONNEL**

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to <a href="https://www.cde.ca.gov">www.cde.ca.gov</a> for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

#### EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program?	Yes	No	
If no, explain			
Does your agency participate in a Commission-approved college or university internship program?	Yes	No	
If yes, how many interns do you expect to have this year?			
If yes, list each college or university with which you participate in an i	internship prog	ram.	
If no, explain why you do not participate in an internship program.			

CL-500 6/2021 Page 4 of 4