



Bella Mente Montessori Academy

Board of Directors

Scott Moote, President
James Smith, Treasurer
Greg McGuire, Secretary

Bella Mente Charter School Regular Board Meeting Agenda December 9, 2025

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

Virtual participation: <https://attendee.gotowebinar.com/register/6665394969884609882>

(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 (562)247-8321

Access Code: 424-433-292

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 (NONE)

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
				Greg McGuire
				James Smith

II. CLOSED SESSION (None)

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 NONE

III. OPEN SESSION/REGULAR MEETING

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
				Greg McGuire
				James Smith

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 December 9, 2025 Board of Directors Meeting.

Moved By		Seconded By	
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AYE	NAY	ABSTAIN	ABSENT	Board Member
				Scott Moote
				Greg McGuire
				James Smith

D. DISCUSSION ITEMS

1. **Executive Director Announcements** - Erin Feeley will provide legislative, safety & risk management, special education updates and fiscal projection updates. ONE
2. **Monthly Financial Board Report** - Joshua Eng, Regional School Business Director from CSMC will report on the monthly financial report. ONE
3. **Campus Report**- Patrick Broughton, Director of Compliance will report on performance updates. ONE
4. **Enrollment Report**- Gladys Espino, Director of Support Services: ONE

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 10/14/2025 Board of Directors Meeting
2. Check Registers - 10/2025
3. Check Registers - 11/2025
4. Recommended action on the personnel activity list
5. Academicognitive Connections SELPA 2025-2026 Master-Contract
6. School-Based Medical Billing & Electronic Health Records Documentation Agreement - Practi-Cal, Inc. 2025.26
7. Zen Educate Agreement 25.26
8. Revised 26-27 Student-Staff calendar and 27-28 Student-Staff Calendar
9. Cal State Fresno Invoice - Tuition- YuFei Chen \$4,744.00 & Jennifer Lucia \$3,744
10. Dr Roslyn Sanchez Independent Contractor Agreement
11. Pupil Behavioral Health Concerns and Youth Behavioral Health Training Policy
12. AT&T Bid Proposal-1 GB Internet, 3 year agreement
13. Mobile Crisis Response Team Services MOA
14. 25-26 Volunteer Handbook Update
15. Reading Program Adoption- University of Florida Literacy Institute (UFLI) Foundations Program

Superintendent's Recommendation: Approve Consent Calendar

Public Comment

Moved By		Seconded By	
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AYE	NAY	ABSTAIN	ABSENT	Board Member
				Scott Moote
				Greg McGuire
				James Smith

F. DISCUSSION/ACTION ITEMS

1. Review and Approve the 25-26 Budget Revision as presented by Charter School Management Corporation

Executive Directors Recommendation: Approve

Public Comment

Moved By		Seconded By	
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AYE	NAY	ABSTAIN	ABSENT	Board Member
				Scott Moote
				Greg McGuire
				James Smith

2. Review and Approve the First Interim Budget as presented by Charter School Management Corporation

Executive Directors Recommendation: Approve
Public Comment

Moved By		Seconded By	
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AYE	NAY	ABSTAIN	ABSENT	Board Member
				Scott Moote
				Greg McGuire
				James Smith

3. Review and Approve the 2024-2025 Audit Report as presented by Wilkinson, Hadley, King & Co LLP

Executive Director's Recommendation: Approve
Public Comment

Moved By		Seconded By	
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AYE	NAY	ABSTAIN	ABSENT	Board Member
				Scott Moote
				Greg McGuire
				James Smith

4. Review and Approve the 2% increase to the classified and certificated salary schedules effective 1/1/2026

Executive Director's Recommendation: Approve
Public Comment

Moved By		Seconded By	
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AYE	NAY	ABSTAIN	ABSENT	Board Member
				Scott Moote
				Greg McGuire
				James Smith

IV. ADJOURNMENT

Moved By		Seconded By	
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AYE	NAY	ABSTAIN	ABSENT	Board Member
				Scott Moote
				Greg McGuire
				James Smith

End of Meeting at:

Next Meeting: January 13, 2026

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.

Approved on: _____

Signature of Board Member

Signature of Board Member

Name:	Name:



Bella Mente Montessori Academy

Board of Directors

Scott Moote, President
James Smith, Treasurer
Greg McGuire, Secretary

Bella Mente Charter School Regular Board Meeting Minutes October 14, 2025

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

Virtual participation: <https://attendee.gotowebinar.com/register/3166712685798150493>

(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 (213) 929-4212

Access Code: 785-904-140

Closed Session: NONE

Open Session: when the closed session adjourns

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CLOSED SESSION: (NONE)

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
				Greg McGuire
				James Smith

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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 NONE

III. OPEN SESSION/REGULAR MEETING 6:51PM

Call to order, roll call and establishment of quorum

Moved By	<i>GM</i>	Seconded By	<i>JS</i>
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AYE	NAY	ABSTAIN	ABSENT	Board Member
			X	Scott Moote
X				Greg McGuire
X				James Smith

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 October 14, 2025 Board of Directors Meeting.

Moved By	<i>JS</i>	Seconded By	<i>GM</i>
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AYE	NAY	ABSTAIN	ABSENT	Board Member
			X	Scott Moote
X				Greg McGuire
X				James Smith

D. DISCUSSION ITEMS

1. **Executive Director Announcements** - Erin Feeley will provide legislative, safety & risk management, special education updates and fiscal projection updates. ONE
2. **Monthly Financial Board Report** - Joshua Eng, Regional School Business Director from CSMC will report on the monthly financial report. ONE
3. **Campus Report**- Patrick Broughton, Director of Compliance will report on performance updates. ONE
4. **Enrollment Report**- Gladys Espino, Director of Support Services: ONE

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 09/09/2025 Board of Directors Meeting and Special Board of Director Meeting
2. Check Registers - 09/2025
3. Recommended action on the personnel activity list
4. Bella Mente Montessori Academy CA Student Teacher MOU
5. Teacher Evaluation System Manual
6. Just Once Language & Speech Therapy, Inc. IEE Agreement

Executive Director's Recommendation: Approve Consent Calendar
Public Comment

Moved By	GM	Seconded By	JS
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AYE	NAY	ABSTAIN	ABSENT	Board Member
			X	Scott Moote
X				Greg McGuire
X				James Smith

F. DISCUSSION/ACTION ITEMS

1. Approval of Resolution 2025-1014 approving Charter Renewal Submission to Vista Unified School District

Executive Director's Recommendation: Approve
Public Comment

Moved By	JS	Seconded By	GM
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AYE	NAY	ABSTAIN	ABSENT	Board Member
			X	Scott Moote
X				Greg McGuire
X				James Smith

2. Approval of Conversion of the School Chase Credit Card to a Corporate Liability Card from a Personal Liability Card

Executive Director's Recommendation: Approve
Public Comment

Moved By	GM	Seconded By	JS
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AYE	NAY	ABSTAIN	ABSENT	Board Member
			X	Scott Moote
X				Greg McGuire
X				James Smith

3. Approval of Annual Update to Expanded Learning Opportunities Program Plan Guide

Executive Director's Recommendation: Approve

Public Comment

Moved By	JS	Seconded By	GM
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AYE	NAY	ABSTAIN	ABSENT	Board Member
			X	Scott Moote
X				Greg McGuire
X				James Smith

IV. ADJOURNMENT

Moved By	JS	Seconded By	GM
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AYE	NAY	ABSTAIN	ABSENT	Board Member
			X	Scott Moote
X				Greg McGuire
X				James Smith

End of Meeting at: &:45pm

Next Meeting: November 18, 2025

Instructions for Comments to the Board by Members of the Community

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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.

Approved on: _____

Signature of Board Member

Signature of Board Member

Name:	Name:

Bella Mente-BMC Check register

Date	Payee	Document no.	Amount Cleared
	Bank: Belle Mente General - Chase Bank	Account no: 131880730	
10/16/2025	V026625--Alegre Blind Company	01K7MQDTE360VMPRQ7D B0ZEQ	822.86 In transit
10/29/2025	V003798--Amazon Capital Services	01K8P6RJJBVBNJMBHPRQYC G9AZX	3,125.06 In transit
10/23/2025	V003798--Amazon Capital Services	01K86RGC44EDQN2208877JK ZXZ	376.41 In transit
10/21/2025	V003798--Amazon Capital Services	01K81KTTR0421KEJ5Z6XV37 VA9	926.30 In transit
10/16/2025	V003798--Amazon Capital Services	01K7MQHZ1MFNZF9MFNRDC 4D8NX	109.53 In transit
10/09/2025	V003798--Amazon Capital Services	01K72Q7G8W7PYAE6SX9MJB DY6J	511.23 In transit
10/06/2025	V003798--Amazon Capital Services	01K6RD2X7X9K75Q1RB0NF4 K18Y	277.81 In transit
10/06/2025	V020497--Amira Learning, Inc.	01K6RD1K8R6P89FR386JC6A ABF	3,500.00 In transit
10/09/2025	V013667--Boonli, LLC	01K72PPBYFTW15J0GYR7A GRRB	130.00 In transit
10/23/2025	V021523--Boys & Girls Club of Vista, Inc.	01K86R72H43F45DVS969YRX WQD	54,461.76 In transit
10/09/2025	V021523--Boys & Girls Club of Vista, Inc.	01K72PHP732KFWNE7R7GKZ 516T	24,125.10 In transit
10/02/2025	V021523--Boys & Girls Club of Vista, Inc.	01K6GNSMG665MDTC4PJVR E4WA3	700.00 In transit
10/09/2025	V014764--California Office Cleaning, Inc.	01K72Q6VXFF0J9J60CFA97B 803	13,560.00 In transit
10/23/2025	V004070--Cardmember Service - PO Box 6294	01K86RADRZC2G0BHZ7MG42 MTNY	8,018.36 In transit
10/06/2025	V000003--Charter School Management Corporation	01K6RD335EF2V8VX0ZHZRK TEZG	12,500.00 In transit
10/02/2025	V000003--Charter School Management Corporation	01K6GNZ4HX6VWWX5ZNP5M KSN15	12,500.00 In transit
10/02/2025	V000032--CharterSAFE	01K6GNYWKP5RG6TN83596D HXR	132.66 In transit
10/29/2025	V003242--CINTAS CORPORATION - 29059	01K8P6QFC16499TSBYNXRA RFNW	115.30 In transit
10/23/2025	V003242--CINTAS CORPORATION - 29059	01K86RF5B1A66F2G6QBKC27 CDE	57.65 In transit
10/16/2025	V003242--CINTAS CORPORATION - 29059	01K7MQHF9KA9D72FK51FNA 9WZ5	57.65 In transit
10/09/2025	V003242--CINTAS CORPORATION - 29059	01K72Q6EQJ7SSZ46G07CJH AC3J	57.65 In transit
10/06/2025	V013192--Cristianna Turvey, M.S CCC-SLP	01K6RD2DJS26H25VXZRKVD 828D	15,380.75 In transit
10/06/2025	V008475--Dental Health Services	01K6RCZZGJ00P6Q3RG94GM G7F3	168.51 In transit
10/15/2025	V003246--Department of Justice	01K7J5D8N80P83D56RJT7NB 3KC	343.00 In transit
10/23/2025	V019960--EcoGuard Pest Management	01K86RDM6NDE0T9N6PRPZT AP4Y	157.00 In transit
10/09/2025	V019960--EcoGuard Pest Management	01K72Q55KJ5ET26B58VXK1Y YHB	157.00 In transit
10/29/2025	V012752--EDCO Waste & Recycling Service	01K8P6R5KQ198Z2KGHCVCCK QWB2	811.32 In transit
10/06/2025	V012752--EDCO Waste & Recycling Service	01K6RD2FKBB3C0X2Y6WHXP GKJE	811.32 In transit
10/09/2025	V004175--EMH Sports USA Inc	01K72Q9GJQ5MBBZEW2QB6 7GVZC	710.00 In transit
10/06/2025	V012887--EPS Operations, LLC	01K6RCZ9SZ0N49MNEJ1WYJ 92A8	350.18 In transit
10/03/2025	V012887--EPS Operations, LLC	01K6K88HC5F6PKZSCNCRY4 PXGG	3,844.70 In transit
10/09/2025	V020068--Fox5 San Diego	01K72PWZ9R097XE2J9PXXK V675	1,000.00 In transit
10/24/2025	V000046--Franchise Tax Board	943	395.77 In transit
10/10/2025	V000046--Franchise Tax Board	940	395.77 In transit
10/09/2025	V013993--Hanna Plumbing & Supply, Inc.	01K72QF1V986AJ7HC3D5Y4 WYD8	1,270.89 In transit
10/29/2025	V015701--Home Depot Credit Services - Bella Mente Dept. 32-2649201658	01K8P6K74K6G3TSMJASW35 7QQB	543.07 In transit

Bella Mente-BMC Check register

Date	Payee	Document no.	Amount Cleared
10/23/2025	V015701--Home Depot Credit Services - Bella Mente Dept. 32-2649201658	01K86R8PE31BWQCG470B9V HBE4	35.00 In transit
10/06/2025	V015701--Home Depot Credit Services - Bella Mente Dept. 32-2649201658	01K6RD19RG4V1NC29HGBH KQ1YD	986.41 In transit
10/29/2025	V027479--Joya Health	01K8P6TN8D3YMCZTDV8YA5 EKY1	577.00 In transit
10/17/2025	V027565--Just Once Language & Speech Therapy, Inc.	01K7Q9SCJC7AGCTGNQW7Z 4RSR9	1,200.00 In transit
10/16/2025	V004418--Kaiser Foundation Health Plan Inc	01K7MQNCM2FJZYXZ4YE2XA MMX9	20,026.21 In transit
10/20/2025	V021524--Kayone Manged Service Provider Inc.	01K7SWA2P64NHQK41Y20BT 2F0J	3,300.00 In transit
10/02/2025	V021524--Kayone Manged Service Provider Inc.	01K6GNYMDD8M4Y7CQYY1V EQQC2	3,300.00 In transit
10/23/2025	V016091--Kiwanis Club of Sunrise Vista	01K86RK0NY6RJDXX26E8RR PTJG	35.00 In transit
10/09/2025	V016091--Kiwanis Club of Sunrise Vista	01K72QAQQT751VG759AVAK S0CM	203.00 In transit
10/01/2025	V016091--Kiwanis Club of Sunrise Vista	01K6E3XRCA95CK27EGAVVC DNR1	168.00 In transit
10/09/2025	V023374--KUSI	01K72QCBGW3YDNCFX1774 YWXXK4	1,750.00 In transit
10/29/2025	V009785--LunchAssist, Inc.	01K8P71WYF9R29T4SQ6ZCP BKVT	12,150.00 In transit
10/29/2025	V009818--Maintex, Inc.	01K8P6YDK39K9HE41VXS6A Z6P8	654.39 In transit
10/29/2025	V000068--McGraw Hill LLC	01K8P6S4PT6CCZN5197J5NK C09	55.35 In transit
10/06/2025	V000068--McGraw Hill LLC	01K6RCYNKZ0P7EVVTZS7BN BJ5G	2,968.27 In transit
10/09/2025	V009974--MJ Akerland, RN, A Professional Nursing Corpora- tion	01K72Q7S244Q9N83ZNEQ0E Z695	1,305.00 In transit
10/06/2025	V003326--Mutual Of Omaha-PO 2147	01K6RD1P4S8PYDY05X2RYK Q7KR	5,636.78 In transit
10/21/2025	V013382--National Benefits Services, LLC Non-ERISA	01K81KMMQ76K3Q8Y9JSK87 ZA81	6,168.71 In transit
10/16/2025	V013382--National Benefits Services, LLC Non-ERISA	01K7MQB2MMBNKTAP8ZKKC AZJPQ	6,235.65 In transit
10/06/2025	V013382--National Benefits Services, LLC Non-ERISA	01K6RCZN5S4KHDTJHW685Z 9SYG	5,761.94 In transit
10/09/2025	V015661--Native Interpreting	01K72QD10G24H6V5B77DTC QPB8	85.00 In transit
10/16/2025	V000071--NCS Pearson Inc - 13036 Collection Center	01K7MQPGRQ93YA7NVBKRT XRBBQ	313.35 In transit
10/21/2025	V019015--Nido Marketing LLC	01K81KQYKH2V62A6WVC05D DV8K	195.00 In transit
10/23/2025	V010278--Ontario Refrigeration, Inc.	01K86RHRQACR0RQAQWVH 59MGCK	3,803.00 In transit
10/06/2025	V010331--Pali Institute	01K6RD1SQ3AHVCV7CAP40F TK9C	5,895.00 In transit
10/16/2025	V010336--Palomar Family Counseling Service, Inc.	01K7MQG40V9JTPVPCF1S1A MBK0	2,100.00 In transit
10/23/2025	V003459--Payroll		48,279.80 In transit
10/23/2025	V003459--Payroll		120,061.43 In transit
10/22/2025	V003459--Payroll	944	1,091.82 In transit
10/10/2025	V003459--Payroll	942	679.00 In transit
10/10/2025	V003459--Payroll	941	875.85 In transit
10/10/2025	V003459--Payroll	939	1,010.47 In transit
10/09/2025	V003459--Payroll		46,867.97 In transit
10/09/2025	V003459--Payroll		116,611.97 In transit
10/02/2025	V003459--Payroll		297.82 In transit
10/16/2025	V013501--Pitney Bowes Bank Inc Purchase Power	01K7MQNG9CAGKWQ2M0BZ A3QQBS	504.87 In transit
10/29/2025	V012974--Quality Lock & Security Services, Inc.	01K8P6VTHZ21XK4W4CTZ6D F5PJ	339.90 In transit
10/21/2025	V022674--Richard Olinger Electric Inc.	01K81KPYWE4BMFZQ7RSSW 74MJE	865.00 In transit
10/30/2025	V000080--San Diego Gas & Electric	01K8RSCYAWADMJQKND834 24KV6	48.57 In transit
10/30/2025	V000080--San Diego Gas & Electric	01K8RSCYAWADMJQKND834 24KV6	4,987.53 In transit

Bella Mente-BMC Check register

Date	Payee	Document no.	Amount Cleared
10/15/2025	V000080--San Diego Gas & Electric	01K7J5G51T0TCS6SCYRZ352 H2M	6,694.60 In transit
10/06/2025	V000080--San Diego Gas & Electric	01K6RD35134V70SX0ZVE4HJ ZT1	2,441.77 In transit
10/09/2025	V020052--San Diego KSWB	01K72PMTJ72KW08SE5A95S S95R	1,750.00 In transit
10/21/2025	V004846--Schola - 2942 N 24th St	01K81KSN0HC8YTSM3MS42C K0R9	3,500.00 In transit
10/29/2025	V006126--Scoot Education Inc. - 5670	01K8P6Z4XZ19EMK09GHJCJ Y252	5,791.00 In transit
10/16/2025	V006126--Scoot Education Inc. - 5670	01K7MQPQPFF7R0T0G7VMA JDRHK	7,568.00 In transit
10/06/2025	V006126--Scoot Education Inc. - 5670	01K6RD0C62E6RTBM3T2462T SPF	5,540.00 In transit
10/21/2025	V024650--Sharpline Solutions, Inc.	4017	362.92 In transit
10/29/2025	V011053--Soliant Health, LLC	01K8P6WPJ33DXQXK4BE931 KJ0A	2,066.25 In transit
10/16/2025	V011053--Soliant Health, LLC	01K7MQNYSCCYVC70T1Z1Q TXJBG	1,615.00 In transit
10/06/2025	V011053--Soliant Health, LLC	01K6RD39HX7EZJT8J6W1XM 2WZJ	3,433.16 In transit
10/06/2025	V011480--Top Notch Catering - PO Box 1383	01K6RD0YK08A49AYGJ43J38 A77	18,409.86 In transit
10/09/2025	V014670--Transparent Classroom	01K72PKQMS3T6EFXN86VPM 4XPP	663.40 In transit
10/06/2025	V013194--UHC - United Healthcare of CA	01K6RD2SCDDTJ3QHWNPDI D2FB4	15,907.19 In transit
10/15/2025	V011687--VendorMax, Inc.	01K7J5K3FK2SA5ERJE6RG1X Y6J	60.00 In transit
10/29/2025	V018604--Vista Alarm Program - Alarm Program	01K8P6YBR51VVXSY4N8S2V 032W	500.00 In transit
10/06/2025	V018604--Vista Alarm Program - Alarm Program	01K6RCZ6Y59Y1XHAW61B4Y THW9	500.00 In transit
10/02/2025	V018604--Vista Alarm Program - Alarm Program	01K6GP7SAZ52KC76E51N04 QZQ8	500.00 In transit
10/29/2025	V011719--Vista Irrigation District	01K8P6S6XY5MWV2XMVA2G FS0S3	351.85 In transit
10/29/2025	V011719--Vista Irrigation District	01K8P6S6XY5MWV2XMVA2G FS0S3	642.44 In transit
10/29/2025	V011719--Vista Irrigation District	01K8P6S6XY5MWV2XMVA2G FS0S3	118.44 In transit
10/29/2025	V011719--Vista Irrigation District	01K8P6S6XY5MWV2XMVA2G FS0S3	176.12 In transit
10/29/2025	V011719--Vista Irrigation District	01K8P6S6XY5MWV2XMVA2G FS0S3	299.28 In transit
10/23/2025	V022565--Witt Copier Solutions	01K86R9FREE7KDRDW901M YTR6N	230.99 In transit
10/09/2025	V000012--Young, Minney & Corr, LLP	01K72PVM8ZBF8V0JKD9H06 786	2,249.50 In transit
Total for Belle Mente General			<u>671,206.44</u>

Bella Mente-BMC Check register

Date	Payee	Document no.	Amount Cleared
	Bank: Belle Mente General - Chase Bank	Account no: 131880730	
11/21/2025	V003798--Amazon Capital Services	01KAHHAMRZFRK48RHN2EG DMQ3C	236.65 In transit
11/19/2025	V003798--Amazon Capital Services	01KACCS5HB1SR6CM1CR6H W5PBK	41.12 In transit
11/10/2025	V003798--Amazon Capital Services	01K9JMF9JCN9C7P42313AY F9P	2,048.97 In transit
11/10/2025	V003798--Amazon Capital Services	01K9G2CZT0773HA431V1MQ 2PWK	2,946.64 In transit
11/10/2025	V013667--Boonli, LLC	01K9G2B0XZ1F09V5V8FXJPD P53	130.00 In transit
11/10/2025	V021523--Boys & Girls Club of Vista, Inc.	01K9G1XH43CSEYBBWA2YE XE474	71,951.39 In transit
11/10/2025	V014764--California Office Cleaning, Inc.	01K9G2C7876DXPNSQJVDVHJ M15E	11,584.00 In transit
11/26/2025	V004070--Cardmember Service - PO Box 6294	01KAYD7H8P27QGZ187VVC4 14H7	4,593.28 In transit
11/05/2025	V000003--Charter School Management Corporation	01K987F9NZ1ZHWBM2Y75A7 RZMJ	12,500.00 In transit
11/19/2025	V000031--Charter Schools Development Center	01KACD7DMY4802CSZF56B8 P3EK	1,688.00 In transit
11/26/2025	V003242--CINTAS CORPORATION - 29059	01KAYDDEJC1XHF1ZCXVZ23 Z2R9	59.20 In transit
11/18/2025	V003242--CINTAS CORPORATION - 29059	01KA9TA4J67JDN7YS6S6ABD Y7X	59.20 In transit
11/10/2025	V003242--CINTAS CORPORATION - 29059	01K9G2BFF02TKVJ8ZHJ7X3F 15Q	59.20 In transit
11/05/2025	V003242--CINTAS CORPORATION - 29059	01K987JSGX9MSF5N3QDA2Y 3W2W	57.65 In transit
11/19/2025	V004012--Club Xcite	01KACCVYZW21C4RVWD4T5 W1WFP	1,286.46 In transit
11/05/2025	V013192--Cristianna Turvey, M.S CCC-SLP	01K987KG9TFCDNN25JZ52Z2 0RR	19,016.20 In transit
11/05/2025	V008475--Dental Health Services	01K987NY6TA9FRSJME8DJ4Y 5C8	153.69 In transit
11/18/2025	V003246--Department of Justice	01KA9SZ29C1E91EYWNJB16J 4P5	147.00 In transit
11/10/2025	V004175--EMH Sports USA Inc	01K9G2GVR04YAPD25DKG0S CFEH	1,165.00 In transit
11/10/2025	V008878--First Student Inc.	01K9JMEQHGB75JKD053GAT D6AY	1,223.40 In transit
11/10/2025	V008878--First Student Inc.	01K9JMEQHGB75JKD053GAT D6AY	1,106.20 In transit
11/10/2025	V008878--First Student Inc.	01K9G2VW9T2PSV7V12P6W2 3SV2	917.00 In transit
11/25/2025	V000046--Franchise Tax Board	950	395.77 In transit
11/10/2025	V000046--Franchise Tax Board	948	395.77 In transit
11/26/2025	V015701--Home Depot Credit Services - Bella Mente Dept. 32-2649201658	01KAYD4Y3Y7V81Y29K4JKAD B5P	39.76 In transit
11/05/2025	V027479--Joya Health	01K987P5VRCQPDZN4V6PN3 86RG	502.00 In transit
11/18/2025	V004418--Kaiser Foundation Health Plan Inc	01KA9T43J56JTCVNKNXGE4 Q564	19,537.55 In transit
11/19/2025	V021524--Kayone Manged Service Provider Inc.	01KACCGGF9368X4MQ5YMS SBWN6	3,300.00 In transit
11/05/2025	V021524--Kayone Manged Service Provider Inc.	01K987EJ1FBR6VDG9FG5746 A46	3,300.00 In transit
11/10/2025	V016091--Kiwani Club of Sunrise Vista	01K9G2K4439RPMH9EMRQN ZNRKN	203.00 In transit
11/05/2025	V000068--McGraw Hill LLC	01K987MY987S613BN0SAHM 9237	724.95 In transit
11/10/2025	V004566--Mission San Juan Capistrano	01K9G1Z9SQE42GPM132H5T RS1P	798.00 In transit
11/05/2025	V009974--MJ Akerland, RN, A Professional Nursing Corpora- tion	01K987MS9C3CDA7PA789J5X BXR	1,305.00 In transit
11/05/2025	V003326--Mutual Of Omaha-PO 2147	01K987DB3PE08CYG5TJ89FD 03M	4,148.60 In transit
11/26/2025	V013382--National Benefits Services, LLC Non-ERISA	01KAYD3C175VC3GX6QM5GJ Y0CY	6,560.48 In transit
11/10/2025	V013382--National Benefits Services, LLC Non-ERISA	01K9JMBX0G0TW83WK8KR7 SEJVS	6,784.05 In transit

Bella Mente-BMC Check register

Date	Payee	Document no.	Amount Cleared
11/05/2025	V013382--National Benefits Services, LLC Non-ERISA	01K987BMQH9JJT6W09Z4Y9 K780	6,601.61 In transit
11/19/2025	V010336--Palomar Family Counseling Service, Inc.	01KACCM05N399CRPW7A1A D1P44	3,360.00 In transit
11/24/2025	V003459--Payroll		46,245.72 In transit
11/24/2025	V003459--Payroll		115,393.07 In transit
11/10/2025	V003459--Payroll	947	885.83 In transit
11/07/2025	V003459--Payroll	949	238.54 In transit
11/07/2025	V003459--Payroll		52,362.43 In transit
11/07/2025	V003459--Payroll		126,503.68 In transit
11/03/2025	V003459--Payroll	946	76.30 In transit
11/03/2025	V003459--Payroll	945	1,119.03 In transit
11/19/2025	V013501--Pitney Bowes Bank Inc Purchase Power	01KACD0HK6D3MXSSPE8EV KTC4G	58.60 In transit
11/06/2025	V012973--Pitney Bowes Global Financial Services LLC - PO BOX 981022	01K9AXBNJ81QWXYESVM09 Z77Y0	103.61 In transit
11/19/2025	V022674--Richard Olinger Electric Inc.	01KACCHH9ACMG2EC5S37X 26KHC	725.00 In transit
11/19/2025	V004846--Schola - 2942 N 24th St	01KACCQ89M4JBFBRA4KTRJ GW3D	3,500.00 In transit
11/19/2025	V006126--Scoot Education Inc. - 5670	01KACD37ZZ11YAG3736Q711 J2D	4,897.00 In transit
11/05/2025	V006126--Scoot Education Inc. - 5670	01K987TVT3CM39ZVG3SJ22D 668	9,686.00 In transit
11/12/2025	V004868--SDTTC	01K9QSBFJFAW2JRD0KJTB4 1S9T	111.80 In transit
11/05/2025	V004868--SDTTC	01K987VQFQFNCFFXYEV3S KBQP	1,816.88 In transit
11/26/2025	V011053--Soliant Health, LLC	01KAYD7QSC7QE0Z1QP3PT3 4GS1	1,312.83 In transit
11/19/2025	V011053--Soliant Health, LLC	01KACD0Z3Z4GNHPZCDJA5 M19S9	1,520.00 In transit
11/10/2025	V011053--Soliant Health, LLC	01K9G2NH8WDX1F91T2C48Y DHH3	1,906.16 In transit
11/05/2025	V011053--Soliant Health, LLC	01K987RMXY5QQQKB5F9D78 FG68	1,708.00 In transit
11/10/2025	V011086--Specialized Office Systems, Inc.	01K9G24Q0G89SKFBFAVWM JBTCV	1,645.59 In transit
11/10/2025	V011480--Top Notch Catering - PO Box 1383	01K9G29T8B133T6T7HBCPVB 9R6	31,134.69 In transit
11/05/2025	V014670--Transparent Classroom	01K987DCVD76F7TYCDP9M5 PAF0	675.62 In transit
11/05/2025	V013194--UHIC - United Healthcare of CA	01K987KPXY8K6ZPZJJTF3YH 2SH	29,082.69 In transit
11/10/2025	V024610--USA Removals	01K9JMF5RN464ZA8E51HPAZ TVY	325.00 In transit
11/10/2025	V011759--Waste Management PO BOX 541065	01K9G2J638171C236RZGTBK 9E3	138.00 In transit
11/10/2025	V000018--Wilkinson Hadley King & Co. LLP	01K9G2E1FV38R77RR6QF9Q 5X7J	3,500.00 In transit
11/10/2025	V000012--Young, Minney & Corr, LLP	01K9G2P5WP1ZTAJSRXE7E1 XFNX	3,256.00 In transit
Total for Belle Mente General			<u>630,854.86</u>

Employment Changes as of December 9, 2025

New Hires Full Time: Classroom Teacher (2)

New Hires Part Time: Instructional Assistant (2)

Release: Instructional Assistant (2)
Classroom Teacher (1)

Open Positions for 25-26:

Classified Positions:

Part Time: Instructional Assistant (1)

Full Time: Classroom Behavior Aide (1)

Certificated Positions:

Part Time: None

Full Time: Principal (1)

NONPUBLIC, NONSECTARIAN
SCHOOL/AGENCY SERVICES

MASTER CONTRACT

2025-2026

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2025-2026

CONTRACT NUMBER:

LOCAL EDUCATION AGENCY: Bella Mente Montessori Academy

NONPUBLIC SCHOOL/AGENCY/RELATED SERVICES PROVIDER:

Academicognitive Connections, LLC

NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES
MASTER CONTRACT

GENERAL PROVISIONS

1. MASTER CONTRACT

This Master Contract (or “Contract”) is entered into on July 1, 2025, between Bella Mente Montessori Academy, hereinafter referred to as the local educational agency (“LEA”), a member of the El Dorado Charter SELPA and Academicognitive Connections, LLC (nonpublic, nonsectarian school or agency), hereinafter referred to as NPS/A or “CONTRACTOR” for the purpose of providing special education and/or related services to students with exceptional needs under the authorization of California Education Code sections 56157, 56361 and 56365 *et seq.* and Title 5 of the California Code of Regulations section 3000 *et seq.*, AB 490 (Chapter 862, Statutes of 2003) and AB 1858 (Chapter 914, Statutes of 2004). It is understood that this agreement does not commit the LEA to pay for special education and/or related services provided to any student, or CONTRACTOR to provide such special education and/or related services, unless and until an authorized LEA representative approves the provision of special education and/or related services by CONTRACTOR.

Upon acceptance of a student, LEA shall submit to CONTRACTOR an Individual Service Agreement (hereinafter referred to as “ISA”). Unless otherwise agreed in writing, these forms shall acknowledge CONTRACTOR’s obligation to provide all relevant services specified in the student’s Individualized Education Program (hereinafter referred to as “IEP”). The ISA shall be executed within ninety (90) days of a student’s enrollment. LEA and CONTRACTOR shall enter into an ISA for each student served by CONTRACTOR. As available and appropriate, the LEA shall make available access to any electronic IEP system and/or electronic database for the development of the ISA and invoices.

Unless placement and/or services is made pursuant to an Office of Administrative Hearings (hereinafter referred to as “OAH”) order, a lawfully executed settlement agreement between LEA and parent or authorized by LEA for a transfer student pursuant to California Education Code section 56325, LEA is not responsible for the costs associated with NPS placement or NPS/A services until the date on which an IEP team meeting is convened, the IEP team determines that a NPS placement is appropriate, and the IEP is signed by the student’s parent.

2. CERTIFICATION AND LICENSES

CONTRACTOR shall be certified by the California Department of Education (hereinafter referred to as "CDE") as a NPS/A. All NPS/A services shall be provided consistent with the area of certification and licensure specified by CDE Certification and as defined in California Education Code, section 56366 *et seq* and within the professional scope of practice of each provider's license, certification, and/or credential. A current copy of CONTRACTOR's NPS/A certification or a waiver of such certification issued by the CDE pursuant to Education Code section 56366.2 must be provided to LEA on or before the date this Agreement is executed by CONTRACTOR. This Master Contract shall be null and void if such certification or waiver is expired, revoked, rescinded, or otherwise nullified during the effective period of this Master Contract. Total student enrollment shall be limited to capacity as stated on CDE certification and in Section 24 of the Master Contract.

In addition to meeting the certification requirements of the State of California, a CONTRACTOR that operates a program outside of this State shall be certified and all staff persons providing services to pupils shall be certified and/or licensed by that state to provide, respectively, special education and related services and designated instruction and related services to pupils under the federal Individuals with Disabilities Education Act (20 U.S.C. Sec. 1400 *et seq.*).

If CONTRACTOR is a licensed children's institution (hereinafter referred to as "LCI"), CONTRACTOR shall be licensed by the state, or other public agency having delegated authority by contract with the state to license, to provide nonmedical care room and board to children, including, but not limited to, individuals with exceptional needs. The LCI must also comply with all licensing requirements relevant to the protection of the child, and have a special permit, if necessary, to meet the needs of each child so placed. If the CONTRACTOR operates a program outside of this State, CONTRACTOR must obtain all required licenses from the appropriate licensing agency in both California and in the state where the LCI is located.

With respect to CONTRACTOR's certification, failure to notify the LEA and CDE in writing of any changes in: (1) credentialed/licensed staff; (2) ownership; (3) management and/or control of the agency; (4) major modification or relocation of facilities; or (5) significant modification of the program may result in the suspension or revocation of CDE certification and/or suspension or termination of this Master Contract by the LEA.

3. COMPLIANCE WITH LAWS, STATUTES, REGULATIONS

During the term of this Master Contract, unless otherwise agreed, CONTRACTOR shall comply with all applicable federal, state, and local statutes, laws, ordinances, rules, policies and regulations. CONTRACTOR shall also comply with all applicable LEA policies and procedures unless, taking into consideration all of the surrounding facts and circumstances, a policy or policies or a portion of a policy does not reasonably apply to CONTRACTOR. CONTRACTOR hereby acknowledges and agrees that it accepts all risks and responsibilities for its failure to comply with LEA policies and shall indemnify LEA under the provisions of Section 16 of this Agreement for all liability, loss, damage and expense (including reasonable attorneys' fees) resulting from or arising out of CONTRACTOR's failure to comply with applicable LEA policies (e.g., those policies relating to; the provision of special education and/or related services, facilities for individuals with exceptional needs, student enrollment and transfer, student inactive status, corporal punishment, student discipline, and positive behavior interventions).

CONTRACTOR acknowledges and understands that LEA may report to the CDE any violations of the provisions of this Master Contract; and that this may result in the suspension and/or

revocation of CDE nonpublic school/agency certification pursuant to California Education Code section 56366.4(a).

4. TERM OF MASTER CONTRACT

The term of this Master Contract shall be from July 1, 2025 to June 30, 2026 (Title 5 California Code of Regulations section 3062(a)) unless otherwise stated. Neither the CONTRACTOR nor the LEA is required to renew this Master Contract in subsequent contract years. The parties acknowledge that any subsequent Master Contract is to be re-negotiated prior to June 30, 2025. In the event the contract negotiations are not agreed to by June 30th, the most recently executed Master Contract will remain in effect for 90 days. (Title 5 California Code of Regulations section 3062(d)) No Master Contract will be offered unless and until all of the contracting requirements have been satisfied. The offer of a Master Contract to a CONTRACTOR is at the sole discretion of the LEA.

The provisions of this Master Contract apply to CONTRACTOR and any of its employees or independent contractors. Notice of any change in CONTRACTOR's ownership or authorized representative shall be provided in writing to LEA within thirty (30) calendar days of change of ownership or change of authorized representative.

5. INTEGRATION/CONTINUANCE OF CONTRACT FOLLOWING EXPIRATION OR TERMINATION

This Master Contract includes each ISA and they are incorporated herein by this reference. This Master Contract supersedes any prior or contemporaneous written or oral understanding or agreement. This Master Contract may be amended only by written amendment executed by both parties.

CONTRACTOR shall provide the LEA with information as requested in writing to secure a Master Contract or a renewal.

At a minimum, such information shall include copies of current teacher credentials and clearance, insurance documentation and CDE certification. The LEA may require additional information as applicable. If the application packet is not completed and returned to District, no Master Contract will be issued. If CONTRACTOR does not return the Master Contract to LEA duly signed by an authorized representative within ninety (90) calendar days of issuance by LEA, the new contract rates will not take effect until the newly executed Master Contract is received by LEA and will not be retroactive to the first day of the new Master Contract's effective date. If CONTRACTOR fails to execute the new Master Contract within such ninety-day period, all payments shall cease until such time as the new Master Contract for the current school year is signed and returned to LEA by CONTRACTOR. (California Education Code section 56366(c)(1) and (2)). In the event that this Master Contract expires or terminates, CONTRACTOR shall continue to be bound to all of the terms and conditions of the most recent executed Master Contract between CONTRACTOR and LEA for so long as CONTRACTOR is servicing authorized students at the discretion of the LEA.

6. INDIVIDUAL SERVICE AGREEMENT ("ISA")

This Agreement shall include an ISA developed for each student to whom CONTRACTOR is to provide special education and/or related services. An ISA shall only be issued for students

enrolled with the approval of the LEA pursuant to Education Code section 56366 (a)(2)(A). An ISA may be effective for more than one contract year provided that there is a concurrent Master Contract in effect. In the event that this Master Contract expires or terminates, CONTRACTOR, shall continue to be bound to all of the terms and conditions of the most recent executed ISAs between CONTRACTOR and LEA for so long as CONTRACTOR is servicing authorized students.

Any and all changes to a student's educational placement/program provided under this Master Contract and/or an ISA shall be made solely on the basis of a revision to the student's IEP or by written agreement between the parent and LEA. At any time during the term of this Master Contract, a student's parent, CONTRACTOR, or LEA may request a review of a student's IEP subject to all procedural safeguards required by law.

Unless otherwise provided in this Master Contract, the CONTRACTOR shall provide all services specified in the IEP unless the CONTRACTOR and the LEA agree otherwise in the ISA. (California Education Code sections 56366(a) (5) and 3062(e)). In the event the CONTRACTOR is unable to provide a specific service at any time during the life of the ISA, the CONTRACTOR shall notify the LEA in writing within five (5) business days of the last date a service was provided. CONTRACTOR shall provide any and all subsequent compensatory service hours awarded to student as a result of lack of provision of services while student was served by the NPS/A.

If a parent or LEA contests the termination of an ISA by initiating a due process proceeding with the OAH, CONTRACTOR shall abide by the "stay-put" requirement of state and federal law unless the parent agrees otherwise or an Interim Alternative Educational Setting is deemed lawful and appropriate by LEA or OAH consistent with Section 1415 (k)(1)(7) of Title 20 of the United States Code. CONTRACTOR shall adhere to all LEA requirements concerning changes in placement.

Disagreements between LEA and CONTRACTOR concerning the formulation of an ISA or the Master Contract may be appealed to the County Superintendent of Schools of the County where the LEA is located, or the State Superintendent of Public Instruction pursuant to the provisions of California Education Code section 56366(c) (2).

7. DEFINITIONS

The following definitions shall apply for purposes of this contract:

- a. The term "CONTRACTOR" means a nonpublic, nonsectarian school/agency certified by the California Department of Education and its officers, agents, and employees.
- b. The term "authorized LEA representative" means a LEA administrator designated to be responsible for NPS/A. It is understood, a representative of the Special Education Local Plan Area (SELPA) of which the LEA is a member is an authorized LEA representative in collaboration with the LEA. The LEA maintains sole responsibility for this Contract, unless otherwise specified in this Contract.
- c. The term "credential" means a valid credential, life diploma, permit, or document in special education or pupil personnel services issued by, or under the jurisdiction of, the State Board of Education if issued prior to 1970 or the California Commission on Teacher Credentialing, which entitles the holder thereof to perform services for which

certification qualifications are required as defined in Title 5 of the California Code of Regulations section 3001(g).

- d. The term “qualified” means that a person holds a certificate, permit or other document equivalent to that which staff in a public school are required to hold to provide special education and related services and has met federal and state certification, licensing, registration, or other comparable requirements which apply to the area in which the individual is providing special education or related services, including those requirements set forth in Title 34 of the Code of Federal Regulations sections 200.56 and 200.58, and those requirements set forth in Title 5 of the California Code of Regulations Sections 3064 and 3065, and adheres to the standards of professional practice established in federal and state law or regulation, including the standards contained in the California Business and Professions Code.

Nothing in this definition shall be construed as restricting the activities in services of a graduate needing direct hours leading to licensure, or of a student teacher or intern leading to a graduate degree at an accredited or approved college or university, as authorized by state laws or regulations. (Title 5 of the California Code of Regulations Section 3001 (r)).

- e. The term “license” means a valid non-expired document issued by a licensing agency within the Department of Consumer Affairs or other state licensing office authorized to grant licenses and authorizing the bearer of the document to provide certain professional services or refer to themselves using a specified professional title including but not limited to mental health and board and care services at a residential placement. If a license is not available through an appropriate state licensing agency, a certificate of registration with the appropriate professional organization at the national or state level which has standards established for the certificate that are equivalent to a license shall be deemed to be a license as defined in Title 5 of the California Code of Regulations section 3001(l).

- f. “Parent” means:
 - i. a biological or adoptive parent; unless the biological or adoptive parent does not have legal authority to make educational decisions for the child,
 - ii. a guardian generally authorized to act as the child’s parent or authorized to make educational decisions for the child,
 - iii. an individual acting in the place of a biological or adoptive parent, including a grandparent, stepparent, or other relative with whom the child lives, or an individual who is legally responsible for the child’s welfare,
 - iv. a surrogate parent,
 - v. a foster parent if the authority of the biological or adoptive parent to make educational decisions on the child’s behalf has been specifically limited by court order in accordance with Code of Federal Regulations 300.30(b)(1) or (2).

Parent does not include the state or any political subdivision of government or the NPS/A under contract with the LEA for the provision of special education or designated instruction and services for a child. (California Education Code section 56028).

- g. The term “days” means calendar days unless otherwise specified.
- h. The phrase “billable day” means a school day in which instructional minutes meet or exceed those in comparable LEA programs.

- i. The phrase “billable day of attendance” means a school day as defined in California Education Code Section 46307, in which a student is in attendance and in which instructional minutes meet or exceed those in comparable LEA programs unless otherwise stipulated in an IEP or ISA.
- j. It is understood that the term “Master Contract” also means “Contract” and is referred to as such in this document.

ADMINISTRATION OF CONTRACT

8. NOTICES

All notices provided for by this Contract shall be in writing. Notices shall be mailed, emailed, or delivered by hand and shall be effective as of the date of receipt by addressee.

All notices mailed or emailed to LEA shall be addressed to the person and address as indicated on the signature page of this Master Contract. Notices to CONTRACTOR shall be addressed as indicated on signature page of this Master Contract.

9. MAINTENANCE OF RECORDS

All records shall be maintained by CONTRACTOR as required by state and federal laws and regulations. Notwithstanding the foregoing sentence, CONTRACTOR shall maintain all records for at least five (5) years after the termination of this Master Contract. For purposes of this Master Contract, “records” shall include, but not be limited to student records as defined by California Education Code section 49061(b) including electronically stored information; registers and roll books of teachers and/or daily service providers; daily service logs and notes and other documents used to record the provision of related services including supervision; daily service logs and notes used to record the provision of services provided through additional instructional assistants, NPA behavior intervention aides, and bus aides; behavior emergency reports (BER); incident reports; notification of injuries; absence verification records (parent/doctor notes, telephone logs, and related documents) if the CONTRACTOR is funded for excused absences, however, such records are not required if positive attendance is required; bus rosters; staff lists specifying credentials held and documents evidencing other staff qualifications, social security numbers, dates of hire, and dates of termination; records of employee training and certification, , including verification of behavior training consistent with 56366.1; staff time sheets; non-paid staff and volunteer sign-in sheets; transportation and other related services subcontracts; school calendars; bell/class schedules when applicable; liability and worker’s compensation insurance policies; state NPS/A certifications; by-laws, if applicable; lists of current board of directors/trustees, if incorporated; statement of income and expenses; general journals; cash receipts and disbursement books; general ledgers and supporting documents; documents evidencing financial expenditures; federal/state payroll quarterly reports; evidence of electronic payments; and bank statements and canceled checks or facsimile thereof.

CONTRACTOR shall maintain student records in a secure location to ensure confidentiality and prevent unauthorized access. CONTRACTOR shall maintain a current list of the names and positions of CONTRACTOR’s employees who have access to confidential records. CONTRACTOR shall maintain an access log for each student’s record which lists all persons,

agencies, or organizations requesting or receiving information from the record. Such log shall be maintained as required by California Education Code section 49064 and include the name, title, agency/organization affiliation, date/time of access for each individual requesting or receiving information from the student's record, and a description of the record(s) provided. Such log needs to record access to the student's records by: (a) the student's parent; (b) an individual to whom written consent has been executed by the student's parent; or (c) employees of LEA or CONTRACTOR having a legitimate educational interest in requesting or receiving information from the record. CONTRACTOR/LEA shall maintain copies of any written parental concerns granting access to student records. For purposes of this paragraph, "employees of LEA or CONTRACTOR" do not include subcontractors. CONTRACTOR shall grant the following access to student records, (a) the student's parent; (b) employees of LEA or CONTRACTOR having a legitimate educational interest in requesting or receiving information from the record, and comply with parents' requests for copies of student records, as required by state and federal laws and regulations. CONTRACTOR agrees, in the event of school or agency closure, to forward student records within ten (10) business days to LEA. These shall include, but not limited to, current transcripts, IEP/IFSPs, BER's, incident reports, notification of injuries and all other relevant reports. LEA and/or SELPA shall have access to and receive copies of any and all records upon request within five (5) business days.

10. SEVERABILITY CLAUSE

If any provision of this agreement is held, in whole or in part, to be unenforceable for any reason, the remainder of that provision and of the entire agreement shall be severable and remain in effect.

11. SUCCESSORS IN INTEREST

This contract binds CONTRACTOR's successors and assignees. CONTRACTOR shall notify the LEA of any change of ownership or corporate control.

12. VENUE AND GOVERNING LAW

The laws of the State of California shall govern the terms and conditions of this contract with venue in the County where the LEA is located.

13. MODIFICATIONS AND AMENDMENTS REQUIRED TO CONFORM TO LEGAL AND ADMINISTRATIVE GUIDELINES

This Master Contract may be modified or amended by the LEA to conform to administrative and statutory guidelines issued by any state, federal or local governmental agency. The party seeking such modification shall provide the LEA and/or CONTRACTOR thirty (30) days' notice of any such changes or modifications made to conform to administrative or statutory guidelines and a copy of the statute or regulation upon which the modification or changes are based.

14. TERMINATION

This Master Contract or ISA may be terminated for cause. The cause shall not be the availability of a public class initiated during the period of the contract unless the parent agrees to the transfer

of the student to the public school program at an IEP team meeting. To terminate the contract either party shall give no less than twenty (20) days prior written notice (California Education Code section 56366(a)(4)). At the time of termination, CONTRACTOR shall provide to LEA any and all documents CONTRACTOR is required to maintain under this Master Contract. ISAs are void upon termination of this Master Contract, as provided in Section 5 or 6. CONTRACTOR or LEA may terminate an ISA for cause. To terminate the ISA, either party shall give twenty (20) days prior written notice.

15. INSURANCE

CONTRACTOR shall, at CONTRACTOR'S sole cost and expense, maintain in full force and effect, during the term of this Contract, the following insurance coverage from a California licensed and/or admitted insurer with an A minus (A-), VII, or better rating from A.M. Best, sufficient to cover any claims, damages, liabilities, costs and expenses (including counsel fees) arising out of or in connection with CONTRACTOR's fulfillment of any of its obligations under this Agreement or either party's use of the work or any component or part thereof:

PART I - INSURANCE REQUIREMENTS FOR NONPUBLIC SCHOOLS AND AGENCIES

- A. **Commercial General Liability Insurance**, including both bodily injury and property damage, with limits as follows:

- \$2,000,000 per occurrence
- \$ 500,000 fire damage
- \$ 5,000 medical expenses
- \$1,000,000 personal & adv. injury
- \$3,000,000 general aggregate
- \$2,000,000 products/completed operations aggregate

The policy may not contain an exclusion for coverage of claims arising from claims for sexual molestation or abuse. In the event that CONTRACTOR's policy should have an exclusion for sexual molestation or abuse claims, then CONTRACTOR shall be required to procure a supplemental policy providing such coverage.

- B. **Workers' Compensation Insurance** in accordance with provisions of the California Labor Code adequate to protect the CONTRACTOR from claims that may arise from its operations pursuant to the Workers' Compensation Act (Statutory Coverage). The Workers' Compensation Insurance coverage must also include Employers Liability coverage with limits of \$1,000,000/\$1,000,000/\$1,000,000.
- C. **Commercial Auto Liability Insurance** for all owned, non-owned or hired automobiles with a \$1 million combined single limit.

If no owned automobiles, then only hired and non-owned is required.

If CONTRACTOR uses a vehicle to travel to/from school sites, between schools and/or to/from students' homes or other locations as approved service locations by the LEA, CONTRACTOR must comply with State of California auto insurance requirements.

- D. **Errors & Omissions (E & O)/Malpractice (Professional Liability) coverage**, including Sexual Molestation and Abuse coverage, unless that coverage is afforded elsewhere in the Commercial General Liability policy by endorsement or separate policy, with the following limits:

\$1,000,000 per occurrence
\$2,000,000 general aggregate

- E. CONTRACTOR, upon execution of this Contract and periodically thereafter upon request, shall furnish the LEA with certificates of insurance evidencing such coverage. The certificate of insurance shall include a ten (10) day non-renewal notice provision. The Commercial General Liability and Automobile Liability policy shall name the LEA and the Board of Education additional insured's premiums on all insurance policies and shall be paid by CONTRACTOR and shall be deemed included in CONTRACTOR's obligations under this contract at no additional charge.
- F. Any deductibles or self-insured retentions above \$100,000 must be declared to and approved by the LEA. At its option, LEA may require the CONTRACTOR, at the CONTRACTOR's sole cost, to: (a) cause its insurer to reduce to levels specified by the LEA or eliminate such deductibles or self-insured retentions with respect to the LEA, its officials and employees, or (b) procure a bond guaranteeing payment of losses and related investigation.
- G. For any claims related to the services performed in connection with this Master Contract, the CONTRACTOR's insurance coverage shall be the primary insurance with respect to the LEA, its subsidiaries, officials and employees. Any insurance or self-insurance maintained by the LEA, its subsidiaries, officials and employees shall be excess of the CONTRACTOR's insurance and shall not contribute with it.
- H. All Certificates of Insurance must reference the contract number, name of the school or agency submitting the certificate, and the location of the school or agency submitting the certificate on the certificate.

PART II - INSURANCE REQUIREMENTS FOR NONPUBLIC SCHOOLS AFFILIATED WITH A RESIDENTIAL TREATMENT FACILITY ("RTC")

When CONTRACTOR is an NPS affiliated with a **residential treatment center (NPS/RTC)**, the following insurance policies are required:

- A. **Commercial General Liability** including both bodily injury and property damage, with limits as follows:

\$3,000,000 per occurrence
\$6,000,000 in General Aggregate.

The policy shall be endorsed to name the LEA and the Board of Education as *named* additional insured and shall provide specifically that any insurance carried by the

LEA which may be applicable to any claims or loss shall be deemed excess and the RTC's insurance primary despite any conflicting provisions in the RTC's policy. Coverage shall be maintained with no Self-Insured Retention above \$100,000 without the prior written approval of the LEA.

- B. **Workers' Compensation Insurance** in accordance with provisions of the California Labor Code adequate to protect the RTC from claims that may arise from its operations pursuant to the Workers' Compensation Act (Statutory Coverage). The Workers' Compensation Insurance coverage must also include Employers Liability coverage with limits of \$1,000,000/\$1,000,000/\$1,000,000.
- C. **Commercial Auto Liability** coverage with limits of \$1,000,000 Combined Single Limit per Occurrence if the RTC does not operate a student bus service. If the RTC provides student bus services, the required coverage limit is \$5,000,000 Combined Single Limit per Occurrence.
- D. **Fidelity Bond or Crime Coverage** shall be maintained by the RTC to cover all employees who process or otherwise have responsibility for RTC funds, supplies, equipment or other assets. Minimum amount of coverage shall be \$250,000 per occurrence, with no self-insured retention.
- E. **Professional Liability/Errors & Omissions/Malpractice** coverage with minimum limits of \$3,000,000 per occurrence and \$6,000,000 general aggregate.
- F. **Sexual Molestation and Abuse Coverage**, unless that coverage is afforded elsewhere in the Commercial General Liability or Professional liability policy by endorsement, with minimum limits of \$3,000,000 per occurrence and \$6,000,000 general aggregate.

If LEA or CONTRACTOR determines that a change in insurance coverage obligations under this section is necessary, either party may reopen negotiations to modify the insurance obligations.

16. INDEMNIFICATION AND HOLD HARMLESS

To the fullest extent allowed by law, CONTRACTOR shall indemnify and hold LEA and its Board Members, administrators, employees, agents, attorneys, volunteers, and subcontractors ("LEA Indemnities") harmless against all liability, loss, damage and expense (including reasonable attorneys' fees) resulting from or arising out of this Master Contract or its performance, to the extent that such loss, expense, damage or liability was proximately caused by negligence, intentional act, or willful act or omission of CONTRACTOR, including, without limitation, its agents, employees, subcontractors or anyone employed directly or indirectly by it (excluding LEA and LEA Indemnities). The duty and obligation to defend shall arise immediately upon tender of a claim or lawsuit to the CONTRACTOR. The LEA and the Member District(s) shall have the right in their sole discretion to select counsel of its choice to provide the defense at the sole cost of the CONTRACTOR or the applicable insurance carrier.

To the fullest extent allowed by law, LEA shall indemnify and hold CONTRACTOR and its Board Members, administrators, employees, agents, attorneys, and subcontractors ("CONTRACTOR Indemnities") harmless against all liability, loss, damage and expense (including reasonable attorneys' fees) resulting from or arising out of this Master Contract or its performance thereof, to the extent that such loss, expense, damage or liability was proximately

caused by the negligent, intentional act or willful act or omission of LEA, including, without limitation, its agents, employees, subcontractors or anyone employed directly or indirectly by it (excluding CONTRACTOR and/or any CONTRACTOR Indemnities).

LEA represents that it is self-insured in compliance with the laws of the State of California, that the self-insurance covers district employees acting within the course and scope of their respective duties and that its self-insurance covers the LEA's indemnification obligations under this Master Contract.

17. INDEPENDENT CONTRACTOR

Nothing herein contained will be construed to imply a joint venture, partnership or principal-agent relationship between the LEA and CONTRACTOR. CONTRACTOR shall provide all services under this Contract as an independent contractor, and neither party shall have the authority to bind or make any commitment on behalf of the other. Nothing contained in this Contract shall be deemed to create any association, partnership, joint venture or relationship of principal and agent, master and servant, or employer and employee between the parties or any affiliates of the parties, or between the LEA and any individual assigned by CONTRACTOR to perform any services for the LEA.

If the LEA is determined to be a partner, joint venture, co-principal, employer or co-employer of CONTRACTOR, CONTRACTOR shall indemnify and hold harmless the LEA from and against any and all claims for loss, liability, or damages arising from that determination, as well as any expenses, costs, taxes, penalties and interest charges incurred by the LEA as a result of that holding.

18. SUBCONTRACTING

CONTRACTOR shall provide written notification to LEA before subcontracting for special education and/or related services pursuant to this Master Contract. In the event LEA determines that it can provide the subcontracted service(s) at a lower rate, LEA may elect to provide such service(s). If LEA elects to provide such service(s), LEA shall provide written notification to CONTRACTOR within five (5) days of receipt of CONTRACTOR's original notice and CONTRACTOR shall not subcontract for said service(s).

CONTRACTOR shall incorporate all of the provisions of this Master Contract in all subcontracts, to the fullest extent reasonably possible. Furthermore, when CONTRACTOR enters into subcontracts for the provision of special education and/or related services (including, but not limited to, transportation) for any student, CONTRACTOR shall cause each subcontractor to procure and maintain insurance during the term of each subcontract. Such subcontractor's insurance shall comply with the provisions of Section 15. Each subcontractor shall furnish the LEA with original endorsements and certificates of insurance effecting coverage required by Section 15. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. The endorsements are to be on forms as required by the LEA. All endorsements are to be received and approved by the LEA before the subcontractor's work commences. The Commercial General Liability and Automobile Liability policies shall name the LEA/SELPA and the LEA Board of Education as additional insured.

As an alternative to the LEA's forms, a subcontractor's insurer may provide complete, certified copies of all required insurance policies, including endorsements affecting the coverage required

by this Master Contract. All Certificates of Insurance must reference the LEA contract number, name of the school or agency submitting the certificate, indication if NPS or NPA, and the location of the school or agency submitting the certificate. In addition, all subcontractors must meet the requirements as contained in Section 44 Clearance Requirements and Section 45 Staff Qualifications of this Master Contract.

19. CONFLICTS OF INTEREST

CONTRACTOR shall provide to LEA upon request a copy of its current bylaws and a current list of its Board of Directors (or Trustees), if it is incorporated. CONTRACTOR and any member of its Board of Directors (or Trustees) shall disclose any relationship with LEA that constitutes or may constitute a conflict of interest pursuant to California Education Code section 56042 and Government Code Section 1090 including, but not limited to, employment with LEA, provision of private party assessments and/or reports, and attendance at IEP team meetings acting as a student's advocate. Pursuant to California Education code section 56042, an attorney or advocate for a parent of an individual with exceptional needs shall not recommend placement at CONTRACTOR's facility if the attorney or advocate is employed or contracted by the CONTRACTOR, or will receive a benefit from the CONTRACTOR, or otherwise has a conflict of interest.

The LEA shall neither execute an ISA with CONTRACTOR nor amend an existing ISA for a student when a recommendation for special education and/or related services is based in whole or in part on assessment(s) or reports provided by CONTRACTOR to the student without prior written authorization by LEA. This paragraph shall apply to CONTRACTOR regardless of when an assessment is performed or a report is prepared (i.e., before or after the student is enrolled in CONTRACTOR's school/agency) or whether an assessment of the student is performed or a report is prepared in the normal course of the services provided to the student by CONTRACTOR. To avoid conflict of interest, and in order to ensure the appropriateness of an Independent Educational Evaluation (hereinafter referred to as "IEE") and its recommendations, the LEA may not fund an IEE by an evaluator who provides ongoing service(s) or is sought to provide service(s) to the student for whom the IEE is requested. Likewise, the LEA may not fund services through the evaluator whose IEE the LEA agrees to fund. When no other appropriate assessor is available, LEA may request and if CONTRACTOR agrees, the CONTRACTOR may provide an IEE.

CONTRACTOR shall not admit a student living within the jurisdictional boundaries of the LEA on a private pay or tuition free "scholarship" basis and concurrently or subsequently advise/request parent(s) to pursue funding for the admitted school year from the LEA through due process proceedings.

20. NON-DISCRIMINATION

CONTRACTOR shall not, in employment or operation of its programs, unlawfully discriminate on the basis of gender, nationality, national origin, ancestry, race, color, ethnicity, ethnic group affiliation, religion, age, marital status, pregnancy or parental status, sex, sexual orientation, gender, gender identity or expression, physical or mental disability, genetic information or any other classification protected by federal or state law or the perception of one or more of such characteristics or association with a person or group with one or more of these actual or perceived characteristics.

EDUCATIONAL PROGRAM

21. FREE AND APPROPRIATE PUBLIC EDUCATION (FAPE)

The LEA shall provide CONTRACTOR with a copy of the IEP including the Individualized Transition Plan (hereinafter referred to as “ITP”) of each student served by CONTRACTOR. CONTRACTOR shall provide special education and/or related services (including transition services) to each student within the NPS/A consistent with the student’s IEP and as specified in the ISA. If CONTRACTOR is a NPS, CONTRACTOR shall not accept a student if it cannot provide or ensure the provision of the services outlined in the student’s IEP. If student services are provided by a third party (i.e. Related Services Provider), CONTRACTOR shall notify LEA if provision of services cease.

Unless otherwise agreed to between CONTRACTOR and LEA, CONTRACTOR shall be responsible for the provision of all appropriate supplies, equipment, and/or facilities, as specified in the student’s IEP and ISA. CONTRACTOR shall make no charge of any kind to parents for special education and/or related services as specified in the student’s IEP and ISA (including, but not limited to, screenings, assessments, or interviews that occur prior to or as a condition of the student’s enrollment under the terms of this Master Contract). LEA shall provide low incidence equipment for eligible students with low incidence disabilities when specified in the student’s IEP and ISA. Such equipment remains the property of the SELPA/LEA and shall be returned to the SELPA/LEA when the IEP team determines the equipment is no longer needed or when the student is no longer enrolled in the NPS. CONTRACTOR shall ensure that facilities are adequate to provide LEA students with an environment which meets all pertinent health and safety regulations. CONTRACTOR may charge a student’s parent(s) for services and/or activities not necessary for the student to receive a free appropriate public education after: (a) written notification to the student’s parent(s) of the cost and voluntary nature of the services and/or activities; and (b) receipt by the LEA of the written notification and a written acknowledgment signed by the student’s parent(s) of the cost and voluntary nature of the services and/or activities. CONTRACTOR shall adhere to all LEA requirements concerning parent acknowledgment of financial responsibility.

Voluntary services and/or activities not necessary for the student to receive a free appropriate public education shall not interfere with the student’s receipt of special education and/or related services as specified in the student’s IEP and ISA unless the LEA, CONTRACTOR, and PARENT agree otherwise in writing.

22. GENERAL PROGRAM OF INSTRUCTION

All NPS/A services shall be provided consistent with the area of certification specified by CDE Certification and as defined in California Education Code section 56366 *et seq.*

When CONTRACTOR is a NPS, CONTRACTOR’s general program of instruction shall: (a) utilize evidence-based practices and be consistent with LEA’s standards regarding the particular course of study and curriculum; (b) include curriculum that addresses mathematics, literacy and the use of educational, assistive technology and transition services; (c) be consistent with CDE’s standards regarding the particular course of study and curriculum; (d) provide the services as specified in the student’s IEP and ISA. Students shall have access to: (a) State Board of

Education (SBE) - adopted Common Core State Standards (“CCSS”) for curriculum and the same instructional materials for kindergarten and grades 1 to 8, inclusive; and provide standards – aligned core curriculum and instructional materials for grades 9 to 12, inclusive, used by an LEA, that contracts with the NPS: (b) college preparation courses; (c) extracurricular activities, such as art, sports, music and academic clubs; (d) career preparation and vocational training, consistent with transition plans pursuant to state and federal law and; (e) supplemental assistance, including individual academic tutoring, psychological counseling, and career and college counseling.

When CONTRACTOR serves students in grades 9 through 12 inclusive, LEA shall provide to CONTRACTOR a specific list of the course requirements to be satisfied by the CONTRACTOR leading toward graduation or completion of LEA’s diploma requirements. CONTRACTOR shall not award a high school diploma to students who have not successfully completed all of the LEA’s graduation requirements.

When CONTRACTOR is a NPA and/or related services provider, CONTRACTOR’s general program of instruction and/or services shall utilize evidence-based practices and be consistent with LEA and CDE guidelines and certification, and provided as specified in the student’s IEP and ISA. The NPA providing Behavior Intervention services shall develop a written plan that specifies the nature of their NPA service for each student within thirty (30) days of enrollment and shall be provided in writing to the LEA. School-based services may not be unilaterally converted by CONTRACTOR to a substitute program or provided at a location not specifically authorized by the IEP team. Except for services provided by a CONTRACTOR that is a Licensed Children’s Institution (LCI), all services not provided in the school setting require the presence of a parent, guardian or adult caregiver during the delivery of services, provided such guardian or caregiver have a signed authorization by the parent or legal guardian to authorize emergency services as requested. LCI CONTRACTORS shall ensure that appropriate and qualified residential or clinical staff is present during the provision of services under this Master Contract. CONTRACTOR shall immediately notify LEA in writing if no parent, guardian or adult caregiver is present. CONTRACTOR shall provide to LEA a written description of the services and location provided prior to the effective date of this Master Contract. CONTRACTORS providing Behavior Intervention services must have a trained behaviorist or trained equivalent on staff. It is understood that Behavior Intervention services are limited per CDE Certification and do not constitute as an instructional program.

When CONTRACTOR is a NPA, CONTRACTOR shall not provide transportation nor subcontract for transportation services for students unless the LEA and CONTRACTOR agree otherwise in writing.

23. INSTRUCTIONAL MINUTES

When CONTRACTOR is a NPS, the total number of instructional minutes per school day provided by CONTRACTOR shall be at least equivalent to the number of instructional minutes per school day provided to students at like grade level attending LEA schools and shall be specified in the student’s ISA developed in accordance with the student’s IEP.

For students in grades kindergarten through 12 inclusive, unless otherwise specified in the student’s IEP and ISA, the number of instructional minutes, excluding breakfast, recess, lunch and passing time shall be at the same level that Ed. Code prescribes for the LEA.

The total number of annual instructional minutes shall be at least equivalent to the total number of annual instructional minutes provided to students attending LEA schools in like grade level unless otherwise specified in the student's IEP.

When CONTRACTOR is a NPA and/or related services provider, the total number of minutes per school day provided by CONTRACTOR shall be specified in the student's ISA developed in accordance with the student's IEP.

24. CLASS SIZE

When CONTRACTOR is a NPS, CONTRACTOR shall ensure that class size shall not exceed a ratio of one teacher per twelve (12) students, unless CONTRACTOR and LEA agree otherwise in writing. Upon prior written approval by an authorized LEA representative, class size may be temporarily increased by a ratio of 1 teacher to fourteen (14) students when necessary during the regular or extended school year to provide services to students with disabilities.

In the event a NPS is unable to fill a vacant teaching position responsible for direct instruction to students, and the vacancy has direct impact on the CDE Certification of that school, the NPS shall develop a plan to ensure appropriate coverage of students by first utilizing existing certificated staff. The NPS and the LEA may agree to one 30 school day period per contract year where class size may be increased to ensure coverage by an appropriately credentialed teacher. Such an agreement shall be in writing and signed by both parties. This provision does not apply to a NPA.

CONTRACTOR providing special education instruction for individuals with exceptional needs between the ages of three and five years, inclusive, shall also comply with the appropriate instructional adult to child ratios pursuant to California Education Code sections 56440 et seq.

25. CALENDARS

When CONTRACTOR is an NPS, CONTRACTOR shall submit to the LEA/SELPA a school calendar with the total number of billable days not to exceed 180 days, plus extended school year billable days equivalent to the number of days determined by the LEA's extended school year calendar. Billable days shall include only those days that are included on the submitted and approved school calendar, and/or required by the IEP (developed by the LEA) for each student. CONTRACTOR shall not be allowed to change its school calendar and/or amend the number of billable days without the prior written approval of the LEA. Nothing in this Master Contract shall be interpreted to require the LEA to accept any requests for calendar changes.

Unless otherwise specified by the student's IEP, educational services shall occur at the school site. A student shall only be eligible for extended school year services as determined by the IEP team and the provision of such is specifically included in the ISA. Extended school year shall consist of twenty (20) instructional days, unless otherwise agreed upon by the IEP team convened by the LEA. Any days of extended school year in excess of twenty (20) billable days must be mutually agreed to, in writing, prior to the start of the extended school year.

Student must have actually been in attendance during the regular school year and/or during extended school year and received services on a billable day of attendance in order for CONTRACTOR to be eligible for payment. It is specifically understood that services may not be provided on weekends/holidays and other times when school is not in session, unless agreed to by the LEA, in writing, in advance of the delivery of any NPS service. Any instructional days

provided without this written agreement shall be at the sole financial responsibility of the CONTRACTOR.

CONTRACTOR shall observe the same legal holidays as LEA. Those holidays are Labor Day, Veteran's Day, Thanksgiving Day, Christmas Day, New Year's Day, Martin Luther King Jr. Day, President's Day, Memorial Day, Juneteenth, and Independence Day. With the approval of LEA, CONTRACTOR may revise the date upon which CONTRACTOR closes in observance of any of the holidays observed by the LEA.

When CONTRACTOR is a NPA, CONTRACTOR shall be provided with a LEA-developed/approved calendar prior to the initiation of services. CONTRACTOR herein agrees to observe holidays as specified in the LEA-developed/approved calendar. CONTRACTOR shall provide services pursuant to the LEA-developed/approved calendar; or as specified in the LEA student's IEP and ISA. Unless otherwise specified in the LEA student's ISA, CONTRACTOR shall provide related services to LEA students on only those days that the LEA student's school of attendance is in session and the LEA student attends school. CONTRACTOR shall bill only for services provided on billable days of attendance as indicated on the LEA calendar unless CONTRACTOR and the LEA agree otherwise, in writing. Student must have actually been in attendance and/or received services on a billable day of attendance in order for CONTRACTOR to be eligible for payment. It is specifically understood that services may not be provided on weekends/holidays and other times when school is not in session, unless agreed to by the LEA, in writing, in advance of the delivery of any NPA service provided by CONTRACTOR. Any instructional days provided without this written agreement shall be at the sole financial responsibility of the CONTRACTOR.

26. DATA REPORTING

CONTRACTOR shall agree to provide to the LEA all data related to student information and billing information with LEA. CONTRACTOR shall agree to provide data related to all sections of this contract, including student discipline as noted below, and requested by and in the format required by the LEA. It is understood that all NPS/A shall utilize the LEA approved electronic IEP system for all IEP development, service tracking documentation, and progress reporting, unless otherwise agreed to by the LEA. Additional progress reporting may be required by the LEA. The LEA shall provide the CONTRACTOR with appropriate software, user training and proper internet permissions to allow adequate access.

Using forms developed by the CDE or as otherwise mutually agreed upon by CONTRACTOR and LEA, CONTRACTOR shall provide LEA, on a monthly basis, a written report of all incidents in which a statutory offense is committed by any LEA student, regardless if it results in a disciplinary action of suspension or expulsion. This includes all statutory offenses as described in Education Code sections 48900 and 48915. CONTRACTOR shall also include incidents resulting in the use of a behavioral restraint and/or seclusion even if they were not a result of a violation of Education Code sections 48900 and 48915.

The LEA shall provide the CONTRACTOR with approved forms and/or format for such data including, but not limited to, invoicing, attendance reports and progress reports. The LEA may approve use of CONTRACTOR'S provided forms at their discretion.

27. LEAST RESTRICTIVE ENVIRONMENT/DUAL ENROLLMENT

CONTRACTOR and LEA shall follow all LEA policies and procedures that support Least Restrictive Environment (“LRE”) options and/or dual enrollment options if available and appropriate, for students to have access to the general curriculum and to be educated with their nondisabled peers to the maximum extent appropriate.

CONTRACTOR and LEA shall ensure that LRE placement options are addressed at all IEP team meetings regarding students for whom ISAs have been or may be executed. This shall include IEP team consideration of supplementary aids and services, goals and objectives necessary for placement in the LRE and necessary to enable students to transition to less restrictive settings.

When an IEP team has determined that a student should be transitioned into the public school setting, CONTRACTOR shall assist the LEA in implementing the IEP team’s recommended activities to support the transition.

28. STATEWIDE ACHIEVEMENT TESTING

When CONTRACTOR is a NPS, per implementation of Senate Bill 484, CONTRACTOR shall administer all statewide assessments within the California Assessment of Student Performance and Progress (“CAASPP”), Desired Results Developmental Profile (“DRDP”), California Alternative Assessment (“CAA”), achievement and abilities tests (using LEA-authorized assessment instruments), the Fitness Gram, , the English Language Proficiency Assessments for California (“ELPAC”), the Alternative English Language Proficiency Assessments for California (“Alternative ELPAC”), and as appropriate to the student, and mandated by LEA pursuant to LEA and state and federal guidelines.

CONTRACTOR is subject to the alternative accountability system developed pursuant to Education Code section 52052, in the same manner as public schools. Each LEA student placed with CONTRACTOR by the LEA shall be tested by qualified staff of CONTRACTOR in accordance with that accountability program. LEA shall provide test administration training to CONTRACTOR’S qualified staff. CONTRACTOR shall attend LEA test training and comply with completion of all coding requirements as required by LEA.

29. MANDATED ATTENDANCE AT LEA MEETINGS

CONTRACTOR shall attend District mandated meetings when legal mandates, and/or LEA policy and procedures are reviewed, including but not limited to the areas of: curriculum, high school graduation, standards-based instruction, behavior intervention, cultural and linguistic needs of students with disabilities, dual enrollment responsibilities, LRE responsibilities, transition services, data collection, and standardized testing and IEPs. LEA shall provide CONTRACTOR with reasonable notice of mandated meetings. Attendance at such meetings does not constitute a billable service hour(s).

30. POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORTS

CONTRACTOR shall comply with the requirements of Education Code section 49005, *et seq.*, 56521.1 and 56521.2. LEA students who exhibit behaviors that interfere with their learning or the learning of others must receive timely and appropriate assessments and positive supports and interventions in accordance with the federal law and it’s implementing regulations. If the IEP team determines that a student’s behavior impedes his or her learning or the learning of others, the

IEP team is required to consider the use of positive behavioral interventions and supports, and other strategies, to address that behavior, consistent with Section 1414(d)(3)(B)(i) and (d)(4) of Title 20 of the United States Code and associated federal regulations. This could mean that instead of developing a Behavior Intervention Plan (“BIP”), the IEP team may conclude it is sufficient to address the student’s behavioral problems through the development of behavioral goals and behavioral interventions to support those goals.

CONTRACTOR shall maintain a written policy pursuant to California Education Code section 56521.1 regarding emergency interventions and behavioral emergency reports. CONTRACTOR shall ensure that all of its staff members are trained in crisis intervention, emergency procedures, and evidenced-based practices and interventions specific to the unique behavioral needs of the CONTRACTOR’s pupil population. The training shall be provided within 30 days of employment to new staff who have any contact or interaction with pupils during the school day, and annually to all staff who have any contact or interaction with pupils during the school day. The CONTRACTOR shall select and conduct the training in accordance with California Education Code section 56366.1. CONTRACTOR shall maintain written records of the training and provide written verification of the training annually and upon request.

Pursuant to Education Code section 56521.1, emergency interventions shall not be used as a substitute for a BIP, and shall not be employed longer than necessary to contain the behavior. Emergency interventions may only be used to control unpredictable, spontaneous behavior that poses clear and present danger of serious physical harm to the individual with exceptional needs, or others, and that cannot be immediately prevented by a response less restrictive than the temporary application of a technique used to contain the behavior. If a situation requires prolonged use of emergency intervention, staff must seek assistance from the school site administrator or a law enforcement agency.

CONTRACTOR shall complete a behavior emergency report when an emergency occurs that is defined as a serious, dangerous behavior that staff has determined to present a clear and present danger to others. It requires a non-violent physical intervention to protect the safety of student, self, or others and a physical intervention has been used; or a physical intervention has not been used, but an injury or serious property damage has occurred. Personal Safety Techniques may or may not have been used. Emergencies **require** a behavior emergency report form be completed and submitted to the LEA within twenty-four (24) hours for administrative action. CONTRACTOR shall notify Parent within twenty-four (24) hours via telephone. If the student’s IEP does not contain a BIP, an IEP team shall schedule a meeting to review the behavior emergency report, determine if there is a necessity for a functional behavioral assessment, and to determine an interim plan. If the student already has a BIP, the IEP team shall review and modify the BIP if a new serious behavior has been exhibited or existing behavioral interventions have proven to be ineffective. CONTRACTOR shall schedule with LEA an IEP meeting within two (2) days.

Pursuant to Education Code section 56521.2, CONTRACTOR shall not authorize, order, consent to, or pay for the following interventions, or any other interventions similar to or like the following:

1. any intervention that is designed to, or likely to, cause physical pain, including, but not limited to, electric-shock;
2. an intervention that involves the release of noxious, toxic, or otherwise unpleasant sprays, mists, or substances in proximity to the face of the individual;
3. an intervention that denies adequate sleep, food, water, shelter, bedding, physical comfort, or access to bathroom facilities;

4. an intervention that is designed to subject, used to subject, or likely to subject, the individual to verbal abuse, ridicule, or humiliation, or that can be expected to cause excessive emotional trauma;
5. restrictive interventions that employ a device, material, or objects that simultaneously immobilize all four extremities, including the procedure known as prone containment, except that prone containment or similar techniques may be used by trained personnel as a limited emergency intervention;
6. locked seclusion, unless it is in a facility otherwise licensed or permitted by state law to use a locked room;
7. an intervention that precludes adequate supervision of the individual;
8. an intervention that deprives the individual of one or more of his or her senses.

CONTRACTOR shall comply with Education Code section 49005.8. Specifically, Contractor shall not do any of the following:

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

CONTRACTOR shall keep constant, direct observation of a pupil who is in seclusion, which may be through observation of the pupil through a window, or another barrier, through which the educational provider is able to make direct eye contact with the pupil. This observation shall not be through indirect means, including through a security camera or a closed-circuit television.

CONTRACTOR shall afford pupils who are restrained the least restrictive alternative and the maximum freedom of movement, and shall use the least number of restraint points, while ensuring the physical safety of the pupil and others.

If prone restraint techniques are used by CONTRACTOR, a staff member shall observe the pupil for any signs of physical distress throughout the use of prone restraint. Whenever possible, the staff member monitoring the pupil shall not be involved in restraining the pupil.

In the case of a child whose behavior impedes the child's learning or that of others, the IEP team shall consider the use of positive behavioral interventions and supports, and other strategies, to address that behavior, consistent with Section 1414(d)(3)(B)(i) and (d)(4) of Title 20 of the United States Code and associated federal regulations.

All restraint practices must be reviewed and revised when they have an adverse effect on a student and are used repeatedly for an individual child, either on multiple occasions within the same classroom or multiple uses by the same individual. CONTRACTOR shall notify the student's parent/guardian when any type of physical or mechanical restraint or seclusion has been used. Upon the use of any type of physical or mechanical restraint or seclusions of an LEA

student, CONTRACTOR shall complete a BER per the reporting and notification requirements listed above.

31. STUDENT DISCIPLINE

CONTRACTOR shall maintain and abide by a written policy for student discipline that is consistent with state and federal law and regulations. Using forms developed by the California Department of Education or as otherwise mutually agreed upon by CONTRACTOR and LEA, CONTRACTOR shall provide LEA, on a monthly basis, a written report of all incidents in which a statutory offense is committed by any LEA student, regardless if it results in a disciplinary action of suspension or expulsion. This includes all statutory offenses as described in Education Codes 48900 and 48915. CONTRACTOR shall also include incidents resulting in the use of a behavioral restraint and/or seclusion even if they were not a result of a violation of Education Code Sections 48900 and 48915.

When CONTRACTOR seeks to remove a student from his/her current educational placement for disciplinary reasons, CONTRACTOR shall immediately submit a written discipline report to the LEA. Written discipline reports shall include, but not be limited to: the student's name; the time, date, and description of the misconduct; the disciplinary action taken by CONTRACTOR; and the rationale for such disciplinary action. A copy of the student's behavior plan, if any, shall be submitted with the written discipline report. CONTRACTOR and LEA agree to participate in a manifestation determination at an IEP meeting no later than the tenth (10th) day of suspension.

32. IEP TEAM MEETINGS

An IEP team meeting shall be convened at least annually to evaluate: (1) the educational progress of each student placed with CONTRACTOR, including all state assessment results pursuant to the requirements of Education Code section 52052; (2) whether or not the needs of the student continue to be best met at the NPS; and (3) whether changes to the student's IEP are necessary, including whether the student may be transitioned to a public school setting. (California Education Code sections 56366 (a) (2) (B) (i) and (ii)) and pursuant to California Education Code section 56345 (b) (4).)

If the LEA student is to be transferred from a NPS setting into a regular class setting in a public school for any part of the school day, the IEP team shall document a description of activities provided to integrate the student into the regular education program, including the nature of each activity as well as the time spent on the activity each day or week and a description of the activities provided to support the transition of the student from the special education program into the regular education program. Each student shall be allowed to provide confidential input to any representative of his or her IEP team. Except as otherwise provided in the Master Contract, CONTRACTOR and LEA shall participate in all IEP team meetings regarding students for whom ISAs have been or may be executed. At any time during the term of this Master Contract, the parent, the CONTRACTOR or the LEA may request a review of the student's IEP, subject to all procedural safeguards required by law, including reasonable notice given to, and participation of, the CONTRACTOR in the meeting. Every effort shall be made to schedule IEP team meetings at a time and place that is mutually convenient to parent, CONTRACTOR and LEA. CONTRACTOR shall provide to LEA assessments and written assessment reports by service providers upon request and/or pursuant to LEA policy and procedures. It is understood that attendance at an IEP meeting is part of CONTRACTOR'S professional responsibility and is not a billable service under this Master Contract.

It is understood that the CONTRACTOR shall utilize the approved electronic IEP system of the LEA for all IEP planning and progress reporting at the LEA's discretion. The LEA or SELPA may provide training for any CONTRACTOR to ensure access to the approved system. The CONTRACTOR shall maintain confidentiality of all IEP data on the approved system and shall protect the password requirements of the system. When a student dis-enrolls from the NPS/NPA, the NPS/NPA and LEA shall discontinue use of the approved system for that student.

Changes in any student's educational program, including instruction, services, or instructional setting provided under this Master Contract, may only be made on the basis of revisions to the student's IEP. In the event that the CONTRACTOR believes the student requires a change of placement, the CONTRACTOR may request a review of the student's IEP for the purposes of consideration of a change in the student's placement. Student is entitled to remain in the last agreed upon and implemented placement unless parent agrees otherwise or an Interim Alternative Educational Setting is deemed lawful and appropriate by LEA or OAH consistent with Section 1415 (k)(1)(7) of Title 20 of the United States Code.

33. SURROGATE PARENTS AND FOSTER YOUTH

CONTRACTOR shall recognize an LEA appointed surrogate parent assignments for students without parental representation, including unaccompanied homeless youths, in special education procedures pursuant to California Government Code Section 7579.5. Surrogate parents shall serve as the child's parent and have all the rights relative to the student's education that a parent has under the Individuals with Disabilities Education Act pursuant to *20 USC 1414-1482 and 34 CFR 300.1-300.756*. A pupil in foster care shall be defined pursuant to California Education Code section 42238.01(b). The LEA shall annually notify the CONTRACTOR who the LEA has designated as the educational liaison for foster children. When a pupil in foster care is enrolled in a NPS by the LEA any time after the completion of the pupil's second year of high school, the CONTRACTOR shall schedule the pupil in courses leading towards graduation based on the diploma requirements of the LEA unless provided notice otherwise in writing pursuant to Section 51225.1.

34. DUE PROCESS PROCEEDINGS

CONTRACTOR shall fully participate in special education due process proceedings including mediations and hearings, as requested by LEA. Participation further includes the willingness to make CONTRACTOR's staff available for witness preparation and testimony as is necessary to facilitate a due process hearing. CONTRACTOR shall also fully participate in the investigation and provision of documentation related to any complaint filed with the State of California, the Office of Civil Rights, or any other state and/or federal governmental body or agency. Full participation shall include, but in no way be limited to, cooperating with LEA representatives to provide complete answers raised by any investigator and/or the immediate provision of any and all documentation that pertains to the operation of CONTRACTOR's program and/or the implementation of a particular student's IEP/Individual and Family Service Plan ("IFSP").

35. COMPLAINT PROCEDURES

CONTRACTOR shall maintain and adhere to its own written procedures for responding to parent complaints. These procedures shall include annually notifying and providing parents of students with appropriate information (including complaint forms) for the following: (1) Uniform Complaint Procedures pursuant to Title 5 of the California Code of Regulations section 4600 *et seq.*; (2) Nondiscrimination policy pursuant to Title 5 of the California Code of Regulations section 4960 (a); (3) Sexual Harassment Policy, California Education Code 231.5 (a) (b) (c); (4) Title IX Student Grievance Procedure, Title IX 106.8 (a) (d) and 106.9 (a); and (5) Notice of Privacy Practices in compliance with Health Insurance Portability and Accountability Act ("HIPAA"). CONTRACTOR shall include verification of these procedures to the LEA. CONTRACTOR shall immediately notify LEA of any complaints filed against it related to LEA students and provide LEA with all documentation related to the complaints and/or its investigation of complaints, including any and all reports generated as a result of an investigation.

36. STUDENT PROGRESS REPORTS/REPORT CARDS AND ASSESSMENTS

Unless LEA requests in writing that progress reports be provided on a monthly basis, CONTRACTOR shall provide to parents at least four (4) written progress reports/report cards. At a minimum, progress reports shall include progress over time towards IEP goals and objectives. A copy of the progress reports/report cards shall be maintained at the CONTRACTOR's place of business and shall be submitted to the LEA and LEA student's parent(s) quarterly.

The CONTRACTOR shall also provide an LEA representative access to supporting documentation used to determine progress on any goal or objective, including but not limited to log sheets, observation notes, data sheets, pre/post tests, rubrics and other similar data collection used to determine progress or lack of progress on approved goals, objectives, transition plans or behavior intervention plans. The LEA may request such data at any time within five (5) years of the date of service. The CONTRACTOR shall provide this data supporting progress within five (5) business days of request. Additional time may be granted as needed by the LEA.

CONTRACTOR shall complete academic or other evaluations of the student ten (10) days prior to the student's annual or triennial review IEP team meeting for the purpose of reporting the student's present levels of performance at the IEP team meeting as required by state and federal laws and regulations and pursuant to LEA policies, procedures, and/or practices. CONTRACTOR shall provide sufficient copies of its reports, documents, and projected goals to share with members of the IEP team five (5) business days prior to the IEP meeting. CONTRACTOR shall maintain supporting documentation such as test protocols and data collection, which shall be made available to LEA within five (5) business days of request.

The CONTRACTOR is responsible for all evaluation costs regarding the updating of goals and objectives, progress reporting and development of present levels of performance. All assessments resulting from an assessment plan shall be provided by the LEA unless the LEA specifies in writing a request that CONTRACTOR perform such additional assessment. Any assessment and/or evaluation costs may be added to the ISA and/or approved separately by the LEA at the LEA's sole discretion.

It is understood that all billable hours must be in direct services to pupils as specified in the ISA. For NPA services, supervision provided by a qualified individual as specified in Title 5 Regulation, subsection 3065, shall be determined as appropriate and included in the ISA. Supervision means the direct observation of services, data review, case conferencing and program design consistent with professional standards for each professional's license, certification, or credential.

CONTRACTOR shall not charge the student's parent(s) or LEA for the provision of progress reports, report cards, evaluations conducted in order to obtain present levels of performance, interviews, and/or meetings. It is understood that all billable hours have limits to those specified on the ISA consistent with the IEP. It is understood that copies of data collection notes, forms, charts and other such data are part of the pupil's record and shall be made available to the LEA upon written request.

37. GRADES, HIGH SCHOOL COURSE CREDITS, & TRANSCRIPTS

When CONTRACTOR is a NPS, CONTRACTOR is responsible for assigning grades for any course of instruction taught at the NPS. The grades determined by the pupil's teacher, in the absence of clerical or mechanical mistake, fraud, bad faith, or incompetency, shall be final and consistent with the provisions specified in EC Section 49066. The grades each pupil receives in all courses of instruction taught by the NPS shall be reported to the parents and the LEA on a quarterly basis. Consistent with the LEA, should it become evident to the NPS the pupil is in danger of failing a course, the CONTRACTOR must initiate a parent conference, and the LEA representative must be in attendance.

When CONTRACTOR serves students in grades nine (9) through twelve (12) inclusive, LEA shall provide to CONTRACTOR a specific list of the course requirements to be satisfied by the CONTRACTOR leading toward graduation or completion of LEA's diploma requirements. CONTRACTOR shall not recommend awarding a high school diploma to students who have not successfully completed all of the LEA's graduation requirements.

Pupils enrolled in high school during the 2020-2021 academic year may request a Pass or No Pass grade as permitted in EC Section 49066.5, which may be reflected on the student's transcript and shall not negatively affect the pupil's grade point average.

CONTRACTOR shall prepare transcripts at the close of each semester, or upon student transfer, for students in grades nine (9) through twelve (12) inclusive, and submit them on LEA approved forms to the student's school of residence for evaluation of progress toward completion of diploma requirements as specified in LEA Procedures. CONTRACTOR shall submit to the LEA names of students and their schools of residence for whom transcripts have been submitted as specified by the LEA.

38. STUDENT CHANGE OF RESIDENCE

Within five (5) school days from the date CONTRACTOR becomes aware of a student's change of residence, CONTRACTOR shall notify LEA, in writing, of the student's change of residence. Upon enrollment, CONTRACTOR shall notify parents in writing of their obligation to notify CONTRACTOR of the student's change of residence. CONTRACTOR shall maintain, and provide upon request by LEA, documentation of such notice to parents.

If CONTRACTOR had knowledge or should reasonably have had knowledge of the student's change of residence boundaries and CONTRACTOR fails to follow the procedures specified in this provision, LEA shall not be responsible for the costs of services delivered following the student's change of residence.

39. WITHDRAWAL OF STUDENT FROM PROGRAM

CONTRACTOR shall immediately report electronically and in writing to the LEA within five (5) business days when an LEA student is withdrawn without prior notice from school and/or services, including student's change of residence to a residence outside of LEA service boundaries, and parent/guardian withdrawal of student against professional advice from a NPS/RTC.

40. PARENT ACCESS

CONTRACTOR shall provide for reasonable parental access to students and all facilities including, but not limited to, the instructional setting, recreational activity areas, meeting rooms and student living quarters, when applicable. CONTRACTOR shall comply with any known court orders regarding parental visits and access to LEA students.

CONTRACTOR operating programs associated with a NPS/RTC shall cooperate with a parent's reasonable request for LEA student therapeutic visits in their home or at the NPS/RTC. CONTRACTOR shall require that parents obtain prior written authorization for therapeutic visits from the CONTRACTOR and the LEA at least thirty (30) days in advance. When requested, CONTRACTOR shall facilitate all parent travel and accommodations and for providing travel information to the parent as appropriate. Payment by LEA for approved travel-related expenses shall be made directly through the LEA consistent with LEA Procedures.

CONTRACTOR providing services in the student's home as specified in the IEP shall ensure that at least one parent of the child, or an adult caregiver with written and signed authorization to make decisions in an emergency, is present. The names of any adult caregiver other than the parent shall be provided to the LEA prior to the start of any home based services, including written and signed authorization in emergency situations. The parent shall inform the LEA of any changes of caregivers and provide written authorization for emergencies. The adult caregiver cannot also be an employee or volunteer associated with the NPS/NPA service provider.

All problems and/or concerns, both verbal and written, reported to pupil's parents shall also be provided, in writing, to the LEA.

41. LICENSED CHILDREN'S INSTITUTION ("LCI") CONTRACTORS AND RESIDENTIAL TREATMENT CENTER ("RTC") CONTRACTORS

If CONTRACTOR is a LCI, CONTRACTOR shall adhere to all legal requirements regarding educational placements for LCI students as stated in Education Code 56366 (a) (2) (C), 56366.9 (c) (1), Health and Safety Code section 1501.1 and any other applicable laws and/or regulations, including LEA guidelines or procedures. An LCI shall not require that a pupil be placed in its NPS as a condition of being placed in its residential facility.

If CONTRACTOR is a NPS/RTC, CONTRACTOR shall adhere to all legal requirements under the Individuals with Disabilities Education Act (IDEA), 20 U.S.C. section 1400 et seq. including the federal regulations 34 C.F.R section 300 et seq. and Education Code section 56000 et seq. including Title 5 of the California Code of Regulations section 3000 et seq.. CONTRACTOR shall comply with all monitoring requirements set forth in Section 43 below.

If CONTRACTOR is a NPS that is owned, operated by, or associated with a LCI, CONTRACTOR shall provide to LEA, on a quarterly basis, a list of all students, including those identified as eligible for special education. For those identified as special education students, the list shall include: 1) special education eligibility at the time of enrollment and; 2) the educational placement and services specified in each student's IEP at the time of enrollment. A copy of the current IEP shall be provided to the LEA.

Unless placement is made pursuant to an Office of Administrative Hearings order or a lawfully executed agreement between LEA and parent, LEA is not responsible for the costs associated with NPS placement until the date on which an IEP team meeting is convened, the IEP team determines that a NPS placement is appropriate, and the IEP is signed by the student's parent or another adult with educational decision-making rights.

In addition to meeting the certification requirements of the State of California, a CONTRACTOR that operates a program outside of this State shall be certified or licensed by that state to provide, respectively, special education and related services and designated instruction and related services to pupils under the federal IDEA (20 U.S.C. Sec. 1400 et seq.) and shall be certified or licensed by the state to provide nonmedical care, clinical services, or short-term residential therapeutic programs, as applicable to the facility type.

42. STATE MEAL MANDATE

When CONTRACTOR is a NPS, CONTRACTOR and LEA shall satisfy the State Meal Mandate under California Education Code sections 49005 et seq.; ; 49501.5, the universal meal mandate enacted by AB 130 (2021-2022); 49530 et seq; and 49550 et seq.

(OPTIONAL)

LEA, at its sole discretion, may elect to directly provide meals to CONTRACTOR for distribution to LEA students at the nonpublic school on its own or by another local school district.

CONTRACTOR acknowledges that the LEA does not receive any state or federal reimbursement for any meals CONTRACTOR provides to LEA students and that CONTRACTOR is only eligible to receive direct reimbursement if it is an approved site under the National School Lunch Program.

In the event the LEA requests CONTRACTOR to provide meals to LEA students, CONTRACTOR will provide breakfast and lunch to LEA students in compliance with the meal pattern requirements under the School Breakfast Program and National School Lunch Program nutritional standards. LEA shall reimburse CONTRACTOR for each meal made available at a mutually agreed upon rate. In the event CONTRACTOR is unable to provide meals, the LEA and CONTRACTOR will work collaboratively to find a solution. In the event CDE determines that meals do not need to be provided, this paragraph shall not apply.

CONTRACTOR shall maintain all documentation of meals provided to LEA students. CONTRACTOR shall comply with record keeping requirements under the School Breakfast Program and National School Lunch Program or LEA template. Upon request, CONTRACTOR shall provide copies of any such records to LEA. CONTRACTOR shall also allow LEA to conduct site monitoring visits as deemed necessary by the LEA.

If CONTRACTOR uses a third-party vendor to provide meals, CONTRACTOR will assure that the third-party vendor agrees to comply with all meal pattern requirements of the School Breakfast Program and National School Lunch Program nutritional standards. Upon request, CONTRACTOR shall provide LEA with any contracts it has with third-party vendors providing meals for students.

43. MONITORING

The State Superintendent of Public Instruction (“Superintendent”), through the delegated monitoring activities to the California Department of Education (CDE), shall monitor CONTRACTOR’S facilities, the educational environment, and the quality of the educational program, including the teaching staff, the credentials authorizing service, the standards-based core curriculum being employed, and the standard focused instructional materials used on a three-year cycle, as follows: (1) CONTRACTOR shall complete a self-review in year one; (2) the Superintendent shall conduct an onsite review in year two; and (3) the Superintendent shall conduct a follow-up visit in year three.

CONTRACTOR shall participate in any LEA or CDE compliance review, if applicable, to be conducted as aligned with the CDE Onsite Review and monitoring cycle in accordance with California Education Code section 56366.1(j). This review will address programmatic aspects of the NPS, compliance with relevant state and federal regulations, and Master Contract compliance. CONTRACTOR shall conduct any follow-up or corrective action procedures related to review findings.

If CONTRACTOR is also an LCI and/or NPS/RTC, the CDE shall annually evaluate whether CONTRACTOR is in compliance with Education Code section 56366.9 and Health and Safety Code section 1501.1(b).

The LEA or SELPA shall conduct an onsite visit to the NPS before placement of a pupil if the LEA does not have any pupils enrolled at the school at the time of placement.

The LEA or SELPA shall conduct at least one onsite monitoring visit during each school year to the CONTRACTOR site certified as an NPS where the LEA has placed a pupil and entered into a master contract. The monitoring visit shall include, but is not limited to, a review of services specified on the ISA and provided to the pupil, a review of progress the pupil is making toward the goals set forth in the pupil’s IEP, a review of progress the pupil is making toward the goals set forth in the pupil’s behavioral intervention plan, if applicable, an observation of the pupil during instruction, and a walkthrough of the facility. The LEA or SELPA shall report the findings resulting from the monitoring visit to the CDE within 60 calendar days of the onsite visit.

CONTRACTOR shall allow LEA representatives access to its facilities for additional periodic monitoring of each student’s instructional program. LEA shall have access to observe each student at work, observe the instructional setting, interview CONTRACTOR employees, and review each student’s records and progress. Such access shall include unannounced monitoring visits. When making site visits, LEA shall initially report to CONTRACTOR’s site administrative office. CONTRACTOR shall be invited to participate in the review of each student’s progress.

CONTRACTOR understands that LEA reserves the right to institute a program audit with or without cause. The program audit may include, but is not limited to, a review of core compliance areas of health and safety; curriculum/instruction; related services; and contractual, legal, and procedural compliance.

When CONTRACTOR is a NPS, CONTRACTOR shall collect all applicable data and prepare the applicable portion of a School Accountability Report Card as appropriate in accordance with California Education Code Section 33126.

PERSONNEL

44. CLEARANCE REQUIREMENTS

CONTRACTOR shall comply with the requirements of California Education Code sections 44237, 35021.1, 35021.2, and 56366.1 including, but not limited to: obtaining clearance from both the California Department of Justice (hereinafter referred to as "CDOJ") and clearance from the Federal Bureau of Investigation (hereinafter referred to as "FBI") for CONTRACTOR's employees and volunteers who will have or likely may have any direct contact with LEA students. CONTRACTOR hereby agrees that CONTRACTOR's employees and volunteers shall not come in contact with students, in-person or virtually, until CDOJ and FBI clearance are ascertained. CONTRACTOR shall certify in writing to LEA that none of its employees, and volunteers, unless CONTRACTOR determines that the volunteers will have no direct contact with students, or subcontractors who may come into contact with students have been convicted of a violent or serious felony as those terms are defined in California Education Code section 44237(h), unless despite the employee's conviction of a violent or serious felony, he or she has met the criteria to be eligible for employment pursuant to California Education Code section 44237 (i) or (j). Upon request, clearance certification shall be submitted to the LEA. In addition, CONTRACTOR shall make a request for subsequent arrest service from CDOJ as required by California Penal Code section 11105.2. Contractor shall certify to LEA that they have successful background checks and enrolled in subsequent arrest notification service for all employees who may come into contact with students.

Notwithstanding the restrictions on sharing and destroying criminal background check information, CONTRACTOR, upon demand, shall make available to the LEA evidence of a successful criminal background check clearance and enrollment in subsequent arrest notification service, as provided, for each owner, operator, and employee of the NPS/A. CONTRACTOR is required to retain the evidence on-site, as specified, for all staff, including those licensed or credentialed by another state agency. Background clearances and proof of subsequent arrest notification service, as required by California Penal Code section 11105.2, for all staff shall be provided to the LEA upon request.

45. STAFF QUALIFICATIONS

CONTRACTOR shall ensure that all individuals employed, contracted, and/or otherwise hired by CONTRACTOR to provide classroom and/or individualized instruction or related services hold a license, certificate, permit, or other document equivalent to that which staff in a public school are required to hold in the service rendered consistent with Education Code section 56366.1(n)(1) and are qualified pursuant to Title 34 of the Code of Federal Regulations sections 200.56 and 200.58, and Title 5 of the California Code of Regulations sections 3001(r), 3064 and 3065. Such qualified staff may only provide related services within the scope of their professional license,

certification or credential and ethical standards set by each profession, and not assume responsibility or authority for another related services provider or special education teacher's scope of practice.

CONTRACTOR shall ensure that all staff are appropriately credentialed to provide instruction and services to students with the disabling conditions placed in their program/school through documentation provided to the CDE (5 CCR 3064 (a)).

In accordance with California Education Code section 56366.1(a)(5), when CONTRACTOR is a NPS, an appropriately qualified person shall serve as curricular and instructional leader, and be able to provide leadership, oversight and professional development. The administrator of the NPS holds or is in the process of obtaining one of the following: (A) An administrative credential granted by an accredited postsecondary educational institution and two years of experience with pupils with disabilities. (B) A pupil personnel services credential that authorizes school counseling or psychology. (C) A license as a clinical social worker issued by the Board of Behavioral Sciences. (D) A license in psychology regulated by the Board of Psychology. (E) A master's degree issued by an accredited postsecondary institution in education, special education, psychology, counseling, behavioral analysis, social work, behavioral science, or rehabilitation. (F) A credential authorizing special education instruction and at least two years of experience teaching in special education before becoming an administrator. (G) A license as a marriage and family therapist certified by the Board of Behavioral Sciences. (H) A license as an educational psychologist issued by the Board of Behavioral Sciences. (I) A license as a professional clinical counselor issued by the Board of Behavioral Sciences. (California Education Code Section 56366.1 (a)(5)). CONTRACTOR shall maintain, and provide to the LEA upon request, documentation of its administrator's qualifications in accordance with the above.

CONTRACTOR shall comply with personnel standards and qualifications regarding instructional aides and teacher assistants respectively pursuant to federal requirements and California Education Code sections 45340 *et seq.* and 45350 *et seq.* Specifically, all paraprofessionals, including but not limited to, instructional aides and teacher assistants, employed, contracted, and/or otherwise hired or subcontracted by CONTRACTOR to provide classroom and/or individualized instruction or related services, shall possess a high school diploma (or its recognized equivalent) and at least one of the following qualifications: (a) completed at least two (2) years of study at an institution of higher education; or (b) obtained an associate's (or higher) degree; or (c) met a rigorous standard of quality and can demonstrate, through a formal state or local assessment (i) knowledge of, and the ability to assist in instructing, reading, writing, and mathematics; or (ii) knowledge of, and the ability to assist in instructing, reading readiness, writing readiness, and mathematics readiness, as appropriate. CONTRACTOR shall comply with all laws and regulations governing the licensed professions, including but not limited to, the provisions with respect to supervision.

In addition to meeting the certification requirements of the State of California, a CONTRACTOR that operates a program outside of this state and serving a student by this LEA shall be certified or licensed by that state to provide special education and related services to pupils under the federal Individuals with Disabilities Education Act (20 U.S.C. Sec. 1400 *et seq.*).

46. VERIFICATION OF LICENSES, CREDENTIALS AND OTHER DOCUMENTS

CONTRACTOR shall submit to LEA a staff list, and copies of all current licenses, credentials, certifications, permits and/or other documents which entitle the holder to provide special

education and/or related services by individuals employed, contracted, and/or otherwise hired or subcontracted by CONTRACTOR. CONTRACTOR shall ensure that all licenses, credentials, permits or other documents are on file at the office of the County Superintendent of Schools. CONTRACTOR shall provide the LEA with the verified dates of fingerprint clearance, Department of Justice clearance and Tuberculosis Test clearance for all employees, approved subcontractors and/or volunteers prior to such individuals starting to work with any student.

CONTRACTOR shall monitor the status of licenses, credentials, certifications, permits and/or other documents for all individuals employed, contracted, and/or otherwise hired by CONTRACTOR. CONTRACTOR shall notify LEA and CDE in writing within forty-five (45) days when personnel changes occur which may affect the provision of special education and/or related services to LEA students. CONTRACTOR shall notify LEA within forty-five (45) days if any such licenses, certifications or waivers are expired, suspended, revoked, rescinded, challenged pursuant to an administrative or legal complaint or lawsuit, or otherwise nullified during the effective period of this Master Contract. The LEA shall not be obligated to pay for any services provided by a person whose such licenses, certifications or waivers are expired, suspended, revoked, rescinded, or otherwise nullified during the period which such person is providing services under this Master Contract. Failure to notify the LEA and CDE of any changes in credentialing/licensed staff may result in suspension or revocation of CDE certification and/or suspension or termination of this Master Contract by the LEA.

47. STAFF ABSENCE

When CONTRACTOR is a nonpublic school and CONTRACTOR's classroom teacher is absent, CONTRACTOR shall provide an appropriately credentialed substitute teacher in the absent teacher's classroom in accordance with California Education Code section 56061. CONTRACTOR shall provide to the LEA documentation of substitute coverage. Substitute teachers shall remain with their assigned class during all instructional time.

The LEA shall not be responsible for any payment for instruction and/or services when an appropriately credentialed substitute teacher is not provided in accordance with California Education Code section 56061.

When CONTRACTOR is a NPA and/or related services provider, and CONTRACTOR's service provider is absent, CONTRACTOR shall provide a qualified (as defined in Section 7 of this agreement and as determined by LEA) substitute, unless LEA provides appropriate coverage in lieu of CONTRACTOR's service providers. It is understood that the parent of a student shall not be deemed to be a qualified substitute for their student. LEA will not pay for services unless a qualified substitute is provided and/or CONTRACTOR provides documentation evidencing the provision of "make-up" services by a qualified service provider within thirty (30) calendar days from the date on which the services should have been provided. CONTRACTOR shall not "bank" or "carry over" make up service hours under any circumstances, unless otherwise agreed to in writing by CONTRACTOR and authorized LEA representative.

48. STAFF PROFESSIONAL BEHAVIOR WHEN PROVIDING SERVICES AT SCHOOL OR SCHOOL RELATED EVENTS OR AT SCHOOL FACILITY AND/OR IN THE HOME

It is understood that all employees, subcontractors, and volunteers of any certified NPS/A shall adhere to the customary professional and ethical standards when providing services. All practices shall only be within the scope of professional responsibility as defined in the professional code of

conduct for each profession as well as any LEA professional standards as specified in Board policies and/or regulations when made available to the CONTRACTOR.

For services provided on a public school campus, sign in/out procedures shall be followed by NPS/A providers working in a public school classroom along with all other procedures for being on campus consistent with school and district policy. Such policies and procedures shall be made available to the CONTRACTOR upon request. It is understood that the public school credentialed classroom teacher is responsible for the instructional program.

CONTRACTOR providing services outside of the student's school as specified in the IEP shall ensure that at least one parent of the child or an adult caregiver with written and signed authority to make decisions in an emergency is present during provision of services. The names of any adult caregiver other than the parent shall be provided to the LEA prior to the start of any home-based services, including written and signed authorization in emergency situations. The adult caregiver cannot also be an employee or volunteer associated with the NPS/NPA service provider. All problems and/or concerns reported by CONTRACTOR to parents or guardians, in either verbal or written form, shall be reported to the LEA.

HEALTH AND SAFETY MANDATES

49. HEALTH AND SAFETY

CONTRACTOR shall comply with all applicable federal, state, local, and LEA laws, regulations, ordinances, policies, and procedures regarding student and employee health and safety. CONTRACTOR shall comply with the requirements of California Education Code sections 35021 *et. seq.* and 49406, regarding the examination of CONTRACTOR's employees and volunteers for tuberculosis. CONTRACTOR shall provide to LEA documentation for each individual volunteering, employed, contracted, and/or otherwise hired by CONTRACTOR of such compliance before an individual comes in contact with a student.

CONTRACTOR shall comply with OSHA Blood-Borne Pathogens Standards, 29 Code of Federal Regulations (CFR) section 1910.1030, when providing medical treatment or assistance to a student. CONTRACTOR further agrees to provide annual training regarding universal health care precautions and to post required notices in areas designated in the California Health and Safety Code.

50. FACILITIES AND FACILITIES MODIFICATIONS

CONTRACTOR shall provide special education and/or related services to students in facilities that comply with all applicable federal, state, and local laws, regulations, and ordinances related, but not limited to: disability access; fire, health, sanitation, and building standards and safety; fire warning systems; zoning permits; and occupancy capacity. When CONTRACTOR is a NPS, CONTRACTOR shall conduct fire drills as required by Title 5 California Code of Regulations section 550. CONTRACTOR shall be responsible for any structural changes and/or modifications to CONTRACTOR's facilities as required complying with applicable federal, state, and local laws, regulations, and ordinances. Failure to notify the LEA and CDE of any changes in, major modification or relocation of facilities may result in the suspension or revocation of CDE certification and/or suspension or termination of this Master Contract by the LEA.

51. ADMINISTRATION OF MEDICATION

CONTRACTOR shall comply with the requirements of California Education Code section 49422 et seq. when CONTRACTOR serves a student that is required to take prescription and/or over-the-counter medication during the school day. CONTRACTOR may designate personnel to assist the student with the administration of such medication after the student's parent(s) provide to CONTRACTOR: (a) a written statement from a physician detailing the type, administration method, amount, and time schedules by which such medication shall be taken; and (b) a written statement from the student's parent(s) granting CONTRACTOR permission to administer medication(s) as specified in the physician's statement. CONTRACTOR shall maintain, and provide to LEA upon request, copies of such written statements. CONTRACTOR shall maintain a written log for each student to whom medication is administered. Such written log shall specify the student's name; the type of medication; the date, time, and amount of each administration; and the name of CONTRACTOR's employee who administered the medication. CONTRACTOR maintains full responsibility for storing medications in a secure location and ensuring appropriate staff training in the administration of such medication consistent with physician's written orders. Any change in medication type, administration method, amount or schedule must be authorized by both a licensed physician and parent.

52. INCIDENT/ACCIDENT REPORTING

CONTRACTOR shall submit within 24 hours, electronically, any accident or incident report to the LEA. CONTRACTOR shall properly submit required accident or incident reports pursuant to the procedures specified in LEA Procedures.

53. CHILD ABUSE REPORTING

CONTRACTOR hereby agrees to annually train all staff members, including volunteers, so that they are familiar with and agree to adhere to its own child and dependent adult abuse reporting obligations and procedures as specified in California Penal Code section 11164 et seq. and Education Code 44691. To protect the privacy rights of all parties involved (i.e., reporter, child and alleged abuser), reports will remain confidential as required by law and professional ethical mandates. A written statement acknowledging the legal requirements of such reporting and verification of staff adherence to such reporting shall be submitted to the LEA.

54. SEXUAL HARASSMENT

CONTRACTOR shall have a Sexual and Gender Identity harassment policy that clearly describes the kinds of conduct that constitutes sexual harassment and that is prohibited by the CONTRACTOR's policy, as well as federal and state law. The policy should include procedures to make complaints without fear of retaliation, and for prompt and objective investigations of all sexual harassment complaints. CONTRACTOR further agrees to provide annual training to all employees regarding the laws concerning sexual harassment and related procedures pursuant to Government Code 12950.1.

55. REPORTING OF MISSING CHILDREN

CONTRACTOR assures LEA that all staff members, including volunteers, are familiar with and agree to adhere to requirements for reporting missing children as specified in California Education Code section 49370. A written statement acknowledging the legal requirements of such reporting and verification of staff adherence to such reporting shall be properly submitted to the LEA. The written statement shall be submitted as specified by the LEA.

FINANCIAL

56. ENROLLMENT, CONTRACTING, SERVICE TRACKING, ATTENDANCE REPORTING, AND BILLING PROCEDURES

CONTRACTOR shall assure that the nonpublic school or nonpublic agency has the necessary financial resources to provide an appropriate education for the students enrolled and will distribute those resources in such a manner to implement the IEP and ISA for each and every student.

CONTRACTOR shall comply with all LEA procedures concerning enrollment, contracting, attendance reporting, service tracking and billing including requirements of electronic billing as specified by the LEA Procedures, as well as provide all such records requested by LEA concerning the same. CONTRACTOR shall be paid for the provision of special education and/or related services specified in the student's IEP and ISA. All payments by LEA shall be made in accordance with the terms and conditions of this Master Contract and governed by all applicable federal and state laws.

CONTRACTOR shall maintain separate registers for the basic education program, each related service, and services provided by instructional assistants, behavior intervention aides and bus aides. Original attendance forms (i.e., roll books for the basic education program, service tracking documents and notes for instructional assistants, behavioral intervention aides, bus aides, and each related service) shall be completed by the actual service provider whose signature shall appear on such forms and shall be available for review, inspection, or audit by LEA during the effective period of this contract and for a period of five (5) years thereafter. CONTRACTOR shall verify the accuracy of minutes of reported attendance that is the basis of services being billed for payment.

CONTRACTOR shall submit invoices and related documents to LEA for payment, for each calendar month when education or related services were provided. Invoices and related documents shall be properly submitted electronically and in addition, on an LEA form with signatures in the manner prescribed by LEA. At a minimum, each invoice must contain the following information: month of service; specific days and times of services coordinated by the LEA approved calendar unless otherwise specified in the IEP or agreed to by the LEA; name of staff who provided the service; approved cost of each invoice; total for each service and total for the monthly invoice; date invoice was mailed; signature of NPS/NPA administrator authorizing that the information is accurate and consistent with the ISA, CDE certificates and staff notification; verification that attendance report is attached as appropriate; indication of any made-up session consistent with this contract; verification that progress reports have been provided consistent with the ISA (monthly or quarterly unless specified otherwise on the ISA); and name or initials of each student for when the service was provided.

In the event services were not provided, rationale for why the services were not provided shall be included.

Such an invoice is subject to all conditions of this contract. At the discretion of the LEA, an electronic invoice may be required provided such notice has been made in writing and training provided to the CONTRACTOR at no additional charge for such training.

Invoices shall be submitted no later than thirty (30) days after the end of the attendance accounting period in which the services were rendered. LEA shall make payment to CONTRACTOR based on the number of billable days of attendance and hours of service at rates specified in this contract within forty-five (45) days of LEA's receipt of properly submitted hard copy of invoices prepared and submitted as specified in California Education Code Section 56366.5 and the LEA. CONTRACTOR shall correct deficiencies and submit rebilling invoices no later than thirty (30) calendar days after the invoice is returned by LEA. LEA shall pay properly submitted re-billing invoices no later than forty-five (45) days after the date a completely corrected re-billing invoice is received by LEA.

In no case shall initial payment claim submission for any Master Contract fiscal year (July through June) extend beyond December 31st after the close of the fiscal year. In no case shall any rebilling for the Master Contract fiscal year (July through June) extend beyond six (6) months after the close of the fiscal year unless approved by the LEA to resolve billing issues including re-billing issues directly related to a delay in obtaining information from the Commission on Teacher Credentialing regarding teacher qualification, but no later than twelve (12) months from the close of the fiscal year. If the billing or re-billing error is the responsibility of the LEA, then no limit is set provided that the LEA and CONTRACTOR have communicated such concerns in writing during the 12-month period following the close of the fiscal year. LEA will not pay mileage for NPA employee.

57. RIGHT TO WITHHOLD PAYMENT

LEA may withhold payment to CONTRACTOR when: (a) CONTRACTOR has failed to perform, in whole or in part, under the terms of this contract; (b) CONTRACTOR has billed for services rendered on days other than billable days of attendance or for days when student was not in attendance and/or did not receive services; (c) CONTRACTOR was overpaid by LEA as determined by inspection, review, and/or audit of its program, work, and/or records; (d) CONTRACTOR has failed to provide supporting documentation with an invoice, as required by EC 56366(c)(2); (e) education and/or related services are provided to students by personnel who are not appropriately credentialed, licensed, or otherwise qualified; (f) LEA has not received prior to school closure or contract termination, all documents concerning one or more students enrolled in CONTRACTOR's educational program; (g) CONTRACTOR fails to confirm a student's change of residence to another district or confirms the change of residence to another district, but fails to notify LEA within five (5) days of such confirmation; or (h) CONTRACTOR receives payment from Medi-Cal or from any other agency or funding source for a service provided to a student. It is understood that no payments shall be made for any invoices that are not received by six (6) months following the close of the prior fiscal year, for services provided in that year.

Final payment to CONTRACTOR in connection with the cessation of operations and/or termination of a Master Contract will be subject to the same documentation standards described for all payment claims for regular ongoing operations. In addition, final payment may be withheld by the LEA until completion of a review or audit, if deemed necessary by the LEA. Such review or audit will be completed within ninety (90) days. The final payment may be adjusted to offset any previous payments to the CONTRACTOR determined to have been paid in

error or in anticipation of correction of documentation deficiencies by the CONTRACTOR that remain uncorrected.

The amount which may be withheld by LEA with respect to each of the subparagraphs of the preceding paragraph are as follows: (a) the value of the service CONTRACTOR failed to perform; (b) the amount of overpayment; (c) the portion of the invoice for which satisfactory documentation has not been provided by CONTRACTOR; (d) the amount invoiced for services provided by the individual not appropriately credentialed, licensed, or otherwise qualified; (e) the proportionate amount of the invoice related to the applicable pupil for the time period from the date the violation occurred and until the violation is cured; or (f) the amount paid to CONTRACTOR by Medi-Cal or another agency or funding source for the service provided to the student.

If LEA determines that cause exists to withhold payment to CONTRACTOR, LEA shall, within ten (10) business days of this determination, provide to CONTRACTOR written notice that LEA is withholding payment. Such notice shall specify the basis or bases for LEA's withholding payment and the amount to be withheld. Within thirty (30) days from the date of receipt of such notice, CONTRACTOR shall take all necessary and appropriate action to correct the deficiencies that form the basis for LEA's withholding payment or submit a written request for extension of time to correct the deficiencies or submit to LEA written documentation demonstrating that the basis or bases cited by the LEA for withholding payment is unfounded. Upon receipt of CONTRACTOR's written request showing good cause, LEA shall extend CONTRACTOR's time to correct deficiencies (usually an additional thirty (30) days), otherwise payment will be denied.

If after subsequent request for payment has been denied and CONTRACTOR believes that payment should not be withheld, CONTRACTOR shall send written notice to LEA specifying the reason it believes payment should not be withheld. LEA shall respond to CONTRACTOR's notice within thirty (30) business days by indicating that a warrant for the amount of payment will be made or stating the reason LEA believes payment should not be made. If LEA fails to respond within thirty (30) business days or a dispute regarding the withholding of payment continues after the LEA's response to CONTRACTOR's notice, CONTRACTOR may invoke the following escalation policy.

After forty-five (45) business days: The CONTRACTOR may notify the Authorized LEA's Representative of the dispute in writing. The LEA Authorized Representative shall respond to the CONTRACTOR in writing within fifteen (15) business days.

After sixty (60) business days: The LEA or CONTRACTOR may appeal to the County Superintendent of Schools so long as the County Superintendent of Schools is not participating in the Local Plan involved in the NPS/A contract, or a mutually agreed upon mediator. Both parties agree to pay for their own costs and expenses arising out of such mediation. Each party agrees to act in good faith in participating in any mediation process agreed to by the parties.

58. PAYMENT FROM OUTSIDE AGENCIES

CONTRACTOR shall notify LEA when Medi-Cal or any other agency is billed for the costs associated with the provision of special education and/or related services to students. Upon request, CONTRACTOR shall provide to LEA any and all documentation regarding reports, billing, and/or payment by Medi-Cal or any other agency for the costs associated with the provision of special education and/or related services to students. CONTRACTOR shall provide

prior written notice of the rights and protections required by Title 34 of the Code of Federal Regulations section 300.154(d) whenever it seeks to use the LEA students' public benefits to pay for special education and related services. Such notice shall be provided before seeking payment from Medi-Cal for the first time and annually.

59. PAYMENT FOR ABSENCES

NONPUBLIC SCHOOL STAFF ABSENCE

Whenever a classroom teacher employed by CONTRACTOR is absent, CONTRACTOR shall provide an appropriately credentialed substitute teacher in the absent teacher's classroom in accordance with California Education Code section 56061. CONTRACTOR shall provide to LEA documentation of substitute coverage pursuant to the LEA Procedures. Substitute teachers shall remain with their assigned class during all instructional time. LEA will not pay for instruction and/or services unless said instruction or service is provided by an appropriately credentialed substitute teacher.

Whenever a related service provider is absent, CONTRACTOR shall provide a qualified (as defined in Section 7 of this agreement and as determined by LEA) substitute. LEA will not pay for services unless a qualified substitute is provided and/or CONTRACTOR provides documentation evidencing the provision of "make-up" services by a qualified service provider within thirty (30) calendar days from the date on which the services should have been provided unless otherwise agreed in student's IEP.

NONPUBLIC SCHOOL STUDENT ABSENCE

If CONTRACTOR is a nonpublic school, no later than the tenth (10th) cumulative day of a student's unexcused absence, CONTRACTOR shall notify the LEA of such absence.

Criteria for a billable day for payment purposes is one (1) day of attendance as defined in California Education Code, sections 46010, 46010.3 and 46307. LEA shall not pay for services provided on days that a student's attendance does not qualify for Average Daily Attendance (ADA) reimbursement under state law. *Per Diem* rates for students whose IEPs authorize less than a full instructional day may be adjusted on a pro rata basis in accordance with the actual proportion of the school day the student was served. LEA shall not be responsible for payment of related services for days on which a student's attendance does not qualify for Average Daily Attendance ("ADA") reimbursement under state law, nor shall student be eligible for make-up services.

NONPUBLIC AGENCY STAFF ABSENCE

When CONTRACTOR is a nonpublic agency and CONTRACTOR's service provider is absent, CONTRACTOR shall provide a qualified (as defined in Section 7 of this agreement and as determined by LEA) substitute, unless LEA provides appropriate coverage in lieu of CONTRACTOR's service providers. LEA shall not pay for services unless a qualified substitute is provided and/or CONTRACTOR provides documentation evidencing the provision of "make-up" services by a qualified service provider within thirty (30) calendar days from the date on which the services should have been provided. CONTRACTOR shall not "bank" or "carry over" make up service hours under any circumstances, unless otherwise agreed to in writing by CONTRACTOR and LEA. In the event services were not provided, reasons for why the services were not provided shall be included.

NONPUBLIC AGENCY STUDENT ABSENCE

If CONTRACTOR is a nonpublic agency, it shall notify LEA of the absence of a student no later than the fifth (5th) consecutive service day of the student's absence. LEA shall not be responsible for the payment of services when a student is absent.

60. LEA and/or NONPUBLIC SCHOOL CLOSURE DUE TO EMERGENCY

The following shall apply in the event of a LEA or NPS school closure due to an emergency consistent with guidelines followed by LEAs in accordance with Education Code sections 41422 and 46392:

- a. If CONTRACTOR remains open, if allowed, during an emergency and serves students appropriately as delineated in the ISA, CONTRACTOR shall receive payment, regardless of whether a sending LEA is open or closed.
- b. NPS School Closure- In the event of a NPS School Closure for the reasons set forth in Education Code section 41422, if the LEA is able to obtain alternative placement for the student, CONTRACTOR shall not receive payment for days the student is not in attendance due to CONTRACTOR'S school closure. If the LEA is unable to obtain an alternative placement, CONTRACTOR shall receive payment consistent with the student's approved ISA, as though the student were continuing his/her regular attendance, until an alternative placement can be found and implement LEA student IEP in accordance with Education Code section 56345(a)(9) pertaining to emergency conditions.
- c. LEA and NPS School Closure- In the event of the LEA and NPS School Closures, on days the LEA is funded, CONTRACTOR shall receive payment consistent with the student's approved ISA, until an alternative placement can be found and implement LEA student IEP in accordance with Education Code section 56345(a)(9) pertaining to emergency conditions. If the LEA is able to obtain alternative placement for the student, CONTRACTOR shall not receive payment for days the student is not in attendance with CONTRACTOR due to CONTRACTOR'S school closure.

When the emergency school closure is lifted, CONTRACTOR shall notify the LEAs it serves of any lost instructional minutes. CONTRACTOR and LEAs shall work collaboratively to determine the need for make-up days or service changes, and shall work together to amend IEP and ISA paperwork as appropriate.

61. INSPECTION AND AUDIT

The CONTRACTOR shall maintain and the LEA shall have the right to examine and audit all of the books, records, documents, accounting procedures and practices and other evidence that reflect all costs claimed to have been incurred or fees claimed to have been earned under this Agreement.

CONTRACTOR shall provide access to LEA to all records including, but not limited to: student records as defined by California Education Code section 49061(b); registers and roll books of teachers; daily service logs and notes or other documents used to record the provision of related services; Medi-Cal/daily service logs and notes used to record provision of services provided by instructional assistants, behavior intervention aides, bus aides, and supervisors; absence

verification records (parent/doctor notes, telephone logs, and related documents); bus rosters; staff lists specifying credentials held, business licenses held, documents evidencing other qualifications, , dates of hire, and dates of termination; staff time sheets; non-paid staff and volunteer sign-in sheets; transportation and other related service subcontracts; school calendars; bell/class schedules when applicable; liability and worker's compensation insurance policies; state NPS/A certifications; by-laws; lists of current board of directors/trustees, if incorporated; other documents evidencing financial expenditures; federal/state payroll quarterly reports Form 941/DE3DP; and bank statements and canceled checks or facsimile thereof. Such access shall include unannounced inspections by LEA. CONTRACTOR shall make available to LEA all budgetary information including operating budgets submitted by CONTRACTOR to LEA for the relevant contract period being audited.

CONTRACTOR shall make all records available at the office of LEA or CONTRACTOR's offices (to be specified by LEA) at all reasonable times and without charge. All records shall be provided to LEA within five (5) working days of a written request from LEA. CONTRACTOR shall, at no cost to LEA, provide assistance for such examination or audit. LEA's rights under this section shall also include access to CONTRACTOR's offices for purposes of interviewing CONTRACTOR's employees. If any document or evidence is stored in an electronic form, a hard copy shall be made available to the LEA, unless the LEA agrees to the use of the electronic format.

CONTRACTOR shall obtain from its subcontractors and suppliers written agreements to the requirements of this section and shall provide a copy of such agreements to LEA upon request by LEA.

If an inspection, review, or audit by LEA, a state agency, a federal agency, and/or an independent agency/firm determines that CONTRACTOR owes LEA monies as a result of CONTRACTOR's over billing or failure to perform, in whole or in part, any of its obligations under this Master Contract, LEA shall provide to CONTRACTOR written notice demanding payment from CONTRACTOR and specifying the basis or bases for such demand. Unless CONTRACTOR and LEA otherwise agree in writing, CONTRACTOR shall pay to LEA the full amount owed as a result of CONTRACTOR's over billing and/or failure to perform, in whole or in part, any of its obligations under this Master Contract, as determined by an inspection, review, or audit by LEA, a state agency, a federal agency, and/or an independent agency/firm. CONTRACTOR shall make such payment to LEA within thirty (30) days of receipt of LEA's written notice demanding payment.

62. RATE SCHEDULE

The attached rate schedule (Exhibit A) limits the number of students that may be enrolled and maximum dollar amount of the contract. It may also limit the maximum number of students that can be provided specific services. Per Diem rates for students whose IEPs authorize less than a full instructional day may be adjusted proportionally. In such cases only, the adjustments in basic education rate shall be based on the required minimum number of minutes per grade level as set forth in paragraph 23, above, and in California Education Code Section 46200-46208.

Special education and/or related services offered by CONTRACTOR shall be provided by qualified personnel as per State and Federal law, and the codes and charges for such educational and/or related services during the term of this contract, shall be as stated in Exhibit A.

63. DEBARMENT CERTIFICATION

By signing this agreement, the CONTRACTOR certifies that:

- (a) The CONTRACTOR and any of its shareholders, partners, or executive officers are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency, and
- (b) Have not, within a three-year period preceding this contract, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a Federal, state or local government contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and are not presently indicted for, or otherwise criminally or civilly charged by a Government entity with, commission of any of these offenses.

The parties hereto have executed this Contract by and through their duly authorized agents or representatives. This contract is effective on the 1st day of July, 2025 and terminates at 5:00 P.M. on June 30, 2026, unless sooner terminated as provided herein.

CONTRACTOR

Nonpublic School/Agency Name

By: _____
Signature Date

Name and Title of Authorized Representative

LEA

Bella Mente Montessori Academy
LEA Name

By: _____
Signature Date

Erin Feeley
Name and Title of Authorized Representative

Notices to CONTRACTOR shall be addressed to:			Notices to LEA shall be addressed to:		
Name and Title			Name and Title Erin Feeley, Superintendent		
Nonpublic School/Agency/Related Service Provider			LEA Bella Mente Montessori Academy		
Address			Address 1737 W Vista Way		
City	State	Zip	City	State	Zip
			Vista	CA	92083
Phone	Fax		Phone	Fax	
			(760) 621-8948		
Email			Email efeeley@bellamentecharter.org		

LEA Billing Contact
(Required if completed)

Additional LEA Notification
(Required if completed)

Name and Title District Office Management	Name and Title Jocylinn Roberts, Director of Special Education
Address 1737 W Vista Way	Address 1737 W Vista Way
City Vista	City Vista
State CA	State CA
Zip 92083	Zip 92083
Phone (760) 621-8948	Phone (760) 621-8948
Fax	Fax
Email invoices@bellamentecharter.org	Email jroberts@bellamentecharter.org

2025-2026 Rates for Services

SERVICE	FEE PER HOUR
Psychoeducational Evaluation (IEE) Typically includes: records review, interviews (parent/teacher, student, etc.), school observation, 2-3 days testing, scoring and report generation, IEP participation (up to 2 hours)	\$205/hour not to exceed \$5550
Bilingual Psychoeducational Evaluation (IEE) Typically includes: records review, interviews (parent/teacher, student, etc.), school observation, 2-3 days testing, scoring and report generation, IEP participation (up to 2 hours)	\$205/hour not to exceed \$5550
Neuropsychological Evaluation (IEE) Typically includes: records review, interviews (parent/teacher/student, etc.), school observation, 3-4 days testing, scoring and report generation, IEP participation (up to 2 hours)	\$205/hour not to exceed \$6200
Functional Behavior Assessment (FBA)(IEE) Typically includes: records review, interviews (parent/teacher/staff/student, etc.), 3-5 hours of direct observation/data collection, review of district data available, scoring and report generation, IEP participation (1 hour)	\$205/hour not to exceed \$3090
Educationally-Based Mental Health Evaluation (IEE) Typically includes: records review, interviews (parent/teacher/staff/student, etc.), school/home observation, 1 day testing, scoring and report generation, IEP participation (1 hour)	\$205/hour not to exceed \$3360
Consultation In-service, ABA support/training	\$135-\$185/hour as negotiated Consultation fees will be agreed upon prior to providing consultation services.

EXHIBIT B: 2024-2025 ISA

INDIVIDUAL SERVICES AGREEMENT (ISA) FOR NONPUBLIC, NONSECTARIAN SCHOOL SERVICES

(Education Code Sections 56365 et seq.)

This agreement is effective on July 1, 2024 or the date student begins attending a nonpublic school or receiving services from a nonpublic agency, if after the date identified, and terminates at 5:00 P.M. on June 30, 2025, unless sooner terminated as provided in the Master Contract and by applicable law.

Local Education Agency _____ Nonpublic School _____

LEA Case Manager: Name _____ Phone Number _____

Pupil Name _____ Sex: ☐ M ☐ F Grade: _____

(Last) (First) (M.I.)

Address _____ City _____ State/Zip _____

DOB _____ Residential Setting: ☐ Home ☐ Foster ☐ LCI # _____ ☐ OTHER _____

Parent/Guardian _____ Phone () _____ () _____
(Residence) (Business)

Address _____ City _____ State/Zip _____
(If different from student)

AGREEMENT TERMS:

1. *Nonpublic School:* The average number of minutes in the instructional day will be: _____ during the regular school year

_____ during the extended school year

2. *Nonpublic School:* The number of school days in the calendar of the school year are: _____ during the regular school year

_____ during the extended school year

3. *Educational services as specified in the IEP shall be provided by the CONTRACTOR and paid at the rates specified below.*

A. **INCLUSIVE AND/OR BASIC EDUCATION PROGRAM RATE:** (Applies to nonpublic schools only): Daily Rate: _____

Estimated Number of Days _____ **x Daily Rate** _____ = **PROJECTED BASIC EDUCATION COSTS** _____

B. RELATED SERVICES:

SERVICE	Provider			# of Times per wk/mo/yr., Duration; or per IEP; or as needed	Cost per session	Maximum Number of Sessions	Estimated Maximum Total Cost for Contracted Period
	LEA	NPS	OTHER Specify				
Intensive Individual Services (340)							
Language/Speech Therapy (415) a. Individual b. Group							
Adapted Physical Ed. (425)							
Health and Nursing: Specialized Physical Health Care (435)							
Health and Nursing Services: Other (436)							
Assistive Technology Services (445)							

SERVICE	Provider			# of Times per wk/mo/yr., Duration; or per IEP; or as needed	Cost per session	Maximum Number of Sessions	Estimated Maximum Total Cost for Contracted Period
	LEA	NPS	OTHER Specify				
Occupational Therapy (450)							
Physical Therapy (460)							
Individual Counseling (510)							
Counseling and guidance (515).							
Parent Counseling (520)							
Social Work Services (525)							
Psychological Services (530)							
Behavior Intervention Services (535)							
Specialized Services for Low Incidence Disabilities (610)							
Specialized Deaf and Hard of Hearing Services (710)							
Interpreter Services (715)							
Audiological Services (720)							
Specialized Vision Services (725)							
Orientation and Mobility (730)							
Braille Transcription (735)							
Specialized Orthopedic Service (740)							
Reader Services (745)							
Note Taking Services (750)							
Transcription Services (755)							
Recreation Services (760)							
College Awareness Preparation (820)							
Vocational Assessment, Counseling, Guidance and Career Assessment (830)							
Career Awareness (840)							
Work Experience Education (850)							
Mentoring (860)							
Agency Linkages (865)							
Travel Training (870)							

SERVICE	Provider			# of Times per wk/mo/yr., Duration; or per IEP; or as needed	Cost per session	Maximum Number of Sessions	Estimated Maximum Total Cost for Contracted Period
	LEA	NPS	OTHER Specify				
Other Transition Services (890)							
Other (900)J							
Other (900)							
Transportation-Emergency b. Transportation-Parent							
Bus Passes							
Other							

ESTIMATED MAXIMUM RELATED SERVICES COSTS \$ _____

TOTAL ESTIMATED MAXIMUM BASIC EDUCATION AND RELATED SERVICES COSTS \$ _____

4. Other Provisions/Attachments:

5. MASTER CONTRACT APPROVED BY THE GOVERNING BOARD ON _____

6. Progress Reporting Requirements: _____ Quarterly _____ Monthly _____ Other _____
(Specify)

The parties hereto have executed this Individual Services Agreement by and through their duly authorized agents or representatives as set forth below.

-CONTRACTOR-

-LEA/SELPA-

(Name of Nonpublic School/Agency)

(Name of LEA/SELPA)

(Signature)

(Date)

(Signature)

(Date)

(Name and Title)

(Name of Superintendent or Authorized Designee)

**SCHOOL-BASED MEDICAL BILLING & ELECTRONIC HEALTH RECORDS
DOCUMENTATION AGREEMENT BETWEEN
BELLA MENTE ACADEMIES SCHOOL
AND
PRACTI-CAL, INC.**

This Agreement is made and entered into by and between **BELLA MENTE ACADEMIES SCHOOL** (hereinafter referred to as "CLIENT"), and **PRACTI-CAL** (hereinafter referred to as "PRACTI-CAL").

1. Definitions

1.1 **PRACTI-CAL**: Refers to PRACTI-CAL, INC., including any subcontractors performing duties related to this Agreement.

1.2 **CLIENT**: Refers to an independent public school district, county office of education, Office of the County Superintendent of Schools, Special Education Local Plan Area (SELPA), or college in the State of California.

1.3 **AGREEMENT**: This contract between the CLIENT and PRACTI-CAL, including **Exhibits A and B**.

2. Commencement, Amendment, and Termination

2.1 This Agreement shall be effective for a period of **three (3) years** beginning **07/01/25**

2.2 This Agreement may be amended in the event of legislative, executive, or regulatory action, or any court decision that modifies the services contemplated herein. Any amendments must be in writing and signed by both parties.

2.3 Any alterations, variations, modifications, or waivers of provisions shall be valid only when documented in writing and attached to the original Agreement.

2.4 Either party may terminate this Agreement with at least **90 days'** written notice prior to the end of the term or automatic renewal date.

2.5 If regulatory or legislative changes materially prohibit or modify the services provided, either party may terminate this Agreement with ninety (90) days' written notice.

3. Responsibilities

3.1 **PRACTI-CAL Responsibilities**: PRACTI-CAL shall perform the CYBHI Multi Payer Fee Schedule duties outlined in **Exhibit A**.

3.2 **CLIENT Responsibilities**: The CLIENT shall fulfill its obligations as specified in **Exhibit B**.

4. Fees for Services

4.1 The CLIENT shall compensate PRACTI-CAL as follows:

- **Rendering Practitioner License:** \$50.00 per practitioner EHR user, per month
- **Claiming Portal Fee:** 5% of claims successfully adjudicated and reimbursed to the CLIENT

Optional Services & Add-ons:

- **Insurance Management & Consent Module Access** = \$1,500 annually
OR
- **Insurance Collection Assistance, Performed by Practi-Cal Staff**
 - 1-15,000 students (CBEDS) = \$5,000 annually
 - 15,001- 35,000 (CBEDS) = \$7,500 annually
 - 35,001 or more (CBEDS) = \$10,000 annually
- **In-Person Training or Support** = \$150 per hour

4.2 Late Payments: Payments are due within 45 days of the invoice date. Payments received after this period shall incur a 2% late fee per month, not exceeding the maximum interest rate permitted by California law.

5. Events of Default

5.1 A party shall be in default if it:

- Breaches any material provision of this Agreement and fails to cure the breach within 30 days of receiving written notice.

5.2 If an event of default occurs, the non-defaulting party may terminate this Agreement with thirty (30) days' written notice.

6. Confidentiality & Compliance

6.1 Both parties shall comply with HIPAA, FERPA, and AB1584 regarding the handling of student records and personally identifiable information (PII).

6.2 PRACTI-CAL shall not disclose or use student data beyond fulfilling this Agreement, except as required by law.

7. Data Ownership & Retention

7.1 The CLIENT retains ownership of all student records, reports, and data entered into the system during the term of this Agreement.

7.2 Upon termination of this Agreement, PRACTI-CAL shall retain data for seven (7) years to comply with audit requirements. After this period, or upon written request, all data shall be permanently deleted and certified as destroyed.

8. Liability & Insurance

8.1 Each party shall maintain in force errors and omissions insurance as may reasonably be required by the other party.

8.2 Each party agrees to indemnify and hold harmless the other from claims resulting from gross negligence or willful misconduct.

9. Miscellaneous Provisions

9.1 This Agreement constitutes the entire agreement between the parties and may be amended only in writing by both parties.

9.2 This Agreement shall be governed by the laws of the State of California.

9.3 If any provision is held invalid, the remainder of the Agreement shall remain in effect.

10. Signatures

For the CLIENT:

By: _____

Name: _____

Title: _____

Date: _____

For PRACTI-CAL:

By: _____

Name: _____

Title: _____

Date: _____

Exhibit A – PRACTI-CAL Responsibilities

- Assist client with CYBHI Multi-Fee schedule applications and onboarding.
- Provide access to Health e Kids health and mental health documentation and claiming portal.
- Assist with preparation and submission of SPI Provider rosters to DHCS selected Third-Party Administrator (TPA).
- Assist with preparation and submission of Batch Registration files to DHCS selected Third-Party Administrator (TPA).
- Provide submission and financial reporting .
- Assign an experienced consultant for remote support via phone, email, and webinars.
- Deliver live and recorded webinar training, and compliance assistance.
- Process and transmit medical claims including denied claim follow-ups.
- Maintain secure digital records for audit support.

If electronic insurance collection and management option is chosen by client, Practi-Cal will:

- Provide access to Health e Kids Insurance consent management module, that:
 - Identifies students with missing insurance information.
 - Send automated emails and text messages to contacts.
 - Collects FERPA consent for information access.
 - Export for third-party communication applications.

If Insurance Collection Assistance, Performed by Practi-Cal staff option is chosen by client, Practi-Cal will:

- Assign staff to send electronic requests, and follow-up requests, to student contacts via email and text messages.
- Work with client liaison on unanswered requests.

Exhibit B – CLIENT Responsibilities

- Assign a CLIENT coordinator to manage program participation.
- Encourage timely documentation of services using PRACTI-CAL's EHR software.
- Maintain service records and ensure compliance with DHCS and Third-Party Administrator.
- Provide periodic student database files to ensure accurate claims processing.
- Timely respond to correspondence from DHCS, TPA, and Practi-Cal.



Zen Educate Inc.
2136 Ford Parkway
5208
Saint Paul
Minnesota
55116

jared.newman@zeneducate.com

Bella Mente Academies - Fee Schedule 25/26

The following table outlines Zen Educate's pricing for the 25/26 School year. The school charge includes the educators pay rate and all applicable state and federal employer taxes and costs.

Zen Educate, Inc. is proud to provide a transparent, ethical pricing model that allows Schools to have insight into how much educators earn, and the margin that Zen Educate makes including employer costs. Zen Educate's fee structure is as follows for a range of educator day rates.

San Diego Gen Ed Teacher Rate (8:15am-3:10pm with 30 min unpaid break) T-F	
Daily Pay Rate	Daily School Cost
\$190.00	\$247.74
\$195.00	\$253.58
\$200.00	\$259.43
\$205.00	\$265.27
\$210.00	\$271.11
\$215.00	\$276.96
\$220.00	\$282.80
\$225.00	\$288.65
\$230.00	\$294.49

San Diego SpEd Paraprofessional Rate	
Hourly Pay Rate	Hourly School Cost
\$18.00	\$30.05
\$19.00	\$31.24
\$20.00	\$32.44
\$21.00	\$33.64
\$23.00	\$36.03
\$22.00	\$34.83
\$24.00	\$37.23
\$25.00	\$38.43
\$26.00	\$39.62
\$27.00	\$40.82
\$28.00	\$42.02



Zen Educate Inc.
2136 Ford Parkway
5208
Saint Paul
Minnesota
55116

jared.newman@zeneducate.com

The Introduction Fee (temp to perm) shall be \$4,500 for a Certified Teacher or \$3,500 for a Non-Certified Teacher/Paraprofessional. This fee is payable when an educator who has worked at a School on an Assignment is subsequently hired directly by the School within twenty-four (24) weeks of the end of any of their Assignments with the School. This fee shall be reduced by \$20 for every full day an educator works in the School via Zen Educate.

A supplementary charge of \$1/hour will apply if an aide is required to complete CPI training through Zen Educate. This includes any hours worked while the aide is undergoing training.

Timesheets will be released on a Friday and must be approved by Monday.

Supplementary Charges:

The following supplementary charges apply based on selected billing terms:

- **Standard Billing Terms (Included):**
 - Weekly Invoice Frequency
 - 30-Day Pay Periods
- **Extended Billing Terms:**
 - Monthly Invoice Frequency: +\$1/hour to Zen Educate school charge
 - 45-Day Pay Periods: +\$1/hour to Zen Educate school charge

Zen Educate Inc Bank Details

Payment should be made to :

Name: Zen Educate Inc

Bank: Silicon Valley Bank

Routing 121140399

Account 3303653138

Checks should be mailed to:

Address for check sent via USPS:



Zen Educate Inc.
2136 Ford Parkway
5208
Saint Paul
Minnesota
55116

jared.newman@zeneducate.com

Zen Educate Inc.
PO BOX 18429
PALATINE IL 60055-8429

Address for Deposits sent via Courier (FedEx, UPS, etc.):

Zen Educate Inc.
LBX 18429

5505 N CUMBERLAND AVE STE 307

CHICAGO IL 60656-1471

Month	M	T	W	T	F	180	189	Holidays/ Descriptions
July			1	2	3	0	0	7/3 Observed Independence Day (Legal Holiday)
	6	7	8	9	10	0	0	
	13	14	15	16	17	0	0	
	20	21	22	23	24	0	0	
	27	28	29	30	31	0	0	7/31 New Staff Development day
Aug	3	4	5	6	7	0	5	8/3-11 Staff Development Days
	10	11	12	13	14	3	5	8/6 Sneak Peek
	17	18	19	20	21	5	5	8/12 First Student Day
	24	25	26	27	28	5	5	
	31					1	1	
Sep		1	2	3	4	4	4	
	7	8	9	10	11	4	4	9/7 No School - Labor Day (Legal Holiday)
	14	15	16	17	18	5	5	9/16 Minimum Day - Staff Development
	21	22	23	24	25	5	5	
	28	29	30			3	3	
Oct				1	2	2	2	
	5	6	7	8	9	5	5	10/8-9 Minimum Days - Staff Development
	12	13	14	15	16	5	5	10/14 End of Quarter 1
	19	20	21	22	23	5	5	
	26	27	28	29	30	5	5	
Nov	2	3	4	5	6	5	5	
	9	10	11	12	13	4	4	11/11 No School - Veteran's Day (Legal Holiday)
	16	17	18	19	20	5	5	11/17-19 Minimum Days - Parent Teacher Conference & Staff Development
	23	24	25	26	27	0	0	11/23-27 No School - Fall Break
	30					1	1	11/26 Thanksgiving Holiday (Legal Holiday)
Dec		1	2	3	4	4	4	
	7	8	9	10	11	5	5	12/9 Minimum Day Staff Development
	14	15	16	17	18	5	5	12/18 Winter Spectacular
	21	22	23	24	25	0	0	12/21-1/5 No School - Winter Break
	28	29	30	31		0	0	12/25 Christmas Day (Legal Holiday)
Jan					1	0	0	1/1 New Year's Day (Legal Holiday)
	4	5	6	7	8	3	5	1/4-1/5 Non-Student Day/Staff Development, 1/6 School Resumes
	11	12	13	14	15	5	5	1/11 End of Semester 1, 1/13 Minimum Day Staff Development
	18	19	20	21	22	4	4	1/18 No School - MLK Jr. Day (Legal Holiday)
	25	26	27	28	29	5	5	
Feb	1	2	3	4	5	5	5	
	8	9	10	11	12	5	5	
	15	16	17	18	19	0	0	2/15-19 No School - Presidents' Week
	22	23	24	25	26	4	5	2/24 Minimum Day/Staff Development Day
Mar	1	2	3	4	5	5	5	
	8	9	10	11	12	5	5	3/10-12 Minimum Days - Parent Teacher Conference & Staff Development
	15	16	17	18	19	5	5	
	22	23	24	25	26	4	4	3/25 End of Quarter 3
	29	30	31			0	0	3/29-4/2 No School - Spring Break
Apr				1	2	0	0	
	5	6	7	8	9	5	5	
	12	13	14	15	16	5	5	4/14 Minimum Day/Staff Development Day
	19	20	21	22	23	5	5	
	26	27	28	29	30	5	5	
May	3	4	5	6	7	5	5	
	10	11	12	13	14	5	5	5/12 Minimum Day/Staff Development Day
	17	18	19	20	21	5	5	05/20 Open House
	24	25	26	27	28	5	5	
	31					0	0	05/31 No School - Memorial Day (Legal Holiday)
June		1	2	3	4	3	3	6/3 Last Student & Staff Day
	7	8	9	10	11	0	0	
	14	15	16	17	18	0	0	
	21	22	23	24	25	0	0	
	28	29	30			0	0	

	First/Last Day of School	179	189	180 State required school days
	Special Events			
	Non- Student/Non Staff Day			
	Student Minimum Day - All Grade Levels			
	Non- Student Day/Staff Development			

School Calendar 2027-2028

DRAFT PENDING BOARD APPROVAL

Month	M	T	W	T	F	180	189	Holidays/ Descriptions
July				1	2	0	0	
	5	6	7	8	9	0	0	7/5 Observed Independence Day (Legal Holiday)
	12	13	14	15	16	0	0	
	19	20	21	22	23	0	0	
	26	27	28	29	30	0	0	Aug 3 New Staff Development Day
Aug	2	3	4	5	6	0	3	Aug 4-16 Staff Development Days
	9	10	11	12	13	0	5	8/12 Sneak Peek
	16	17	18	19	20	4	5	8/17 First Student Day
	23	24	25	26	27	5	5	
	30	31				2	2	
Sep			1	2	3	3	3	
	6	7	8	9	10	4	4	9/6 No School - Labor Day (Legal Holiday)
	13	14	15	16	17	5	5	9/15 Minimum Day - Staff Development
	20	21	22	23	24	5	5	
	27	28	29	30		4	4	
Oct					1	1	1	
	4	5	6	7	8	5	5	10/14-15 Minimum Days - Staff Development
	11	12	13	14	15	5	5	10/15 End of Quarter 1
	18	19	20	21	22	5	5	
	25	26	27	28	29	5	5	
Nov	1	2	3	4	5	5	5	11/11 No School - Veteran's Day (Legal Holiday)
	8	9	10	11	12	3	3	11/12 Non-Student/Non-Staff Day
	15	16	17	18	19	5	5	11/16-18 Minimum Days - Parent Teacher Conference & Staff Development
	22	23	24	25	26	0	0	11/22-26 No School - Fall Break
	29	30				2	2	11/25 Thanksgiving Holiday (Legal Holiday)
Dec			1	2	3	3	3	
	6	7	8	9	10	5	5	12/8 Minimum Day Staff Development
	13	14	15	16	17	5	5	12/22 Winter Spectacular
	20	21	22	23	24	3	3	12/23-01/07 No School - Winter Break
	27	28	29	30	31	0	0	12/24 Christmas Day (Legal Holiday)
Jan	3	4	5	6	7	0	0	1/1 New Year's Day (Legal Holiday)
	10	11	12	13	14	5	5	
	17	18	19	20	21	4	4	1/10 School Resumes
	24	25	26	27	28	5	5	1/17 No School - MLK Jr. Day (Legal Holiday)
	31					1	1	1/26 Minimum Day/Staff Development Day
Feb		1	2	3	4	4	4	2/16 Minimum Day/Staff Development Day
	7	8	9	10	11	5	5	2/21-25 No School - Presidents' Week
	14	15	16	17	18	5	5	2/21 Presidents' Day Legal Holiday
	21	22	23	24	25	0	0	2/22 Lincoln's Birthday Observed Legal Holiday
	28	29				2	2	
Mar			1	2	3	3	3	3/8-9 Minimum Days - Parent Teacher Conference & Staff Development
	6	7	8	9	10	5	5	3/22 Minimum Day/ Staff Development
	13	14	15	16	17	5	5	
	20	21	22	23	24	5	5	3/24 End of Quarter 3
	27	28	29	30	31	4	4	3/31 Non-Student/Non-Staff Day
Apr	3	4	5	6	7	0	0	4/3-4/7 No School - Spring Break
	10	11	12	13	14	5	5	4/12 Minimum Day/Staff Development Day
	17	18	19	20	21	5	5	
	24	25	26	27	28	5	5	
May	1	2	3	4	5	5	5	
	8	9	10	11	12	5	5	5/10 Minimum Day/Staff Development Day
	15	16	17	18	19	5	5	05/18 Open House
	22	23	24	25	26	5	5	
	29	30	31			2	2	05/29 No School - Memorial Day (Legal Holiday)
June				1	2	2	2	6/8 Last Student & Staff Day
	5	6	7	8	9	4	4	
	12	13	14	15	16	0	0	
	19	20	21	22	23	0	0	
	26	27	28	29	30	0	0	

	First/Last Day of School	180	189	180 State required school days
	Special Events			
	Non- Student/Non Staff Day			
	Student Minimum Day - All Grade Levels			
	Non- Student Day/Staff Development			



CALIFORNIA STATE UNIVERSITY, FRESNO
 Student Accounts
 5150 N. Maple Ave, JA # 58
 Fresno, CA 93740-8026
 Phone: (559) 278-2876

INVOICE DATE	DUE DATE	BALANCE DUE
10-06-2025	10-24-2025	\$8,488.00

SPONSOR0000012483FRSNO

INVOICE

IMPORTANT MESSAGE

Payment is required by the due date specified. Failure to pay will cause all third party sponsorship privileges to be suspended. Questions regarding this account may be directed to Student Accounts.

The University Federal Taxpayer Identification Number (TIN) is: 77-0217681

**

The CSU makes every effort to keep student costs to a minimum. Fees listed in published schedules or student accounts may need to be increased when public funding is inadequate. Therefore, CSU must reserve the right, even after fees are initially charged or initial fee payments are made, to increase or modify any listed fees. All listed fees, other than mandatory systemwide fees, are subject to change without notice, until the date when instruction for a particular semester or quarter has begun. All CSU listed fees should be regarded as estimates that are subject to change upon approval by the Board of Trustees, the Chancellor, or the Presidents, as appropriate. Changes in mandatory systemwide fees will be made in accordance with the requirements of the Working Families Student Fee Transparency and Accountability Act (Sections 66028 - 66028.6 of the Education Code).

FRESNO STATE ID	NAME
301900002	Bella Mente Montessori Academy

DATE	TERM	DESCRIPTION	CHARGES	CREDITS	BALANCE
		Previous Balance			\$9,111.00
09-26-2025		Payment-General		-\$5,580.00	
09-26-2025		Payment-General		-\$3,531.00	
09-26-2025	Fall 2025	Chen, Yufei - 303440424 Fall-Third Party Receivable	\$4,744.00		
07-29-2025	Fall 2025	Lucia, Jennifer Marie - 302277548 Fall-Third Party Receivable	\$3,744.00		
		Total	\$8,488.00	-\$9,111.00	\$8,488.00

See below for payment stub.



TO INSURE PROPER CREDIT, DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT
AND INCLUDE YOUR FRESNO STATE ID NUMBER ON YOUR CHECK .

FRESNO STATE ID	NAME	INVOICE DATE	DUE DATE	BALANCE DUE
301900002	Bella Mente Montessori Academy	10-06-2025	10-24-2025	\$8,488.00

Bill to:

Bella Mente Montessori Academy
,

Amount Enclosed

\$8,488.00

Make check payable to:
California State University, Fresno
5150 N. Maple Avenue, JA #58
Fresno, CA 93740-8026

INDEPENDENT CONTRACTOR AGREEMENT

This Independent Contractor Agreement ("Agreement") is entered into as of _____ ("Effective Date") by and between Bella Mente Charter School ("Bella Mente") and Dr. ROSLYN SANCHEZ ("Medical Prescriber"), dba (_____) collectively referred to as the "Parties", with respect to the following facts:

WHEREAS, Bella Mente is a California nonprofit public benefit corporation that operates the public charter schools known as Bella Mente Academies and located in Vista, California;

WHEREAS, the Medical Prescriber, ROSLYN SANCHEZ, is a licensed Psychologist ("Contractor"), with a primary business address at

_____[Address];

WHEREAS, Bella Mente seeks to engage the Medical Prescriber to provide certain services related to the health and wellbeing of students, including but not limited to medical evaluations, and prescriptions as needed;

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

Section 1. Nature of Services and Relationship. The Contractor agrees to provide the following services as an independent contractor:

1.1 Medical Prescriber is hereby engaged by Bella Mente to perform the services specified in Attachment A (the "Consulting Services"), which is incorporated by reference. Medical Prescriber shall determine the method, details and means of performing all Medical Services within the scope of their licensure and in compliance with applicable state and federal laws.. Medical Prescriber shall supply at its own expense all tools, materials and equipment required to perform all Medical Services under this Agreement, to the extent that any are required. Medical Prescriber assumes full responsibility for the performance of all Medical Services provided under this Agreement. Bella Mente does not guarantee any minimum amount of work by this Agreement. Except as authorized in writing by Bella Mente, Medical Prescriber shall not have authority to enter into any contracts or agreements on behalf of Bella Mente.

1.2 Bella Mente's usual course of business is operating tuition-free public charter schools. Medical Prescriber's expertise and skill set is in the area of providing medical services, and Medical Prescriber warrants that it is engaged in an independent and bona fide business operation in such area, markets itself as such, is in possession of a valid business license/insurance when required, and is providing similar services to others.

1.3 Medical Prescriber shall adhere to the guidelines, policies, and procedures of the Healthcare Provider but shall maintain their own professional autonomy and medical judgment.

1.4 Medical Prescriber assumes full responsibility for the performance of its duties under the terms of this Agreement and warrants that it is fully qualified in Medical Prescriber's specialized skill or expertise

to perform such duties. Bella Mente will not provide any training or instruction to Medical Prescriber concerning the manner and means of providing the services that are subject to this Agreement because Medical Prescriber warrants that it is highly skilled at providing medical services, and is providing similar services to others.

1.5 Bella Mente acknowledges that it does not and will not control or direct Medical Prescriber with regard to the manner or means in which Medical Prescriber performs its duties under this Agreement. Medical Prescriber understands and agrees that Medical Prescriber lacks the authority to bind Bella Mente contractually, conduct business on Bella Mente's behalf, or incur any obligations on behalf of Bella Mente. Specifically, Medical Prescriber agrees not to represent Medical Prescriber as an employee of Bella Mente in any capacity, including without limitation when interacting with Bella Mente's students, parents, vendors, or other community members (attire, verbal statements, e-mail, telephone, business cards, etc.).

1.6 If Medical Prescriber is a corporation or LLC or otherwise uses employees and/or agents in any capacity to fulfill this Agreement, Medical Prescriber warrants that all provisions of this Agreement are binding on each of Medical Prescriber's employees and agents.

1.7 Independent Contractor and Not Employee; No Employment Relationship. It is expressly understood between the Parties that Medical Prescriber is an independent contractor and not an employee of Bella Mente. No employment relationship exists between the Parties or any of Medical Prescriber's employees or agents.

1.8 Medical Prescriber acknowledges and agrees that they are an independent contractor and not an employee of the Healthcare Provider. Medical Prescriber is responsible for all taxes, insurance, and other withholdings required by law. Maintaining appropriate licensure, certifications, and continuing education requirements. Medical Prescriber is not entitled to any benefits typically provided to employees of the Healthcare Provider, such as health insurance, retirement plans, or paid time off.

Section 2. Term of Services and Termination of Agreement.

Medical Prescriber agrees to perform services for Bella Mente pursuant to the terms of this Agreement from the Effective Date through August 15, 2025 ("Termination Date"), unless any of the following occur:

(1) the Parties agree in writing to renew the term of this Agreement, for a defined project or period of time, pursuant to the same terms of this Agreement ("Extension Date"); or (2) the Parties agree in writing to otherwise modify the terms of this Agreement in accordance with Section 10.2.

Notwithstanding this previous sentence, Medical Prescriber or Bella Mente may terminate this Agreement at any time, with or without reason, by providing 14 days' written notice to the other party. Notwithstanding any other provision of this Agreement, certain terms of this Agreement shall remain in effect after the Termination Date (including without limitation Sections 5, 6, 7, 9 and 11.1 of this Agreement). Immediate termination may occur in cases of breach of contract, loss of necessary licensure or certification or unprofessional conduct.

Section 3. Payment and Invoicing.

In exchange for Medical Prescriber's performance of the Medical Services set forth in Attachment A, Bella Mente shall pay Medical Prescriber at a rate of \$200 per month for all prescriptions/orders that are due during that month, subject to early termination as provided in Section 2 of this Agreement. To qualify for payment, Medical Prescriber shall submit to Bella Mente on a weekly or monthly basis

itemized invoices for all services rendered pursuant to this Agreement. Bella Mente shall pay Medical Prescriber the non-disputed amount invoiced within 30 days of receipt of each invoice. Any damages or costs incurred by Bella Mente, including without limitation replacement costs, as a result of Medical Prescriber's failure to competently perform under this Agreement may be deducted by Bella Mente from any amounts owed to Medical Prescriber.

Section 4. Materials/Equipment.

Medical Prescriber is responsible for any costs associated with providing services under this Agreement, including without limitation any materials or equipment.

Section 5. Medical Prescriber's Obligation to Pay Taxes; Tax Indemnification.

5.1 All compensation called for under this Agreement will be paid without deductions or withholdings and will be accompanied by a Form 1099 at year end. As an independent contractor, Medical Prescriber agrees that it will be solely responsible for the reporting and payment of any state and/or federal income tax or other withholdings on the compensation provided for its services under this Agreement. In addition, Medical Prescriber shall fill out and execute a Form W-9. Bella Mente shall have the right to inspect and audit Medical Prescriber's tax records as necessary to ensure compliance with this Agreement.

5.2 Bella Mente shall not have a duty to defend or indemnify Medical Prescriber against any tax claim or assessment associated with any payments under this Agreement. Medical Prescriber shall cooperate in the defense of any tax claims brought against Bella Mente associated with any such payments. Further, Medical Prescriber shall indemnify and hold Bella Mente harmless against any action, claim, charge, investigation, or other proceeding taken against Bella Mente in the event that any taxing authority challenges the allocation or characterization of the payment and/or seeks payment of taxes, interest, penalties, costs, fees, damages, interest, or other assessments from it in connection with any payments under this Agreement. This Section further incorporates by reference Medical Prescriber's obligations set forth in Section 7.

Section 6. Insurance; Business Requirements; Related Obligations.

6.1. CONTRACTOR shall, at his, her, or its sole cost and expense, maintain in full force and effect, during the term of this Agreement, the following insurance coverage from a California licensed and/or admitted insurer with an A minus (A-), VII, or better rating from A.M. Best, sufficient to cover any claims, damages, liabilities, costs and expenses (including counsel fees) arising out of or in connection with CONTRACTOR's fulfillment of any of its obligations under this Agreement or either party's use of the work or any component or part thereof:

- a. Medical Prescriber shall maintain Professional Liability Insurance (Malpractice Insurance). Errors & Omissions (E & O)/Malpractice (Professional Liability) coverage, including Sexual Molestation and Abuse coverage, unless that coverage is afforded elsewhere in the Commercial General Liability policy by endorsement or separate policy, with the following limits: minimum coverage of \$1 million per occurrence and \$2 million general aggregate throughout the term of this agreement. The Medical Prescriber shall provide proof of such insurance to the School upon request.

- b. Medical Prescriber shall maintain General Liability Insurance with a minimum coverage of \$2 million per occurrence and \$3 million general aggregate to cover any claims for bodily injury, property damage, or other liabilities that may arise during the course of providing medical services.

c. Medical Prescriber shall add the School as an additional insured on their General Liability and Professional Liability policies and shall provide a certificate of insurance reflecting such status. All Certificates of Insurance must reference the contract number, name of the school or agency submitting the certificate, and the location of the school or agency submitting the certificate on the certificate.

d. Medical Prescriber shall notify the School within 30 days of any cancellation or material change to any of the insurance policies required under this agreement.

e. The policy may not contain an exclusion for coverage of claims arising from claims for sexual molestation or abuse. In the event that CONTRACTOR's policy should have an exclusion for sexual molestation or abuse claims, then CONTRACTOR shall be required to procure a supplemental policy providing such coverage.

f. For any claims related to the services performed in connection with this Agreement, the CONTRACTOR's insurance coverage shall be the primary insurance with respect to Bella Mente, its subsidiaries, officials and employees. Any insurance or self-insurance maintained by Bella Mente, its subsidiaries, officials and employees shall be excess of the CONTRACTOR's insurance and shall not contribute with it.

6.2. Medical Prescriber shall be responsible for performing all duties incident to operating a business, including without limitation obtaining all necessary licenses (if applicable) and paying all applicable taxes. Bella Mente shall have the right to inspect and audit Medical Prescriber's business records as necessary to ensure compliance with this Agreement.

Section 7. Indemnification.

7.1 To the fullest extent allowed by applicable law, and in addition to any other indemnification and/or defense obligations set forth in other provisions of this Agreement, Medical Prescriber agrees to defend, indemnify, and hold Bella Mente (including without limitation its officers, directors, shareholders, agents, and employees) harmless from any and all claims, causes of action, charges, demands, costs, expenses, attorneys' fees, disputes, losses, penalties, liability, investigations, lawsuits, property damage, bodily injury, or proceedings of any kind, in law or equity, or every kind or nature whatsoever, arising out of or relating to Medical Prescriber's performance of services or obligations pursuant to this Agreement (including without limitation any conduct or actions by any of Medical Prescriber's employees or agents), regardless of any actions by Bella Mente, its officers, directors, shareholders, agents, employees, contractors, clients, or customers ("Claims"). Medical Prescriber's duties to defend, indemnify, and hold Bella Mente harmless as set forth in this Section include, but are not limited to, Claims arising out of or relating to any aspect of Medical Prescriber's services, Medical Prescriber's use of employees or agents of any kind (including without limitation any and all employment-related claims involving Bella Mente and/or with respect to compensation/benefits allegedly being due, such as torts, wage and hour, health/safety, paid sick leave, benefits, unemployment insurance benefits, state disability or paid family leave benefits, workers' compensation, among others), Medical Prescriber's breach of this Agreement, customer/client/student disputes of any kind, Medical Prescriber's violation of any applicable law, tax issues of any kind, any other applicable laws for which Bella Mente may be liable as an employer relating to Medical Prescriber's employees or agents.

7.2 Medical Prescriber's duty to defend Bella Mente is entirely separate and independent from Medical Prescriber's duty to indemnify and hold Bella Mente harmless. Such defense obligation shall arise immediately upon written notice of any Claims to Bella Mente and shall apply without regard to Bella Mente's liability or whether any liability has been determined. In the event of any Claims for which

indemnification is required under this Agreement, Bella Mente reserves the right to select counsel of its own choosing, for which Medical Prescriber shall have the responsibility to pay all fees and costs (including without limitation settlement amounts) of such counsel, and control its defense (including without limitation settlement authority). Medical Prescriber shall reimburse Bella Mente for all of its fees and costs (including without limitation settlement amounts) as a result of such indemnification within 15 days of each of Bella Mente's written requests for such payment.

Section 8. Compliance with Laws; Warranties.

Medical Prescriber represents and warrants that Medical Prescriber shall comply with all applicable laws for purposes of this Agreement, including without limitation wage and hour (state and federal), paid sick leave, employment-related laws, workers' compensation, and all laws relating to the use of Medical Prescriber's employees and/or agents (such as hiring, termination, compensation, leaves of absence, benefits, and health and safety, including without limitation OSHA and Cal/OSHA). Medical Prescriber further represents and warrants that Medical Prescriber and Medical Prescriber's employees and/or agents, if any, shall comply with all applicable laws regarding negligence, safety, theft, and property when performing services under this Agreement. Bella Mente shall incur no liability with regard to any violation of applicable laws by Medical Prescriber or Medical Prescriber's employees and/or agents.

Section 9. Non-Disclosure of Confidential Information.

Medical Prescriber shall protect "confidential information" obtained during the course of performing services to Bella Mente pursuant to this Agreement. "Confidential information" includes any information about Bella Mente, its employees, or its students and families, including without limitation any employee and personnel files; student records; student and/or parent lists; any other data, information, or material protected from disclosure by trade secret laws, FERPA, or privacy laws; and any information about Bella Mente's business operations including its records maintenance, file storage and organization, marketing strategies and plans, financial and marketing data, computer records, formulas, and trade secrets. Medical Prescriber shall not disclose any confidential information except as expressly authorized by Bella Mente in order for Medical Prescriber to perform services under the Agreement or to comply with applicable law. Medical Prescriber further agrees and acknowledges that the commitment to protect confidential information is of great value to Bella Mente, and that it significantly affects the successful conduct of Bella Mente's business and its goodwill. Any breach of this Section shall be a material breach of this Agreement. Bella Mente shall be entitled to an emergency injunction to enjoin and restrain the unauthorized disclosure of confidential information by Medical Prescriber. Medical Prescriber shall immediately return all Bella Mente property, including documents and other confidential information, upon the termination of this Agreement or upon any request by Bella Mente.

Section 10. Professional Standards and Compliance

The Contractor agrees to maintain all necessary licenses, certifications, and credentials required to perform services under this Agreement. Medical Prescriber shall comply with all applicable federal, state, and local laws, regulations, and standards, including those related to patient care, privacy (HIPAA), and drug prescribing. Medical Prescriber affirms Medical Prescriber is not engaged in any conduct that could result in suspension or revocation of their license or damage the reputation of the Healthcare Provider.

Section 11. Mandatory Screening.

Medical Prescriber affirms Medical Prescriber and its employees, contractors, and agents, if any, have not committed a serious or violent felony. Medical Prescriber shall ensure its employees, agents, and contractors complete a criminal background check through the Department of Justice in accordance with Education Code Section 45125.1. Medical Prescriber shall ensure its employees, agents, and contractors who will be present on campus and may have frequent or prolonged contact with students are pre-screened for tuberculosis. Medical Prescriber shall provide School evidence of such screenings immediately upon request.

Section 12. Miscellaneous.

12.1 Governing Law; Disputes. This Agreement shall be governed by and construed exclusively in accordance with the laws of the State of California, without reference to its choice of law rules. The Parties agree to submit any and all disputes or claims arising from or relating to this Agreement (including without limitation enforcement of, breach of, or interpretation of this Agreement) to mandatory and binding arbitration. Each party shall be responsible for its own costs and attorneys' fees in connection with the arbitration; however, the Parties shall equally split the costs of the arbitration (i.e., the arbitrator).

12.2 Entire Agreement. This Agreement (including its attachment) sets forth the entire understanding and agreement between the Parties with respect to the subject matter hereof and supersedes all other oral or written agreements, representations, and understandings. This Agreement may only be modified by a writing signed by Medical Prescriber and Bella Mente.

12.3 Successors and Assigns. This Agreement shall be binding upon the successors, assigns, and legal representatives of Medical Prescriber and ensures to the benefit of any successors or assigns of Bella Mente.

12.4 Construction. The headings used herein are for convenience or reference only and shall not affect the construction of, or be taken into consideration in interpreting, any provision of this Agreement. This Agreement shall not be interpreted against a party by virtue of such party's participation in the drafting of the Agreement or any provisions herein.

12.5 Severability. The Parties agree that this Agreement is severable and that in the event any provision of this Agreement is held to be illegal, invalid, or unenforceable, the legality, validity, and enforceability of the remaining provisions will not be affected or impaired. Additionally, the Parties expressly grant to any jurisdictional entity interpreting this Agreement the power and authority to modify the terms of this Agreement to the extent necessary to allow enforcement of this Agreement to the fullest extent allowed by law.

12.6 Notices. Any notice required or permitted to be given under this Agreement shall be sufficient if in writing and delivered by overnight mail, facsimile, email and/or by hand to the address of Medical Prescriber or to the principal office of Bella Mente as follows:

To Bella Mente Montessori Academy	To Medical Prescriber
Attn: Erin Feeley, Superintendent	

1737 W Vista Way	
Vista, CA 93083	
Email: efeeley@bellamentecharter.org	

12.7 Waivers. No waiver of any of the provisions of this Agreement shall be deemed to be or shall constitute a waiver of any other provision of this Agreement, whether or not similar, nor shall any waiver constitute a continuing waiver. No waiver of any provision of this Agreement shall be binding on the Parties unless it is executed in writing by the party making the waiver.

12.8 Authority. The individuals signing below on behalf of an entity represent and warrant that they are duly authorized to execute and deliver this Agreement on behalf of their respective entity.

12.9 Counterparts. This Agreement may be executed in any number of counterparts. Each such counterpart shall be deemed to be an original and all such counterparts together shall constitute one agreement. To the maximum extent permitted by law or by any applicable governmental authority, any document may be signed and transmitted by facsimile, PDF, e-mail, DocuSign, electronic signature, scanned, or similar electronic means with the same validity as if it were an ink-signed document.

IN WITNESS HEREOF, by signing below the Parties hereto voluntarily enter into this Agreement as of the Effective Date, and they acknowledge that they have read and understand the terms set forth herein and agree to be bound thereby.

Bella Mente Charter School, a California nonprofit public benefit corporation

Signature: _____

Name: Erin Feeley

Title: Superintendent

Date: _____

Contractor (Prescriber):

Signature: _____

Name: _____

License Number: _____

Date: _____

ATTACHMENT A

Medical Services

Subject to the terms and conditions of the Independent Contractor Agreement (“Agreement”) between Bella Mente Charter School (“Bella Mente”) and Dr. ROSLYN SANCHEZ (“Medical Prescriber”), Medical Prescriber hereby agrees to perform the following Consulting Services:

- Medical Prescriber will work with Bella Mente’s Special Education Department and provide remote services to assess students for medical conditions that may impact their education, such as anxiety, depression, epilepsy, autism or ADHD.
- Medical Prescriber will contribute to the creation of Individualized Education Plans (IEPs) by providing medical evaluations or recommendations for accommodations.
- If a student requires specialized care, Medical Prescriber will provide prescriptions for appropriate treatment options, including clinical assessments, evaluations, examinations or therapy.
- In the case of a mental health crisis (e.g., self-harm or suicidal ideation), Medical Prescriber can intervene and provide immediate care or referrals to emergency services.
- Medical Prescriber will assist in creating 504 Plans (for students with disabilities who don’t qualify for an IEP) by providing medical documentation and recommendations for necessary accommodations.



Governing Board Policy Statement (EC Section 49428.2(b)(1))

The Governing Board, at its regularly scheduled meeting held on December 9, 2025, hereby adopts the following policy on referral protocols for addressing pupil behavioral health concerns in grades 7–8. This policy has been developed in consultation with school and community stakeholders and school-linked behavioral health professionals and establishes the adopted procedures relating to referrals to behavioral health professionals and support services.

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 students. 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 District staff who oversees the mental and behavioral health needs of students is responsible for coordinating implementation of these group-specific referral protocols, in collaboration with the Director of Special Education (IEP/504), Foster Youth Liaison, Homeless Liaison, and Schoolsite administrators.

District leadership may also identify additional pupil groups at local discretion, such as English learners or recently immigrated students, if local data or partner input show increased behavioral health risks.

Student Privacy

Bella Mente Academies recognizes and agrees to abide by the variety of federal and state student data privacy laws and regulations (including but not limited to the Family Educational Rights and Privacy Act [FERPA], EC Section 49073, et seq., etc.) with which Bella Mente Academies must comply in connection with its policy on referral protocols for addressing pupil behavioral health concerns and in connection with



implementation of its policy and protocols, including but not limited to any of subsets of its policy, such as those listed below.

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 Superintendent or designee shall conduct an annual needs assessment to:
 - Identify behavioral health trends;
 - Review available resources; and
 - Detect service gaps within the school community.
- The school shall review referral volume, response times, and outcomes on a quarterly basis and shall submit findings to the Board of Directors for continuous improvement.

Capacity Building

- Bella Mente Academies 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 community providers

Planning

- The Superintendent 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

- Bella Mente Academies shall establish step-by-step procedures to:
 - Initiate referrals;
 - Document concerns;
 - Notify parents/guardians consistent with law;
 - Triage level of need;



Bella Mente Academies

- Link pupils to appropriate services; and
- Schedule follow-up checks.

Evaluation and Continuous Improvement

- Bella Mente Academies 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 results.
- Evaluation monitors outcomes such as:
 - Median time to first contact;
 - Percentage of follow-ups completed within ten school days;
 - Referral closure rates; and
 - Results for the pupil groups identified in *EC* Section 49428.2(b)(3).
- A summary of results is reported to the Governing Board annually to support transparency and continuous improvement.

Training (*EC* Section 49428.2(b)(4), (c)-(e))

Bella Mente Academies shall ensure that teachers of pupils in grades 7–8 receive training on pupil behavioral health. Training materials approved by Bella Mente Academies shall include:

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

Optional elements may also include:

- Recognizing the signs and symptoms of youth behavioral health disorders.

Subject to *EC* Section 49428.2(d), Bella Mente Academies shall certify, on or before July 1, 2029, to the CDE that 100 percent of its certificated employees and 40 percent of its classified employees who have direct contact with pupils in grades 7–12 have received youth behavioral health training at least once, in accordance with *EC* Section 49428.2(c)(1)–(5). (Please note: Bella Mente Academies may meet the requirements of *EC* Section 49428.2(c) through an alternative approach by adopting a policy that



describes how this approach is consistent with the goals specified in *EC* Section 49428.2(c) but better meets the needs of pupils.)

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

In order to ensure that all school employees act only within the authorization or scope of their credential or license, Bella Mente Academies shall:

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

Consistent with *EC* 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.

E-Rate Bid Evaluation Worksheet

Funding Year: 2026

Billed Entity Name: Bella Mente Charter School

Form 470 260003777

Project or Service: 827-26A.5 Bundled ISP Service

of Responders: 4

Vendor Scoring

Selection Criteria	Weight*
Price (Eligible)	30%
Experience	25%
Accuracy of Bid Response	20%
Other Cost Factors	15%
Service Level Agreement	5%
Qualifications	5%
	100%

Overall Ranking

AT&T	
Raw Score	Weighted Score
4	1.20
4	1.00
3	0.60
4	0.60
2	0.10
4	0.20

93

EM3 Networks	
Raw Score	Weighted Score
3	0.90
3	0.75
4	0.80
3	0.45
3	0.15
4	0.20

81

Cox California	
Raw Score	Weighted Score
1	0.30
3	0.75
4	0.80
3	0.45
3	0.15
4	0.20

66

Comcast	
Raw Score	Weighted Score
2	0.60
3	0.75
3	0.60
3	0.45
3	0.15
4	0.20

69

Service Provider 5	
Raw Score	Weighted Score
	0.00
	0.00
	0.00
	0.00
	0.00
	0.00

0

Notes:

* Percentage weights must add up to 100%. **Price is the heaviest weighted criteria**

** Evaluated on a "Ranking" scale: Lowest Ranking #=worst - Highest Ranking #=best

*** Weight x Raw Score

Vendor Selected: AT&T

Approved By:

Signature

Print Name

Title

Date: 11/25/25

Comments:

At this time, we have received four bid proposals. Based on the evaluation of the responses received, our best recommendation is to remain with the existing service provider, AT&T, based on pricing, proven experience, and the ability to provide the requested Bundled ISP service.



E-Rate Proposal for BELLA MENTE CHARTER SCHOOL

November 14, 2025



Lindsay Gordon, Consultant
BELLA MENTE CHARTER SCHOOL
1737 W VISTA WAY
VISTA CA 92083

Executive Summary

In response to the BELLA MENTE CHARTER SCHOOL E-Rate Form 470 bid #260003777, AT&T is pleased to present this proposal showcasing our capabilities to meet your organization's technology and connectivity needs.

To stay current with developments in education, your organization may need new technologies. In addition, you want to boost communication efficiency and maximize your E-Rate benefits.

Today's schools are under pressure to implement the latest technology to enhance teaching, improve learning, and streamline management. To meet these demands, educational institutions like are looking at new ways to take advantage of evolving technologies.

Solution

We recognize the unique challenges faced by your educational institution and the critical role technology plays in driving success. That's why we've developed a comprehensive solution designed to modernize your technology infrastructure, boost operational efficiency, and support improved student outcomes by expanding access to essential digital content.

Your solution includes the following:

- **AT&T Dedicated Internet** is an internet access service that combines a dedicated connection with symmetrical bandwidth (same download and upload speeds) and provides reliable, high-performance connectivity. AT&T Dedicated Internet offers the fastest speeds available (up to 1Tbps), world class Service Level Agreements (SLAs) with 100% uptime guarantees, and outage protection down to the customer edge router with 24/7 monitoring.
- **AT&T Dynamic Defense®** is the first comprehensive network solution that has built-in threat protection. Dynamic Defense is embedded in the AT&T Global Network infrastructure, so it can detect threats, filter malicious traffic, and execute security controls—before the data reaches your network.

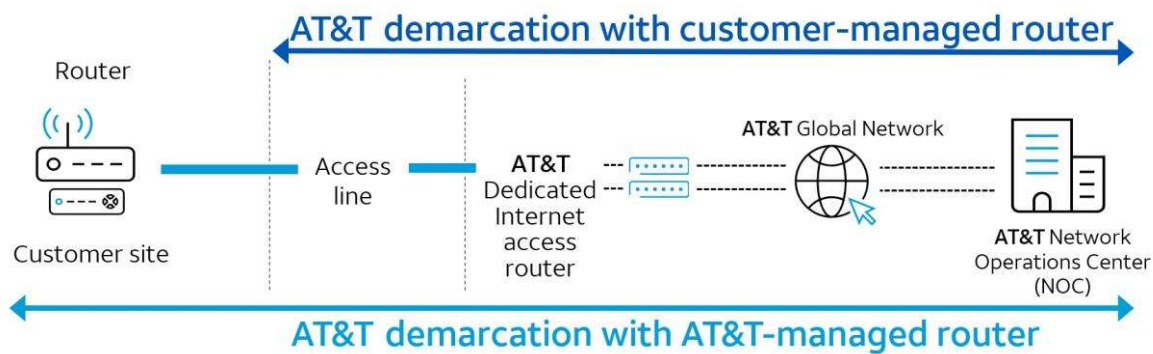
The solution provides these key features:

- **Managed Router Option** provides the customer premises equipment (CPE) for the dedicated internet service, generally a router and a diagnostic modem. AT&T configures, monitors, manages, and

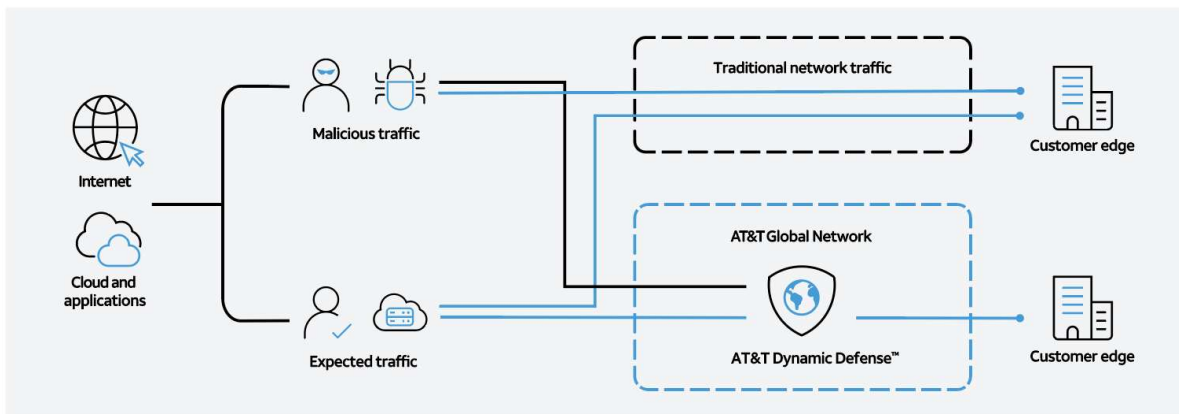
maintains the equipment. This option provides convenient end-to-end managed internet access so you can focus on your core mission.

- **Customer-Managed Router Option** lets you provide and manage your own router for the dedicated internet service while AT&T provides the managed internet access. So, you have flexibility to choose the level of service you need.
- **Service Level Agreements (SLAs)** offer performance objectives for on-time provisioning, site availability, time to restore, latency, data delivery, and jitter. You may qualify for credits if stated objectives aren't met. Please see the business service guide for more details.
- **Static IP Addresses** help enable website hosting and virtual private networks (VPNs) for remote access to the business network, and some voice over internet protocol (VOIP) systems require them. AT&T Dedicated Internet provides up to five free static IP addresses. These static IPs can result in a more reliable connection and provide more accurate geolocation information.
- **Reliable Service** starts with proactive monitoring of our nationwide backbone along with a network architecture that features redundant routers, switches, and power supplies. As a result, we can reroute traffic around outages and restore service almost instantaneously. This increases reliability and helps ensure that your internet traffic gets through. In addition, you get enterprise-class support, with 24/7 expert technical assistance.
- **AT&T Dynamic Defense Shield** detects and automatically blocks known malicious traffic to and from your networks. It can mitigate risks and malicious attacks, helping your network stay accessible only to those who should have access.
- **Geo IP Filtering** filters traffic based on the location of the IP address. You can select countries from a list to block traffic to and from your business. This feature helps you manage and filter your traffic based on specific IP locations, giving you the option to set an AT&T-recommended list for the initial policy creation (e.g., block all traffic to and from North Korea), which you can modify later to allow an IP address from a blocked country if needed.
- **Reporting and logging** provide you security analysis and valuable insight into the threats your business is facing. These features provide in-depth reporting of traffic activity, including mitigated risks, intrusion attempts, and blocked IP addresses.
- **Version Control of Policy Configuration** keeps track of multiple versions of policy configurations, allowing you to restore your policies in the event of a disruption. This feature improves risk management and easily perform audits.

AT&T Dedicated Internet: End-to-End Management with Proactive Pinging and Alarming—As this diagram illustrates, AT&T manages all ADI service components. The router can be managed either by AT&T or by the customer. But with the AT&T managed router option, the AT&T Network Operations Center (NOC) pings endpoints every two minutes and automatically opens a ticket after two failed returns.



AT&T Dynamic Defense™ Threat Intelligence—With AT&T Dynamic Defense, malicious traffic is discarded in the network before it reaches the customer edge.



AT&T Dynamic Defense™ Package Options—AT&T Dynamic Defense is available in three packages, which offer a range of features to suit a variety of business needs, from simple network structures with limited access points to the most complex global scenarios. Each package is available to AT&T Dedicated Internet (ADI) customers in select areas at a low monthly fee.

AT&T Dynamic Defense™		Packages		
		Standard	Advanced	Premium
Features	AT&T Threat Intelligence AT&T Dynamic Defense Shield Dynamic blocking of malicious IP addresses with limited blocklist exceptions included	✓	✓	✓
	Enhanced AT&T Dynamic Defense Shield Dynamic blocking of malicious IP addresses with expanded blocklist exceptions included		✓	✓
	Stateful Firewall Monitor and detect states of all network traffic and defend based on patterns and flows		✓	✓
	Geo IP Filtering IP address blocking from specific geographical locations		✓	✓
	Web Filtering Block sites based on web and URL categories		✓	✓
	Basic Threat Protection Detect, alert, and act against intrusions		✓	✓
	Reporting & Logging Predefined reports provide critical insights into the network's health and security		✓	✓
	Application-based Reporting Securely identify, decode and build reports based on known applications		✓	✓
	Version Control Saves multiple versions of policy configurations to improve risk management and easily perform audits		✓	✓
	Application-based Policy Creation Create policies based on known applications			✓
	Virus Protection Protect against viruses, worms, and trojans			✓
	Spyware Protection Prevent unauthorized access to sensitive data			✓
	Vulnerability Protection Stops attempts to exploit system flaws or gain unauthorized access to systems			✓
	Premium Threat Protection			

Advantages of AT&T

Partnering with AT&T means gaining access to industry-leading expertise, innovative technology solutions, and a dedicated team committed to advancing educational success. We understand the unique needs of educational institutions and deliver tailored services designed to enhance connectivity, streamline operations, and support your goals. Below are the key advantages of working with AT&T:

- **E-Rate Experience**—AT&T has participated in the E-Rate program for schools and libraries since the program's inception in 1998, and we're one of the program's largest service providers. We're proud to bring our technology, expertise, E-Rate knowledge, and education experience to your school or library, helping expand affordable access to advanced telecommunication services. For more information about AT&T and its participation in the E-Rate program, go to corp.att.com/erate.
- **Service and Support**—We offer you easy access to assistance, whether through online tools or by phone. You also get support and guidance from highly trained staff with years of networking experience. Our account teams, who work closely with you, are focused on the education industry and are well versed in the issues and challenges that today's educators face.
- **Performance**—You expect communication services that work, and we can deliver. We've made substantial investments each year to improve our technology infrastructure so that we can provide superior performance.
- **Complete Solutions**—AT&T offers a wide range of solutions. We can work with a variety of products and technologies and can assess your needs to recommend potential solutions.

- **Community Focus**—At AT&T, we're proud of our strong record of corporate citizenship. Annually, we contribute millions of dollars through corporate, foundation, and employee giving to support education and community programs.





We're investing in connectivity and technology, digital literacy, and digital learning solutions to help connect today's learners with success—in and out of the classroom. It's part of our \$2 billion commitment to help bridge the digital divide.

Learn more at att.com/connectedlearning.

Pricing

Pricing for AT&T Dedicated Internet is based on the following term: 36 months

ADI 2YR, 3YR, 4YR and 5YR Rates - SPIN 143001192					
Access Speed	Access Monthly	Port Speed	Port Monthly w/AT&T Managed Router**	Total MRC*	NRC
1 GB	\$530.00	1 GB	\$224.80	\$754.80	\$0.00
10 GB	\$700.00	2 GB	\$613.80	\$1,313.80	\$0.00
10 GB	\$700.00	3 GB	\$899.05	\$1,599.05	\$0.00
10 GB	\$700.00	4 GB	\$1,079.55	\$1,779.55	\$0.00
10 GB	\$700.00	5 GB	\$1,227.65	\$1,927.65	\$0.00

Note: MRC = monthly recurring charge and NRC = non-recurring charge

NOTE: Above pricing does not include applicable fees, surcharges or taxes and is per Dedicated Internet Access Arrangement for the following addresses only: 1737 W. Vista Way, Vista, CA 92083

AT&T Dynamic Defense™ Package Options and Pricing*

AT&T Dynamic Defense is available in three packages, which offer a range of features to suit a variety of business needs, from simple network structures with limited access points to the most complex global scenarios. Each package is available to AT&T Dedicated Internet (ADI) customers in select areas at a low monthly fee.

Standard Plan: \$ 20 MRC \$0.00 NRC

Advanced Plan: \$175 MRC** \$0.00 NRC

Premium Plan: \$275 MRC** \$0.00 NRC

Note: MRC = monthly recurring charge and NRC = non-recurring charge

Product	Service Provider Identification Number (SPIN)
AT&T Dedicated Internet (ADI)	143001192
AT&T Dynamic Defense	N/A

This response to your request is not a contract offer and does not take the place of a signed contract. If you select AT&T for this service, please let us know so we can provide you with the appropriate contract documents. Neither party is obligated for the selected services unless and until mutually agreed contract documents are signed by both parties. The Pricing proposed herein is based upon the specific product/service mix and locations outlined in this proposal and assumes use of AT&T contract documents and an E-Rate Rider as part of any final, negotiated contract between the parties, unless otherwise stated herein. Any changes or variations in the proposed terms and conditions, the products/services, length of term, locations, and/or design described herein may result in different pricing. Prices quoted do not include applicable taxes, surcharges, or fees. In accordance with the tariffs or other applicable service agreement terms, Customer is responsible for payment of such charges.

Optional Services

AT&T is presenting this additional product information to alert you to other important services that can be very useful to BELLA MENTE CHARTER SCHOOL's educational goals and overall security concerns. These services are optional and are not contingent on the purchase of any E-Rate eligible services from AT&T.

PLEASE NOTE: AT&T is not making any determinations, representations, or warranties regarding the E-Rate eligibility of these additional products and services. The eligibility of these products and services for E-Rate funding is solely determined by USAC and/or the FCC based on the applicants E-Rate discount request. Among the products and services are:

- **Business Security Solutions**—AT&T's portfolio of advanced security solutions, like Dynamic Defense and SASE, integrate with your existing infrastructure to protect your data and keep your network performing at its best. Our solutions offer proactive threat protection, uncompromised network performance and reliability, and expert integration.

- **Internet Backup Solutions**—AT&T Business Wireless Backup Advanced is a fixed wireless solution that provides wireless internet at qualified service addresses for intermittent backup use. It offers unlimited data that can support multiple internet outages per month. Additionally, it helps keep your business applications up and running if your primary internet connection is temporarily unavailable, so you can stay connected to customers, suppliers, and employees.¹
- **Wireline Voice Services**—Our network solutions can help expand the capabilities of your AT&T Dedicated Internet (ADI) access—add Voice over IP with AT&T IP Flexible Reach service.

For further information on our solutions and pricing, contact your AT&T sales representative.

Personalized Support

Because we understand the importance of personalized service, we give you an account team of specialists to design and implement your new solution. You'll receive ongoing, coordinated support from your account team for all your AT&T services.

Your AT&T Account Team

Resource	Contact Information
Primary Contact	Martha Nava-Johnson SPECIALIZED SALES-ACCOUNT MANAGEMENT +1 916.486.3346 martha.nava-johnson@att.com
Secondary Contact	Erick Smith LEAD CLIENT SOLUTIONS EXEC 3 HYBRID +1 661.609.8147 errick.smith@att.com

AT&T has rich experience and proven success in integrating and managing networks and network infrastructure for institutions like yours. Following on our long history of supporting education, we remain committed through active sponsorships and partnerships—and we can help you reach your goals. We welcome the opportunity to work with you.

¹ AT&T Business Wireless Backup Advanced cannot be used as a backup to AT&T wireless or fixed wireless internet solutions (such as AT&T Internet Air for Business). Plan includes access to both 4G LTE and 5G/5G+ services, if available at your designated service address. AT&T 5G/5G+ requires compatible device. Coverage not available everywhere. 5G+ is offered in limited locations in specific cities. Wireless technology varies by device. After 30GB, data speeds are up to a max of 3Mbps and AT&T may temporarily slow data speeds if network is busy. After 7 days of continuous use, AT&T may change or terminate service. See <https://att.com/5Gnetwork> for details.

Important Information

AT&T may provide Entrance Facility Construction (EFC) for eligible customers, as explained in the Entrance Facility Construction section of the AT&T Business Service Guide General Provisions. Customers who do not qualify for AT&T EFC are responsible for providing the conduit/structure as well as the path from the property line to the demarcation point for access to the primary route.

AT&T Dynamic Defense requires AT&T Dedicated Internet Service, or AT&T Switched Ethernet on Demand (only available for new ASEoD customers). AT&T Dynamic Defense available in select areas.

Proposal Validity Period—The information and pricing contained in this Proposal is valid for a period of **90** days from the date written on the proposal cover page, or until the E-Rate filing window closes for the upcoming E-Rate Funding year, whichever occurs later, unless rescinded or extended in writing by AT&T. If this Proposal includes a promotional offer with a specified end date, the promotional pricing and terms shall remain valid through the earlier of that end date or until the E-Rate filing window closes for the upcoming E-Rate Funding year.

Proposal Pricing—Pricing proposed herein is based upon the specific product/service/equipment mix and locations outlined in this proposal and is subject to AT&T's proposed terms and conditions for those products and services and the AT&T E-Rate Rider unless otherwise stated herein. Any changes or variations in the proposed terms and conditions, the products/services, length of term, locations, and/or design described herein may result in different pricing. Prices quoted do not include applicable taxes, surcharges, or fees. In accordance with the tariffs or other applicable service agreement terms, Customer is responsible for payment of such charges.

Providers of Service—Subsidiaries and affiliates of AT&T Inc. provide products and services under the AT&T brand.

Software—Any software used with the products and services provided in connection with this Proposal will be governed by the written terms and conditions applicable to such software. Title to software remains with AT&T or its supplier. Customer must comply with all such terms and conditions, and they will take precedence over any agreement between the parties as relates to such software.

Disclaimer—For purposes of this Proposal, the identification of certain services as "eligible" or "non-eligible" for E-Rate funding is not dispositive, nor does it guarantee that this or any other services in this Proposal will be deemed eligible for such funding. Any conclusions regarding the eligibility of services for E-Rate funding must be based on several factors, many of which have yet to be determined relative to the proposed services and equipment described herein. Such factors will include, without limitation, the ultimate design configuration of the network, the specific products and services provisioned to operate the network, the type of customer, and whether the services are used for eligible educational purposes at eligible locations. In its proposal, AT&T will take guidance from the "Eligible Services List" and the specific sections on product and service eligibility on the Universal Service Administrative Company ("USAC") website www.usac.org/e-rate. This site provides a current listing of eligible products and services, as well as conditionally eligible and ineligible services. This guidance notwithstanding, the final determination of eligibility will be made by the USAC after a review of the customer's E-Rate application for this proposal. If AT&T is awarded the bid for this project, AT&T will provide assistance on the E-Rate application solely on matters relative to the functionality of the services and products which comprise the network. Nevertheless, the responsibility for the E-Rate application is with the customer. AT&T is not responsible for the outcome of the USAC's decision on these matters.

End User Equipment—E-Rate recipients must cost allocate any non-ancillary ineligible components that are bundled with eligible products or services. Cost allocations are the responsibility of E-Rate Applicants. For additional information, reference USAC website at www.usac.org/e-rate and Cost Allocation Guidelines for Services at www.usac.org/e-rate/applicant-process/before-you-begin/eligible-services-overview/cost-allocations-for-services/.

Special Construction Charges—Site visit may be required, and any potential special construction and on-site facilities charges are not known by AT&T at this time. Customer should note that Special Construction charges may apply when the order is placed for services.

Termination Fees—If AT&T is the current provider of service at a location and customer continues the identical service at that location, termination charges would not apply to such service at such location. If AT&T is not the current provider, AT&T does not agree to pay off termination charges to another service provider.

Implementation—AT&T shall implement the proposed solution in accordance with the bandwidth, design, and locations specified in the E-rate 470 and any related RFP. During the implementation process, AT&T shall supply details concerning the necessary network handoff type and Customer Premises Equipment (CPE) prerequisites for connection to the customer's network. The customer shall be solely responsible for acquiring any required equipment. AT&T disclaims any liability for new equipment or upgrades needed to connect to AT&T's Network Terminating Equipment (NTE) as part of the proposed solution. Furthermore, any increases in bandwidth or the addition of sites must adhere to E-Rate program regulations. AT&T shall not be held accountable for customer-initiated network upgrades or site additions that do not comply with E-Rate program guidelines. The following link directs to the Universal Service Administration Company (USAC) website, which contains a comprehensive set of E-rate program rules: [E-Rate - Universal Service Administrative Company \(usac.org\)](http://www.usac.org/e-rate).

AT&T may provide Entrance Facility Construction (EFC) for eligible customers, as explained in the Entrance Facility Construction section of the AT&T Business Service Guide General Provisions. Customers who do not qualify for AT&T EFC are responsible for providing the conduit/structure as well as the path from the property line to the demarcation point for access to the primary route.

Copyright Notice and Statement of Confidentiality—© 2025 AT&T Intellectual Property. AT&T and globe logo are registered trademarks and service marks of AT&T Intellectual Property and/or AT&T affiliated companies. All other marks are the property of their respective owners. The contents of the Proposal (except for pricing applicable to E-Rate funded services) are unpublished, proprietary, and confidential and may not be copied, disclosed, or used, in whole or in part, without the express written permission of AT&T Intellectual Property or affiliated companies, except to the extent required by law and insofar as is reasonably necessary to review and evaluate the information contained herein.

Memorandum of Understanding/ Agreement

Participation in Mobile Crisis Response Team Services

Parties

This Memorandum of Agreement (MOA) is made on **12/9/2025** between **Exodus Recovery, Inc.** (“Exodus”) and **Bella Mente Montessori Academy** (“School District”) “Parties” or individually as a “Party”.

Recitals

WHEREAS, the County of San Diego’s Health and Human Services Agency (“County”) offers behavioral health services to residents of the County, including responding to urgent and emergency calls involving behavioral health crises;

WHEREAS, the County has contracted with Exodus to operate the Mobile Crisis Response Team (“MCRT”) program which is designed to respond to urgent and emergency behavioral health-related calls in the community, provide a non-law enforcement intervention for individuals of all ages in a behavioral health crisis and to connect them to the most appropriate level of behavioral health care; and

WHEREAS, The County of San Diego Board of Supervisors by Resolution has authorized the local Behavioral Health Director or the Behavioral Health Director’s Designee to designate on behalf of the County members of MCRT to take, or cause to be taken, into custody persons suffering from a behavioral health disorder in accordance with the provisions of Sections 5150 and 5585 of the Welfare and Institutions Code. A copy of the Board Resolution is available by request from the Clinical Directors Office.

WHEREAS, School District provides education to its students and is committed to ensuring the safety and well-being of its students; and

WHEREAS, the Parties recognize the importance of a coordinated response to behavioral health crises involving minors within the school environment; desire to utilize MCRT services to minors experiencing behavioral health crisis in the school environment.

THEREFORE, in consideration of the foregoing recitals and the mutual covenants and promises set forth below, and for other good and valuable consideration, receipt of which is hereby acknowledged, the Parties hereto agree as follows:

Article I: Purpose

The purpose of this MOA is to outline the responsibility and procedures to be followed when a minor within the school premises is experiencing a behavioral health crisis and the school determines that MCRT services are indicated.

Article II: Parties' Responsibilities

The Parties agree that each maintains its own existing lines of authority for activities and decisions that are distinctly its own. The Parties agree that neither will require nor demand operational modifications to activities that are rightfully the province of the other Party. The Parties also agree to the following:

1. Exodus Recovery's Responsibilities

- 1.1. Accept referral calls that have been screened utilizing the agreed upon referral criteria for urgent and emergency calls via the Access and Crisis Line and/or participating law enforcement agencies in order for MCRT(s) to provide mobile crisis interventions to minors experiencing a behavioral health crisis and connect them to the most appropriate level of care.
- 1.2. Each MCRT team will consist of a Behavioral Health Clinician, Case Manager and/or Peer Support staff. Exodus conducts background checks which include motor vehicle reports, screening at county/state/federal levels. Background check is completed for all mobile team staff.
- 1.3. When arriving to a school, MCRT will arrive in a marked vehicle and staff will present Exodus staff identification and will meet with the identified school staff, student and parent/guardian (if present) in a confidential place.
- 1.4. MCRT will provide behavioral health services for the student experiencing a behavioral health crisis including, but not limited to: screenings, crisis triage assessments, crisis intervention and stabilization, safety planning, care coordination, transport to an appropriate health care setting when clinically indicated, and initiate a clinically necessary 5150 / 5585 when all criteria are met.
- 1.5. When any student, as a result of mental disorder, is a danger to self or others, or gravely disabled, and is not agreeable to voluntary transport to a necessary site, the designated MCRT staff may, upon probable cause, further evaluate the student for a §5150 /5585.
- 1.6. If MCRT determines that a 5150/5585 is required, students will be read their advisement along with provided information about their transportation options (e.g., MCRT, EMS, or Police). If a parent, conservator, or guardian is not on site at the time of the assessment, MCRT will attempt to contact them prior to transporting a minor. They will be provided information regarding why the 5150/5585 was enacted and the location of where the client is being transported with address and phone number.
- 1.7. If MCRT determines that it is clinically indicated to transport a voluntary student to an acute care setting for stabilization services, MCRT in coordination with designated school staff will contact the parent/guardian for consent.
- 1.8. If during the assessment, MCRT or the designated school staff (following the School Threat Assessment) learn new information that indicates a PERT or Law Enforcement intervention is necessary, MCRT will remain with the student and school staff until PERT or Law Enforcement arrives unless otherwise clinically indicated.
- 1.9. MCRT will provide care coordination for up to 30 days, this includes "warm-hand-offs" and providing referrals to community-based organizations to meet the needs of the student. When appropriate, care coordination will include the designated school staff and parent/guardian unless contraindicated clinically or otherwise indicated by law.
- 1.10. Comply with all laws and regulations pertaining to health information.

1.11. MCRT and all persons employed by MCRT, shall comply with California Penal Code Section 11164 et seq. and shall report all known or suspected instances of child abuse to an appropriate child protective agency, as mandated by California Penal Code Sections 11164, 11165.9 and 11166. MCRT and all persons employed by MCRT, shall make the report on such abuse, and shall submit all required information, in accordance with California Penal Code Sections 11166 and 11167.

1.11.1. Exodus shall ensure that any person who enters into employment as a health or other practitioner, prior to commencing employment, shall sign, on a form provided by Exodus in accordance with the above minor abuse reporting sections, a statement to the effect that such person has knowledge of, and will comply with these code sections.

2. Limitations of Exodus Recovery's Responsibilities

- 2.1. MCRT will make every effort to obtain consent from parents / guardians however parental consent is not required in order to detain and transport a minor pursuant to §5150/ 5585. Also of note, legally emancipated minors requiring involuntary treatment shall be considered adults. (§Welfare and Institutions Code 5585.59)
- 2.2. The MCRT will not perform any hands-on intervention; if any hands-on intervention is required, the MCRT will divert the matter to School District.
- 2.3. The MCRT will divert callers to PERT or Law Enforcement when MCRT is not available for a timely response and/or the student is reportedly experiencing a behavioral health crisis has a weapon, is in immediate risk of harm to self or others, is having a medical emergency, is involved in serious criminal activity, is known to be wanted in connection with an ongoing criminal investigation, or Law Enforcement was specifically requested.

3. Bella Mente Montessori Academy's School District's Responsibilities

- 3.1. Refer appropriate calls for MCRT response in accordance with the agreed upon referral criteria for urgent and emergency calls, and all other MCRT and/or School District requirements.
- 3.2. Utilize agreed upon referral criteria developed by School District Steering Committee in collaboration with the County and Exodus
- 3.3. Attempt to notify the minor's parent or guardian as soon as possible when a behavioral health crisis is identified and/or when MCRT referral is submitted.
- 3.4. School shall provide a designated confidential space for MCRT to connect with student, caregiver, school personnel
- 3.5. Facilitate the MCRT's access to the minor. Provide relevant information regarding the minor's mental health status and any known history (records when appropriate) and collaborate with MCRT during the assessment and intervention process.
- 3.6. Provide a contact person(s) and telephone number for Exodus to contact after school hours in the event of any emergencies related to MCRT services from a school referral.
- 3.7. Provide updated maps or directions so that MCRT are aware of where they will be dispatched and identify any restricted areas in the vicinity.
- 3.8. Schools will provide messaging of MCRT services to their faculty, students, and parents/guardians.

3.9. If student does not have a consent on file, schools to engage guardian for verbal consent.

Article III: Joint Responsibilities

1. Participate in planning meetings on the development of workflows, referral criteria, guidelines for voluntary and involuntary students on school campus and roll out dates for MCRT deployment.
2. Participate in ongoing meeting to review the MOA's implementation and effectiveness. Make necessary agreed upon adjustments to procedures based on feedback and outcomes.
3. Schools will be responsible for drafting their own MCRT guardian consent forms and will share with MCRT.
4. Collaborate on the development of messaging and informational materials about MCRT response on school campus for distribution to faculty, HHSA, parents/guardians, and appropriate stakeholders.
5. Wherever deemed practicable and allowable under the law, provide HHSA and/ or either Party with requested de-identified data for reports related to MCRT and Behavioral Health calls and referrals.

Article IV:

1. **Liability:** Each Party engaging in any assistance pursuant to this Agreement agrees that each Party will assume responsibility for the acts, omissions, or conduct of its employees, officers or agents. Each Party shall immediately notify the other Parties of any civil, administrative, or criminal claim, complaint, discovery request, or other request for information of which the agency receives notice, concerning or arising from the collaboration under this Agreement.

2. Indemnity:

- a. Claims Arising from Sole Acts or Omissions of a Party: Each Party to this Agreement hereby agrees to defend and indemnify the other Parties to this Agreement, their agents, officers and employees, from any claim, action or proceeding against the other parties, to the extent it is arising out of its own acts or omissions in the performance of this Agreement. At each Party's sole discretion, each Party may participate at its own expense in the defense of any claim, action or proceeding, but such participation shall not relieve any Party of any obligation imposed by this Agreement. The Parties shall notify each other promptly of any claim, action or proceeding and cooperate fully in the defense.
 - b. Claims Arising from Concurrent Acts or Omissions: The Parties hereby agree to defend themselves from any claim, action or proceeding arising out of the concurrent acts or omissions of the parties. In such cases, the parties agree to retain their own legal counsel, bear their own defense costs, and waive their right to seek reimbursement of such costs, except as provided in paragraph IV.2.c. below.
 - c. Joint Defense and Reimbursement and Reallocation: Notwithstanding paragraph IV.2.b above, in cases where the Parties agree in writing to a joint defense, the Parties may appoint joint defense counsel to defend the claim, action or proceeding arising out of the concurrent acts or omissions of Parties. Joint defense counsel shall be selected by mutual agreement of Parties. The Parties agree to share the costs of such joint defense and any agreed settlement in equal amounts, except as follows: Parties further agree that no Party may bind another to a settlement agreement without the written consent of all Parties. Where a trial verdict or arbitration award, in a joint defense case, allocates or determines the comparative fault of the parties, Parties may seek reimbursement and/or reallocation of defense costs, judgments and awards, consistent with such comparative fault.
3. **Insurance:** Each Party must obtain at its own cost and expense, and keep in force and effect during the term of this Agreement, including all extensions, policies of insurance or programs of self-insurance with policy limits in sufficient amounts to cover any and all potential liability of such Party

1. hereunder. Minimum policy limits maintained by any Party shall in no way limit the Party's indemnification obligations. **Minimum Insurance Requirements.** Prior to the beginning, and throughout the duration of services to be performed, or as otherwise provided herein, Contractor shall, at its expense, procure and maintain the following minimum levels of coverage:

A. **Commercial General Liability Insurance** which shall be written on an occurrence basis and be at least as broad as the latest version of ISO form CG 00 01 with limits of not less than \$1,000,000 per occurrence and \$2,000,000 in the aggregate for claims against bodily injury, personal and advertising injury, and property damage, including products-completed operations. Such policy shall include Contractual Liability coverage and shall be endorsed to include the School, its, directors, officers, employees, agents, and volunteers as additional insureds on all primary and excess policies for ongoing and completed operations performed by, or behalf of Contractor. Such additional insured coverage shall be as broad as that provided by ISO form CG 20 10 (ongoing operations) and CG 20 37 (completed operations).

The policy may not contain an exclusion for coverage of claims arising from claims for sexual molestation or abuse. In the event that CONTRACTOR's policy should have an exclusion for sexual molestation or abuse claims, then CONTRACTOR shall be required to procure a supplemental policy providing such coverage.

(B) **Business Automobile Liability insurance** which shall be as broad as ISO form CA 00 01 covering bodily injury and property damage with a combined single limit of not less than \$1,000,000 per accident for all owned, non-owned, and hired automobiles used in connection with the services or operations to be performed under this Agreement.

(C) **Workers' Compensation Insurance** with statutory limits, and **Employer's Liability insurance** with limits of not less than \$1,000,000 per accident or disease. The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the School, its directors, officers, employees, agents, and volunteers.

2. **Provisions Applicable to All Insurance Requirements.**

(a). **Acceptability of Insurers.** Unless otherwise reviewed and accepted by the School, all required insurance must be placed with insurers with a current A.M. Best rating of not less than A- VII and be admitted to do business in California, or approved by the Surplus Lines Association.

(b) **Verification of Coverage.** Contractor shall furnish the School with Certificates of Insurance and applicable endorsements effecting coverage required by this Agreement on forms satisfactory to the School. The certificates of insurance shall be signed by a person authorized by that insurer to bind coverage on its behalf. All certificates and endorsements must be received by the School before work commences. Acceptance of Contractor's Certificates of Insurance does not relieve Contractor of the insurance requirements, nor decrease the liability of Contractor under this Agreement. It is Contractor's responsibility to ensure its compliance with these insurance requirements. Any actual or alleged failure on the part of the School to obtain proof of insurance required under this Agreement shall not in any way be construed to be a waiver of any right or remedy of the School, in this or any regard.

(c). **Primary and Noncontributory.** The insurance required to be maintained by Contractor shall primary with respect to all claims arising out of Contractor's performance and/or activities under this Agreement, and any insurance or self-insurance maintained by the School shall be excess only, and not be required to contribute with it.

(d) **Umbrella or Excess Insurance.** Any Umbrella or Excess insurance shall also apply on a primary and noncontributory basis for the benefit of the School, before the School's own primary insurance or self-insurance shall be called upon to protect it as a Named Insured.

(e). **Broader Coverage and Limits.** The insurance requirements under this Agreement shall be the greater of (1) the minimum coverage and limits specified in this Agreement, or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the Named Insured. It is agreed that these insurance requirements shall not in any way act to reduce coverage that is broader or that includes higher limits than the minimums required herein. No representation is made that the minimum insurance requirements of this Agreement are sufficient to cover the obligations of Contractor hereunder.

(f). **Severability of Interest (Cross Liability).** A severability of interest provision must apply for the additional insureds, ensuring that Contractor's insurance shall apply separately to each insured against whom a claim is made or suit is brought, except with respect to the policies' limits.

(g) **Notices; Cancellation or Reduction of Coverage.** No policy required to be maintained by Contractor shall be canceled and not replaced with equivalent coverage without thirty (30) days prior written notice to the School, unless cancellation is due to the non-payment of premium, in which case, ten (10) days prior written notice shall be provided.

4. **Conformance With Rules And Regulations:** The Parties shall be in conformity with all applicable federal, State, County, and local laws, rules, and regulations, current and hereinafter enacted, including facility and professional licensing and/or certification laws and keep in effect any and all licenses, permits, notices, and certificates as are required. The Parties shall further comply with all laws applicable to wages and hours of employment, occupational safety, and to fire safety, health, and sanitation.

a. As agreed MCRT will assess and when appropriate treat students on school property as needed.

b. As agreed school districts will follow the San Diego County School Threat Protocol

5. **Governing Law:** This Agreement shall be governed, interpreted, construed, and enforced in accordance with the laws of the State of California.

6. **Third Party Beneficiaries Excluded:** This Agreement is intended solely for the benefit of County and the School District. Any benefit to any third party is incidental and does not confer on any third party to this Agreement any rights whatsoever regarding the performance of this Agreement. Any attempt to enforce provisions of this Agreement by third parties is specifically prohibited.

7. **Amendments to Agreement:** Any Party may propose amendments to this Agreement by providing written notice of such amendments to the other party. This Agreement may only be amended by a written amendment signed by all of the Parties.

8. **Severability:** If any terms or provisions of this Agreement or the application thereof to any person or circumstance shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement, or the application of such term and provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby and every other term and provision of this Agreement shall be valid and enforced to the maximum extent permitted by law.

9. **Full Agreement:** This Agreement represents the full and entire agreement between the Parties and supersedes any prior written or oral agreements that may have existed.

10. **Scope of Agreement:** This Agreement only applies to the program described herein and does not set forth any additional current or future obligations or agreements between the Parties, except that the Parties may by written amendment amend the scope of this Agreement.

11. **Information Privacy and Security Provisions:** Each Party to this Agreement will comply with all applicable statutes, regulations, rules, and/or policies and procedures pertaining to privacy and security including but not limited to Welfare and Institutions Code sections 5328, 5150, 5585.50, California Family Code § 6924, § 123115(a)(2), Civil Code section 56.10 *et seq.*, FBI

Criminal Justice Information Services (CJIS) Security Policy, California Government Code section 6200 *et seq.*, California Penal Code sections 11142 and 13303, California Vehicle Code section 1080.45, and the Health Insurance Portability and Accountability Act (HIPAA).

12. **Term:** This Agreement shall become effective on the date all of the Parties have signed this Agreement and be in force until June 30, 2026. This Agreement may be renewed for a term specified by one or more of the Parties upon the written agreement of those Parties.
13. **Termination For Convenience:** Either party may terminate this Agreement without cause and at any time upon giving 30 days' prior written notice to the other party. Such termination will be effective on the date stated in the notice.**Counterparts:** This Agreement may be executed in any number of separate counterparts, each of which shall be deemed an original but all of which when taken together shall constitute one and the same instrument.
14. **Administration of Agreement:** Each Party identifies the following individual to serve as the authorized administrative representative for that Party. Any Party may change its administrative representative by notifying the other Party in writing of such change. Any such change will become effective upon the receipt of such notice by the other Party to this Agreement. Notice of the authorized representative shall be sent to each Party.

Remainder of this page is intentionally left blank

Signatures of Authorized Representatives:

Exodus Recovery Inc. Staff Signature

Printed Name & Title: _____

Date: _____

Agreement Partner Authorization Signature

Printed Name & Title: _____

Date: _____

Remainder of this page is intentionally left blank

Exhibit A
MOBILE CRISIS RESPONSE TEAM (MCRT) REFERRAL CRITERIA

- The student is perceived as no injuries to any person that would require a medical response.
- No deadly weapons involved in the incident or known to be in the possession of the person experiencing a behavioral health crisis.
- The individual experiencing a behavioral health crisis is not suspected or involved in serious criminal activity related to this call, which would warrant immediate law enforcement action.
- The individual experiencing a behavioral health crisis is not known to be wanted in connection with an ongoing law enforcement investigation. All partners will adhere to pertinent laws and their own agency policies and procedures when querying individuals via California Justice Information System (CJIS)/ California Law Enforcement Telecommunications System (CLETS).
- No threat of immediate violence, reasonable potential for immediate violence, or use of violence against any person, including the person in crisis, MCRT members, or any other person. (This includes threats of immediate self-inflicted violence by the person, such as a threat of a violent suicide.)
- Law enforcement not specifically requested.



**Bella Mente
Academies**

Volunteer Handbook

2025-2026

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Welcome Letter

Dear School Volunteer,

On behalf of Bella Mente Montessori Academy, thank you for your willingness to support our school community. Volunteers play an important and valued role at BMA, and we are grateful for the time, talents, and care you share with our students, staff, and families. Your partnership strengthens our school and contributes to creating a positive, collaborative environment for all scholars.

This handbook is designed for all individuals who wish to serve as volunteers at Bella Mente. Our goal is to ensure you are well-informed and prepared for your volunteer experience. We hope this guide helps you understand our expectations, safety procedures, and the many ways you can support our school.

In alignment with our Family Handbook and our commitment to maintaining a distraction-free learning environment, volunteers do not work inside classrooms during instructional time. However, there are many meaningful ways to support BMA, including assisting with school events, chaperoning field trips once fully cleared, participating in campus committees, contributing to activities outside the classroom, and supporting projects that enhance student experiences.

We deeply appreciate your dedication to Bella Mente Academies. Your involvement helps enrich our community and supports the whole-child educational experience we strive to provide. If you have any questions or if I may ever be of assistance, please do not hesitate to contact me.

Sincerely,

Erin Feeley
Superintendent

Definition of Volunteers

Volunteers are individuals who donate their time, without financial compensation, to benefit the school community. Volunteer participation may occur outside the classroom setting, during school events, or as part of extracurricular or enrichment activities.

Visitors who attend one-time events, such as assemblies or special presentations, are considered **guests** and do not complete the volunteer clearance process. All visitors must remain under the direct supervision of a BMA employee.

Bella Mente Academies prohibits discrimination based on race, color, national origin, creed, marital status, sex, religion, age, disability, or any other protected status as defined by law.

Volunteer Opportunities include:

Because volunteers are **not permitted inside classrooms** during instructional time, opportunities include but are not limited to:

- Field trip chaperones (with required clearances)
- School-wide events, festivals, and celebrations
- Fundraising events and parent workdays
- Campus beautification projects
- Hospitality and support committees
- Athletics and extracurricular activities
- At-home volunteer projects

Volunteer Requirements

- ☐ A signed Volunteer Handbook Acknowledgement Form
- ☐ A completed and signed School Volunteer Procedures/Checklist
- ☐ A completed and signed School Volunteer Application Form
- ☐ A completed and signed Volunteer Guidelines and Agreement Form
- ☐ A completed and signed Volunteer Confidentiality Agreement
- ☐ A copy of CA Drivers License or CA Identification Card
- ☐ A completed Live Scan Fingerprinting (paperwork from other Districts not accepted)
 - ☐ DOJ for on-site volunteers ONLY
 - ☐ DOJ and FBI for on-site and overnight volunteers
 - ☐ No record of a serious or violent felony conviction (pursuant to Ed Code 45122.1) or requirement to register as a sex offender under California law (Penal Code 290)

- ☐ TB Risk Assessment administered by a health care provider every four years or test results if past positive result
- ☐ Online trainings are required by our insurance for volunteers: Sexual Abuse prevention(both adult-to-adult and adult-to-student), bloodborne pathogens, and mandatory reporter
- ☐ New Volunteer Training

Acceptance as a volunteer is based on factors including, but not limited to:

- ☐ All items above
- ☐ No record of a serious or violent felony conviction (pursuant to Ed Code 45122.1) or requirement to register as a sex offender under California law (Penal Code 290)
- ☐ Clearance to volunteer may be rescinded at any time should an individual subsequently be convicted of, charged with, or found in violation of any law that would impact eligibility, including those referenced above.
- ☐ Positive attitude; interest in and enthusiasm for working with children
- ☐ Ability to work cooperatively with school personnel and participate regularly
- ☐ Good communication skills, health, and personal hygiene; ethical conduct; dependability.

Suggestions for Making Your Volunteer Experience Successful

The following are suggestions that should prove helpful in developing a successful partnership with Bella Mente Academies students and staff.

1. Meet with the teacher/staff member before you start. Volunteers are placed with teachers or other staff members who have requested volunteer assistance. Some have specific roles and tasks for their volunteers, while others identify those tasks on an as-needed basis.
 - a. Ask questions if you are unclear about something
 - b. Keep communication open
2. Establish positive relationships with the students.
 - a. Be friendly; let them know you are glad to be here!
 - b. Be encouraging to students
3. If you are experiencing some problems with your placement or responsibilities, try to resolve them first with the teacher or staff member with whom you are working. If you need more assistance with your problem, please contact Anthony Beaver at abeaver@bellamentecharter.org.
4. When the teacher/staff member first orients you, the following should be discussed:
 - a. Days and times of volunteer work
 - b. Procedures for you and staff member to be in communication
 - c. Alternate plans for the days when the teacher or staff member is absent
 - d. How you will be told of the day's assignment (folder, note, etc.)
 - e. What name will the students call you



- f. Where the lounge and adult restrooms are located
- 5. Be punctual. In the event that you must be absent, please notify the teacher or staff member as soon as possible.
- 6. All individuals in the proximity of students during school hours are required to check in at the front office through the Raptor system. A state-issued ID is required.
- 7. Wear your school-issued volunteer name tag for the entire duration of your visit while you are checked in. Please check out at the front office before removing your name tag.
- 8. Remember that you are a role model for students and the school community.
- 9. Remember that a volunteer is not a teacher or a teacher's aide, not a therapist or a counselor, but first of all a friend who accepts the students as they are.
- 10. Feel free to ask questions about programs, policies, materials, and supplies. Talk to the teacher about any difficulties at appropriate times, not in front of students or parents.
- 11. Learn the names of students.
- 12. Help students tackle their work but do not do their work for them. If they get off-track, help them get back on task in a tactful manner.
- 13. Work at the student's level; sit or stand with him/her. Show your interest and involvement.
- 14. Speak in a positive manner to students; point out the things they have done right and the things they do well.
- 15. Remind students of appropriate behavior if they are disruptive, but remember that corrective discipline is the responsibility of school staff such as teachers, instructional assistants and the school Assistant Principal.

School Volunteer Procedures/Checklist

Procedures for all volunteers are as follows:

- ☐ Read BMA's Volunteer Handbook (*available online*)
- ☐ Complete all online forms listed in the Volunteer Requirements section
- ☐ Submit a copy of your CA ID or Driver's License
- ☐ Complete Live Scan fingerprinting
- ☐ Provide your TB Risk Assessment
- ☐ Complete all required online training modules
- ☐ Attend New Volunteer Training
- ☐ Receive notification of clearance from BMA

A. All volunteer work is done under the direction of an assigned teacher, site volunteer coordinator, or Director of Activities. Volunteers must comply with the sign-in/out procedures at the school site and other terms and conditions of the current school year Volunteer Handbook.

B. Volunteers do not receive compensation, health benefits, or worker's compensation. An accident insurance policy covers medical costs associated with volunteer injuries (up to a limit of \$25,000). This accident insurance policy is secondary if the volunteer has health insurance. Additionally, section 35330 of the California Education Code contains the following statement of immunity in favor of the school when students or volunteers are participating in field trips: "All persons making the field trip shall be deemed to have waived all claims against the charter school, or the State of California for injury, accident, illness, or death occurring during or by reason of the field trip or excursion."

I have read and acknowledged the information contained in paragraphs A. and B.

By: _____ Date: _____
Volunteer Signature

Printed Name: _____

Volunteer Checkoff List

FOR OFFICE USE ONLY

School Year: _____

Requirements for parent volunteers

- ☐ A signed Volunteer Handbook Acknowledgement Form
- ☐ A signed School Volunteer Procedures/Checklist
- ☐ A completed School Volunteer Application Form
- ☐ A signed Volunteer Guidelines and Agreement Form
- ☐ A signed Volunteer Confidentiality Agreement
- ☐ A copy of CA Drivers License or CA Identification Card
- ☐ Live Scan (**for new parent volunteers ONLY**)
 - ☐ A completed Live Scan Fingerprinting (paperwork from other Districts not accepted)
 - ☐ DOJ for on-site volunteers ONLY
 - ☐ DOJ and FBI for on-site and overnight volunteers
- ☐ TB Risk Assessment administered by a health care provider every four years or test results if past positive result
- ☐ Online trainings are required by our insurance for volunteers: Sexual Abuse prevention(both adult-to-adult and adult-to-student), bloodborne pathogens, and mandatory reporter, Playground Supervisor (if volunteer to supervise)
- ☐ New Volunteer Training

Completed By: _____

Date: _____



Request for Live Scan



STATE OF CALIFORNIA
BCII 8016
(orig. 4/01; rev. 6/09)

DEPARTMENT OF JUSTICE

REQUEST FOR LIVE SCAN SERVICE

[Print Form](#)

[Reset Form](#)

Applicant Submission

AG949

ORI (Code assigned by DOJ)

Parent Volunteer

Authorized Applicant Type

Parent Volunteer

Type of License/Certification/Permit OR Working Title (Maximum 30 characters - If assigned by DOJ, use exact title assigned)

Contributing Agency Information:

Bella Mente Charter School

Agency Authorized to Receive Criminal Record Information

1737 West Vista Way

Street Address or P.O. Box

Vista

City

Ca

State

92083

ZIP Code

18142

Mail Code (five-digit code assigned by DOJ)

Erin Feeley

Contact Name (mandatory for all school submissions)

(760) 621-8948

Contact Telephone Number

Applicant Information:

Last Name

Other Name

(AKA or Alias) Last

Date of Birth

Sex

☐ Male

☐ Female

Height

Weight

Eye Color

Hair Color

Place of Birth (State or Country)

Social Security Number

Home

Address Street Address or P.O. Box

First Name

Middle Initial

Suffix

First

Suffix

Driver's License Number

Billing

Number

(Agency Billing Number)

Misc.

Number

(Other Identification Number)

City

State

ZIP Code

Your Number:

OCA Number (Agency Identifying Number)

Level of Service:

☒ DOJ

☐ FBI

If re-submission, list original ATI number:

(Must provide proof of rejection)

Original ATI Number

Employer (Additional response for agencies specified by statute):

Employer Name

Street Address or P.O. Box

City

State

ZIP Code

Mail Code (five digit code assigned by DOJ)

Telephone Number (optional)

Live Scan Transaction Completed By:

Name of Operator

Date

Transmitting Agency

LSID

ATI Number

Amount Collected/Billed

ORIGINAL - Live Scan Operator

SECOND COPY - Applicant

THIRD COPY (If needed) - Requesting Agency

Reading Program Adoption Proposal

University of Florida Literacy Institute (UFLI) Foundations Program

Introduction

- The purpose of this document is to present the University of Florida Literacy Institute (UFLI) Foundations Program for consideration and potential adoption by Bella Mente Montessori Academies (BMA).
- This proposal is aligned with Bella Mente’s Curriculum Adoption Standard Operating Procedures (SOP) and reflects the need for a structured, research-based foundational reading program that supports early literacy, intervention, and compliance with California Dyslexia Guidelines.

Program Overview – UFLI Foundations

UFLI Foundations is an explicit, systematic foundational reading program designed by the University of Florida Literacy Institute. It provides a skill-based approach that ensures students acquire phonemic awareness, phonics, decoding, and connected text reading fluency.

- Key features include:
 - - An eight-step structured instructional routine;
 - - Detailed lesson plans;
 - - Explicit introduction of new foundational skills;
 - - Warm-up and review cycles;
 - - Word work and connected text reading;
 - - Materials designed for core instruction or intervention.

(Source: UFLI Foundations Overview)

Evidence Base and Research Alignment

UFLI Foundations is both research-based and evidence-based. It incorporates decades of literacy research and aligns with the Science of Reading, including the Simple View of Reading.

Two years of field development, pilot studies, teacher feedback, and student outcome data demonstrated significant gains in phonemic awareness, decoding, and oral reading fluency.

(Source: UFLI Foundations Overview)



Alignment with Bella Mente Montessori Academies Needs

BMA requires reading interventions and core reading supports that:

- Address foundational reading skill deficits;
- Support students identified through dyslexia screeners;
- Provide Tier 2 and Tier 3 intervention materials;
- Meet the needs of students with disabilities per IEP services;
- Fit within an MTSS framework.
- UFLI Foundations supports these requirements through structured literacy, multisensory instruction, and clear progress-monitoring components.

Curriculum Adoption SOP Requirements

Per Bella Mente's Curriculum Adoption Procedures:

- Curriculum must be evidence-based, aligned with state standards, and address student needs.
- A review and selection committee must participate, including teachers, administrators, and parents.
- Instructional materials must align with Universal Access expectations, EL supports, and special education needs.
- Materials must be piloted under a structured process with data collection, teacher feedback, and equity considerations.

UFLI Foundations satisfies these requirements by providing structured teacher guidance, accessible instructional design, and alignment with California's ELA Foundational Skills Standards.

Rationale for Adoption

Adopting the UFLI Foundations Program would allow BMA to:

- Implement a strong, structured literacy curriculum aligned with dyslexia mandates;
- Provide consistent Tier 2 and Tier 3 intervention supports;
- Improve foundational reading outcomes for K–6 students;
- Ensure compliance with CA Ed Code and Dyslexia Guidelines;
- Support special education providers with explicit, systematic, research-supported curriculum;
- Align with teachers' requests for clear, ready-to-implement foundational reading lessons.

Recommendations for Use:

In accordance with the SOP, BMA should conduct a structured pilot involving:

- Selected K–6 classrooms;
- Intervention groups; Special Education/504 Plan/SST support
- Data collection on decoding, phonemic awareness, and fluency;
- Teacher and student feedback;
- Comparative analysis with current materials.

The evaluation committee will review pilot data and make a recommendation for Board adoption.

Fiscal Impact / Funding Considerations

Costs may include:

- Teacher and Student materials; Currently \$70 per manual with an initial need of 2
- Student consumables (if applicable) (not needed at this time);
- Professional development.

Potential funding sources include general education curriculum funds, special education funds, and grants supporting early literacy initiatives.

Recommendation

It is recommended that Bella Mente Montessori Academies move forward with the pilot and adoption consideration of the UFLI Foundations Program to strengthen foundational literacy instruction, fulfill state-mandated structured literacy requirements, and better support students with reading deficits.

Submitted By

Dr. Jocylinn Roberts
Director of Special Education
Bella Mente Montessori Academies

BELLA MENTE CHARTER SCHOOL- AGENDA ITEM VIII. 1.

TO: Board of Directors

FROM: Superintendent

DATE: December 09, 2025

SUBJECT: Review and Approve the 25-26 Budget Revision as presented by a representative from Charter School Management Corporation

ISSUE: Each fiscal year the charter school is required to submit an approved first interim financial report to its chartering district and the county office of education based on the current adopted budget

BACKGROUND: As part of the First Interim reporting process, the administrative team conducted a comprehensive review of the school's financial position, assessing current-year trends and projected year-end outcomes. This review included an analysis of staffing levels based on existing employee salary schedules, as well as adjustments related to changes in current-year enrollment and Average Daily Attendance (ADA) from the original adopted budget. In addition, the team identified a reduction in anticipated employee benefits costs due to updated information and enrollment in benefit plans. These factors collectively informed the development of the revised 2025–2026 budget and resulted in an overall decrease in expenditures.

FISCAL IMPACT/ FUNDING SOURCE: Reduction of approximately \$162,713 in expenses

RECOMMENDATION: Approve the 25-26 Budget Revision as presented by a representative from CSMC.

Respectfully Submitted,

Erin Feeley
Superintendent

Bella Mente Montessori Academy FY25-26 Budget

	CATEGORY	ACTUALS AS OF OCTOBER (\$)	ACTUALS AS OF OCTOBER (%)	CURRENT YEAR INITIAL	CURRENT YEAR REVISION #1	VARIANCE
REVENUE	TOTAL ENROLLMENT			426	411	(15)
	AVERAGE DAILY ATTENDANCE			409	395	(14)
	State LCFF Revenue	1,528,658	28%	5,544,359	5,444,462	(99,897)
	Federal Revenue	-	0%	330,708	331,392	684
	Other State Revenue	304,877	17%	1,726,889	1,800,496	73,607
	Local Revenue	65,299	30%	210,000	217,140	7,140
	TOTAL REVENUE	1,898,834	24%	7,811,956	7,793,490	(18,466)
EXPENSES	Certificated Salaries	782,765	30%	2,787,609	2,596,280	(191,329)
	Classified Salaries	331,349	30%	1,089,473	1,089,998	525
	Benefits	238,286	28%	874,511	854,794	(19,717)
	TOTAL PERSONNEL EXPENSES	1,352,400	30%	4,751,593	4,541,072	(210,521)
	Books and Supplies	202,407	46%	438,010	444,095	6,085
	Services and Other Operating Expenses	860,582	40%	2,141,839	2,165,095	23,256
	Capital Outlay	145,877	33%	440,000	440,000	-
	Other Outgoing	224,794	33%	690,000	690,000	-
	TOTAL OTHER EXPENSES	1,433,659	38%	3,709,849	3,739,191	29,342
	TOTAL EXPENSES	2,786,059	34%	8,461,442	8,280,263	(181,179)
SUMMARY	SURPLUS\ (DEFICIT)	(887,225)		(649,486)	(486,773)	162,713
	<i>% of Expenses</i>	<i>-31.8%</i>		<i>-7.7%</i>	<i>-5.9%</i>	
	BEGINNING FUND BALANCE	\$ 7,535,531		\$ 7,535,531	\$ 7,535,531	
	ENDING BALANCE	\$ 6,648,306		\$ 6,886,045	\$ 7,048,759	
	<i>% of Expenses</i>	<i>239%</i>		<i>81%</i>	<i>85%</i>	

Bella Mente Montessori Academy FY25-26 Revenue Detail

OBJECT	CATEGORY	ACTUALS AS OF OCTOBER (\$)	ACTUALS AS OF OCTOBER (%)	CURRENT YEAR INITIAL	CURRENT YEAR REVISION #1	VARIANCE
LCFF						
8011	LCFF Revenues	1,023,142	29%	3,538,966	3,507,667	(31,299)
8012	Education Protection Account Revenue	20,527	26%	81,792	78,994	(2,798)
8019	Prior Year Income/Adjustments	-	0%	-	-	-
8096	Charter Schools Funding In-Lieu of Property Taxes	484,989	26%	1,923,601	1,857,801	(65,800)
Total LCFF		1,528,658	28%	5,544,359	5,444,462	(99,897)
FEDERAL						
8181	Special Education - Entitlement	-	0%	69,010	61,480	(7,530)
8182	Special Education - Mental Health	-	0%	-	-	-
8220	Federal Child Nutrition Programs	-	0%	135,586	135,586	-
8285	LAUSD Federal SPED	-	0%	-	-	-
8290	All Other Federal Revenue	-	0%	-	-	-
8291	Title I Federal Revenue	-	0%	92,225	100,416	8,191
8292	Title II	-	0%	11,960	13,733	1,773
8293	Title III Federal Revenue	-	0%	11,927	10,177	(1,750)
8294	Title IV	-	0%	10,000	10,000	-
8295	Title V Federal Revenue	-	0%	-	-	-
Total Federal		-	0%	330,708	331,392	684
STATE						
8520	State Child Nutrition Program	-	0%	68,608	68,608	-
8550	Mandated Block Grant	-	0%	8,392	8,105	(287)
8560	State Lottery Revenue	-	0%	111,646	107,432	(4,214)
8590	All Other State Revenues	203,785	27%	656,021	764,173	108,152
8591	SB 740 Revenue	-	0%	517,500	491,625	(25,875)
8599	Prior Year State Income	-	0%	-	-	-
8791	SPED State/Other Transfers of Apportionments from Districts	-	0%	-	-	-
8792	SPED State/Other Transfers of Apportionments from County	101,092	28%	364,722	360,553	(4,169)
8596	ASES	-	0%	-	-	-
Total State		304,877	17%	1,726,889	1,800,496	73,607
LOCAL						
8639	Student Lunch revenue	-	0%	-	-	-
8650	Rental Income	7,140	100%	-	7,140	7,140
8660	Interest Income	38,256	26%	150,000	150,000	-
8662	Net Increase/Decrease in Investment	-	0%	-	-	-
8677	State Local SPED Revenue	-	0%	-	-	-
8682	Foundation Grants/Donations	12	0%	10,000	10,000	-
8684	Student Body (ASB) Fundraising Revenue	-	0%	-	-	-
8685	School Site fundraising	1,482	6%	25,000	25,000	-
8688	In Kind Contributions	-	0%	-	-	-
8694	Field Trip Revenues	-	0%	-	-	-
8698	E-rate Revenues	-	0%	-	-	-
8699	All Other Local Revenue	18,410	74%	25,000	25,000	-
8785	CMO Management Fee Income	-	0%	-	-	-
Total Local		65,299	30%	210,000	217,140	7,140
TOTAL REVENUE		1,898,834	24%	7,811,956	7,793,490	(18,466)

Bella Mente Montessori Academy FY25-26 Expense Detail

OBJECT	CATEGORY	ACTUALS AS OF OCTOBER (\$)	ACTUALS AS OF OCTOBER (%)	CURRENT YEAR INITIAL	CURRENT YEAR REVISION #1	VARIANCE
CERTIFICATED SALARIES						
1100	Teachers' Salaries	550,869	28%	2,143,307	1,948,879	(194,428)
1105	Teachers' Bonuses	-	0%	-	-	-
1106	Teachers Stipends	-	0%	-	-	-
1120	Substitute Expense	40,837	37%	-	111,580	111,580
1121	Teachers' Salaries short term subs	-	0%	-	-	-
1122	Short Term Subs	-	0%	-	-	-
1123	Teachers' Salaries long term subs	-	0%	-	-	-
1200	Certificated Pupil Support Salaries	42,784	29%	149,745	149,745	0
1300	Certificated Supervisor and Administrator Salaries	148,275	38%	494,557	386,075	(108,482)
1305	Certificated Supervisor and Administrator Bonuses	-	0%	-	-	-
1900	Other Certificated Salaries	-	0%	-	-	-
1910	Other Certificated Overtime	-	0%	-	-	-
Total Certificated		782,765	30%	2,787,609	2,596,280	(191,329)
CLASSIFIED SALARIES						
2100	Instructional Aide Salaries	109,674	24%	424,968	449,332	24,364
2103	Classified Long Term Sub	-	0%	-	-	-
2105	Instructional Aide Bonus	-	0%	-	-	-
2110	Instructional Aide Overtime	-	0%	-	-	-
2200	Classified Support Salaries (Maintenance, Food)	51,477	35%	121,052	146,749	25,697
2205	Classified Support Salaries Bonus	-	0%	-	-	-
2210	Classified Support Overtime	-	0%	-	-	-
2300	Classified Supervisor and Administrator Salaries	77,283	47%	163,038	163,038	(0)
2305	Classified Supervisor and Admin Bonus	-	0%	-	-	-
2400	Clerical, Technical, and Office Staff Salaries	84,260	26%	338,770	318,279	(20,491)
2405	Clerical Technical and Office Staff Bonus	-	0%	-	-	-
2410	Clerical, Technical, and Office Staff Overtime	-	0%	-	-	-
2900	Other Classified Salaries (Noon and Yard Sup, etc.)	8,655	69%	41,645	12,599	(29,046)
2901	Other Classified Salaries Substitute	-	0%	-	-	-
2905	Other Stipends	-	0%	-	-	-
2910	Other Classified Overtime	-	0%	-	-	-
Total Classified		331,349	30%	1,089,473	1,089,998	525
BENEFITS						
3101	State Teachers' Retirement System, certificated positions	-	0%	-	-	-
3102	Employer STRS Classified	-	0%	-	-	-
3201	Employer PERS Certificated	-	0%	-	-	-
3202	Public Employees' Retirement System, classified positions	-	0%	-	-	-
3301	OASDI/Medicare Certificated, Unrestricted	59,150	30%	213,252	198,615	(14,637)
3302	OASDI/Medicare Classified	25,045	30%	83,345	83,385	40
3401	Health & Welfare Benefits, Certificated	73,281	25%	286,348	293,282	6,934
3402	Health & Welfare Benefits Classified	49,236	79%	79,799	62,255	(17,544)
3501	State Unemployment Insurance Certificated	3,062	16%	14,528	19,068	4,540
3502	State Unemployment Insurance Classified	1,358	7%	13,166	18,160	4,994
3601	Worker Compensation Insurance	-	0%	59,097	55,041	(4,056)
3602	Worker Compensation Insurance	-	0%	23,097	23,108	11
3701	OPEB benefits	-	0%	-	-	-
3702	OPEB benefits	-	0%	-	-	-
3901	Other Employee Benefits	18,562	24%	76,969	76,969	0
3902	Other Employee Benefits Classified	8,592	34%	24,910	24,910	0
3903	Other Employee Benefits	-	0%	-	-	-
Total Benefits		238,286	28%	874,511	854,794	(19,717)
TOTAL PERSONAL EXPENSE		1,352,400	30%	4,751,593	4,541,072	(210,521)
BOOKS AND SUPPLIES						
4100	Approved Textbooks and Core Curriculum	22,162	85%	26,000	26,000	-
4101	Curriculum Assessment and Software	6,543	100%	458	6,543	6,085
4102	Supplemental Curriculum	-	0%	-	-	-
4200	Books and Other Reference Materials	-	0%	-	-	-
4215	CSI Materials	-	0%	-	-	-
4300	Materials and Supplies	40,257	52%	78,010	78,010	-
4315	Classroom Materials and Supplies	20,198	59%	34,485	34,485	-
4342	Materials for School Sponsored Athletics	-	0%	-	-	-
4381	Materials for Plant Maintenance	-	0%	469	469	-
4400	Noncapitalized Equipment	5,838	58%	10,000	10,000	-
4407	Student Educational Software	-	0%	-	-	-
4410	Software and Software Licensing	56,102	78%	72,223	72,223	-
4430	Noncapitalized Student Equipment	-	0%	4,365	4,365	-
4440	Student Event Materials	-	0%	-	-	-
4700	Food and Food Supplies	51,308	24%	212,000	212,000	-
Total Books and Supplies		202,407	46%	438,010	444,095	6,085
SERVICES AND OTHER OPERATING EXPENDITURES						
5100	Subagreements for Services	-	0%	-	-	-
5200	Travel and Conferences	-	0%	1,521	1,521	-
5206	Parking Expense	-	0%	-	-	-
5210	Training and Development Expense	14,000	25%	55,000	55,000	-

Bella Mente Montessori Academy FY25-26 Expense Detail

OBJECT	CATEGORY	ACTUALS AS OF OCTOBER (\$)	ACTUALS AS OF OCTOBER (%)	CURRENT YEAR INITIAL	CURRENT YEAR REVISION #1	VARIANCE
5300	Dues and Memberships	19,569	50%	39,305	39,305	-
5400	Insurance	182,418	100%	175,162	182,418	7,256
5450	Property Taxes	1,929	52%	3,696	3,696	-
5500	Operation and Housekeeping Services	71,149	38%	170,000	186,000	16,000
5501	Utilities	33,832	29%	115,000	116,000	1,000
5505	Student Transportation/Field Trips	3,723	20%	18,461	18,461	-
5600	Space Rental/Leases Expense	-	0%	-	-	-
5601	Building Maintenance	61,209	44%	139,477	139,477	-
5602	Other Space Rental	-	0%	109	109	-
5603	Engagement Space Rental	-	0%	-	-	-
5605	Equipment Rental/Lease Expense	43	2%	1,830	1,830	-
5610	Equipment Repair	231	7%	3,404	3,404	-
5621	Facilities Costs	-	0%	-	-	-
5710	Transfer of Direct Costs	-	0%	-	-	-
5800	Professional/Consulting Services and Operating Expenditures	29,709	28%	104,493	104,493	-
5803	Banking and Payroll Service Fees	5,913	30%	19,710	19,710	-
5805	Legal Services	21,448	39%	55,000	55,000	-
5806	Audit Services	3,500	35%	10,064	10,064	-
5807	Legal Settlements	-	0%	25,000	25,000	-
5809	Employee Tuition Reimbursement	-	0%	7,062	7,062	-
5810	Educational Consultants	293,777	39%	745,000	745,000	-
5811	Student Transportation	-	0%	3,218	3,218	-
5812	Other Student Activities	-	0%	-	-	-
5813	Residential Placement	-	0%	-	-	-
5815	Advertising/Recruiting	24,901	26%	95,282	95,282	-
5820	Fundraising Expense	1,836	12%	15,354	15,354	-
5825	School Pathways	-	0%	-	-	-
5830	Field Trip Expenses	8,446	52%	16,356	16,356	-
5836	Transportation Services	-	0%	666	666	-
5842	Services Student Athletics	-	0%	-	-	-
5850	Scholarships Awarded	-	0%	-	-	-
5873	Financial Services	50,000	33%	150,000	150,000	-
5874	Personnel Services	-	0%	374	374	-
5875	District Oversight Fee	-	0%	55,444	54,445	(999)
5877	IT Services	27,274	31%	87,500	87,500	-
5885	Summer School Expenses	-	0%	-	-	-
5890	Interest Expense/Fees	-	0%	9,000	9,000	-
5891	Charter School Capital Fees	-	0%	-	-	-
5892	ASB Activities Expense	-	0%	-	-	-
5894	ASB Activities Expense	-	0%	-	-	-
5899	CMO Management Fee Expense	-	0%	-	-	-
5900	Communications (Tele., Internet, Copies,Postage,Messenger)	5,676	57%	10,000	10,000	-
5901	Scholar Internet Reimbursement	-	0%	-	-	-
5998	Unallocated Credit Card Expense	-	0%	9,351	9,351	-
5999	Expense Suspense	-	0%	-	-	-
Total Services and Other Operating Expenditures		860,582	40%	2,141,839	2,165,095	23,256
CAPITAL OUTLAY						
6900	Depreciation Expense	145,877	33%	440,000	440,000	-
6901	Amortization Expense	-	0%	-	-	-
Total Capital Outlay		145,877	33%	440,000	440,000	-
OTHER OUTGOING						
7000	Miscellaneous Expense	-	0%	-	-	-
7141	Special Education Encroachment District	-	0%	-	-	-
7200	Other Transfer	-	0%	-	-	-
7201	Write Off of Prior year assets	-	0%	-	-	-
7299	All other Transfers	-	0%	-	-	-
7310	Transfer of Indirect Costs	-	0%	-	-	-
7438	Debt Service - Interest	224,794	33%	690,000	690,000	-
7439	Debt Service Amortization	-	0%	-	-	-
7619	Other Interfund Transfers out	-	0%	-	-	-
Total Other Outgoing		224,794	33%	690,000	690,000	-
TOTAL EXPENSES		2,786,059	34%	8,461,442	8,280,263	(181,179)

BELLA MENTE CHARTER SCHOOL- AGENDA ITEM VIII. 1.

TO: Board of Directors

FROM: Superintendent

DATE: December 09, 2025

SUBJECT: Review and Approve the First Interim Budget as presented by Associate School Business Manager from Charter School Management Corporation

ISSUE: Each fiscal year the charter school is required to submit an approved first interim financial report to its chartering district and the county office of education.

BACKGROUND: Local educational agencies (LEAs) are required to file two reports during a fiscal year (interim reports) on the status of the LEA's financial health. The first interim report is due December 15 for the period ending October 31. The second interim report is due March 17 for the period ending January 31. County superintendents are to report to the Superintendent of Public Instruction and the State Controller the certification for all districts in their county within 75 days after the close of the reporting period.

The interim reports must include a certification of whether or not the LEA is able to meet its financial obligations. The certifications are classified as positive, qualified, or negative. A positive certification is assigned when the district will meet its financial obligations for the current and two subsequent fiscal years. A qualified certification is assigned when the district may not meet its financial obligations for the current or two subsequent fiscal years. A negative certification is assigned when a district will be unable to meet its financial obligations for the remainder of the current year or for the subsequent fiscal year. In addition, the Superintendent of Public Instruction may reclassify the certification of any county office of education or reclassify a certification based on an appeal of a school district in accordance with the above standards.

FISCAL IMPACT/ FUNDING SOURCE: No fiscal impact.

RECOMMENDATION: Approve the First Interim Financial Report as presented by a representative from CSMC.

Respectfully Submitted,

Erin Feeley
Superintendent

**CHARTER SCHOOL
INTERIM FINANCIAL REPORT - ALTERNATIVE FORM
First Interim Report Certification**

Charter School Name: Bella Mente Montessori Academy
(continued) _____
CDS #: 37683380128223
Charter Approving Entity: Vista Unified
County: San Diego
Charter #: 1515
Fiscal Year: 2025/26

CERTIFICATION OF FINANCIAL CONDITION

- x **POSITIVE CERTIFICATION**
As the Charter School Official, I certify that based upon current projections this charter will meet its financial obligations for the current fiscal year and subsequent two fiscal years.
- QUALIFIED CERTIFICATION**
As the Charter School Official, I certify that based upon current projections this charter may not meet its financial obligations for the current fiscal year or two subsequent fiscal years.
- NEGATIVE CERTIFICATION**
As the Charter School Official, I certify that based upon current projections this charter will be unable to meet its financial obligations for the remainder of the current fiscal year or for the subsequent fiscal year.

To the entity that approved the charter school:
(x) 2025/26 CHARTER SCHOOL FIRST INTERIM FINANCIAL REPORT -- ALTERNATIVE FORM: This report has been approved, and is hereby filed by the charter school pursuant to *Education Code* Section 47604.33.

Signed: _____ Date: _____
Charter School Official
(Original signature required)

Print
Name: Erin Feeley Title: Executive Director

To the County Superintendent of Schools:
(x) 2025/26 CHARTER SCHOOL FIRST INTERIM FINANCIAL REPORT -- ALTERNATIVE FORM: This report is hereby filed with the County Superintendent pursuant to *Education Code* Section 47604.33.

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

Print
Name: _____ Title: _____

For additional information on the First Interim Report, please contact:

For Approving Entity:

James Pham
Name
Executive Director, Fiscal Services
Title
760-726-2170
Telephone
jamespham@vistausd.org
E-mail

For Charter School:

AJ Wassell
Name
CSMC
Title
619-405-3024
Phone
awassell@csmci.com
E-mail

This report has been verified for mathematical accuracy by the County Superintendent of Schools, pursuant to *Education Code* Section 47604.33.

District Advisor

Date

CHARTER SCHOOL
INTERIM FINANCIAL REPORT - ALTERNATIVE FORM
First Interim Report - Detail

Charter School Name: Bella Mente Montessori Academy
(continued)
CDS #: 37683380128223
Charter Approving Entity: Vista Unified
County: San Diego
Charter #: 1515
Fiscal Year: 2025/26

This charter school uses the following basis of accounting:

- ☒ **Accrual Basis** (Applicable Capital Assets / Interest on Long-Term Debt / Long-Term Liabilities objects are 6900, 7438, 9400-9489, and 9660-9669, 9796 and 9797)
- ☐ **Modified Accrual Basis** (Applicable Capital Outlay / Debt Service/Fund Balance objects are 6100-6170, 6200-6500, 7438, 7439 and 9711-9789)

Description	Object Code	Adopted Budget - July 1			Actuals thru 10/31			1st Interim Budget		
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
A. REVENUES										
1. LCFF Sources										
State Aid - Current Year	8011	3,538,966.00		3,538,966.00	1,023,142.00		1,023,142.00	3,507,667.00		3,507,667.00
Education Protection Account State Aid - Current Year	8012	81,792.00		81,792.00	20,527.00		20,527.00	78,994.00		78,994.00
State Aid - Prior Years	8019			-			-			-
Transfers to Charter Schools in Lieu of Property Taxes	8096	1,923,600.61		1,923,600.61	484,988.68		484,988.68	1,857,801.00		1,857,801.00
Other LCFF Transfers	8091, 8097			-			-			-
Total, LCFFSources		5,544,358.61	-	5,544,358.61	1,528,657.68	-	1,528,657.68	5,444,462.00	-	5,444,462.00
2. Federal Revenues										
No Child Left Behind/Every Student Succeeds Act	8290		126,112.00	126,112.00			-		134,326.00	134,326.00
Special Education - Federal	8181, 8182		69,010.24	69,010.24			-		61,480.00	61,480.00
Child Nutrition - Federal	8220		135,586.00	135,586.00			-		135,586.00	135,586.00
Donated Food Commodities	8221			-			-			-
Other Federal Revenues	8110, 8260-8299	-		-			-			-
Total, Federal Revenues		-	330,708.24	330,708.24	-	-	-	-	331,392.00	331,392.00
3. Other State Revenues										
Special Education - State	StateRevSE		384,617.83	384,617.83		110,848.00	110,848.00		395,395.00	395,395.00
All Other State Revenues	StateRevAO	86,503.22	1,255,767.72	1,342,270.94		194,029.22	194,029.22	83,149.00	1,321,952.00	1,405,101.00
Total, Other State Revenues		86,503.22	1,640,385.55	1,726,888.77	-	304,877.22	304,877.22	83,149.00	1,717,347.00	1,800,496.00
4. Other Local Revenues										
All Other Local Revenues	LocalRevAO	210,000.00		210,000.00	65,299.36		65,299.36	217,140.00		217,140.00
Total, Local Revenues		210,000.00	-	210,000.00	65,299.36	-	65,299.36	217,140.00	-	217,140.00
5. TOTAL REVENUES		5,840,861.83	1,971,093.79	7,811,955.62	1,593,957.04	304,877.22	1,898,834.26	5,744,751.00	2,048,739.00	7,793,490.00
B. EXPENDITURES										
1. Certificated Salaries										
Certificated Teachers' Salaries	1100	1,873,306.53	270,000.00	2,143,306.53	475,053.57	116,652.42	591,705.99	1,730,459.40	330,000.00	2,060,459.40
Certificated Pupil Support Salaries	1200	104,745.31	45,000.00	149,745.31	20,496.84	22,287.36	42,784.20	104,745.40	45,000.00	149,745.40
Certificated Supervisors' and Administrators' Salaries	1300	299,557.10	195,000.00	494,557.10	101,072.15	47,202.67	148,274.82	191,075.31	195,000.00	386,075.31
Other Certificated Salaries	1900	-	-	-			-			-
Total, Certificated Salaries		2,277,608.94	510,000.00	2,787,608.94	596,622.56	186,142.45	782,765.01	2,026,280.11	570,000.00	2,596,280.11
2. Non-certificated Salaries										
Non-certificated Instructional Aides' Salaries	2100	299,968.40	125,000.00	424,968.40	81,070.36	28,603.94	109,674.30	324,332.28	125,000.00	449,332.28
Non-certificated Support Salaries	2200	91,051.84	30,000.00	121,051.84	43,446.19	8,031.29	51,477.48	116,749.40	30,000.00	146,749.40
Non-certificated Supervisors' and Administrators' Sal.	2300	113,037.85	50,000.00	163,037.85	63,778.64	13,504.23	77,282.87	113,037.85	50,000.00	163,037.85
Clerical and Office Salaries	2400	263,769.60	75,000.00	338,769.60	82,545.30	1,714.24	84,259.54	243,279.20	75,000.00	318,279.20
Other Non-certificated Salaries	2900	41,645.00		41,645.00	8,654.91	-	8,654.91	12,599.28		12,599.28
Total, Non-certificated Salaries		809,472.69	280,000.00	1,089,472.69	279,495.40	51,853.70	331,349.10	809,998.01	280,000.00	1,089,998.01
3. Employee Benefits										
STRS	3101-3102	-	-	-			-			-
PERS	3201-3202	-	-	-			-			-
OASDI / Medicare / Alternative	3301-3302	236,161.74	60,435.00	296,596.74	66,212.86	17,982.31	84,195.17	216,975.40	65,025.00	282,000.40
Health and Welfare Benefits	3401-3402	291,540.55	74,606.72	366,147.27	97,558.37	24,958.31	122,516.68	273,555.54	81,981.46	355,537.00
Unemployment Insurance	3501-3502	22,051.03	5,642.97	27,694.00	4,420.07		4,420.07	28,643.79	8,584.21	37,228.00
Workers' Compensation Insurance	3601-3602	65,446.13	16,748.00	82,194.13			-	60,129.02	18,019.98	78,149.00
OPEB, Allocated	3701-3702			-			-			-
OPEB, Active Employees	3751-3752			-			-			-
Other Employee Benefits	3901-3902	81,120.63	20,759.18	101,879.81	17,603.43	9,550.59	27,154.02	78,388.01	23,491.99	101,880.00
Total, Employee Benefits		696,320.08	178,191.87	874,511.95	185,794.73	52,491.21	238,285.94	657,691.76	197,102.64	854,794.40
4. Books and Supplies										
Approved Textbooks and Core Curricula Materials	4100	25,458.00	1,000.00	26,458.00	28,704.95		28,704.95	31,543.40	1,000.00	32,543.40
Books and Other Reference Materials	4200			-			-			-
Materials and Supplies	4300	92,963.69	20,000.00	112,963.69	59,759.62	694.76	60,454.38	92,963.69	20,000.00	112,963.69
Noncapitalized Equipment	4400	71,587.72	15,000.00	86,587.72	61,940.06		61,940.06	71,587.72	15,000.00	86,587.72
Food	4700	-	212,000.00	212,000.00	1,008.00	50,299.55	51,307.55	-	212,000.00	212,000.00
Total, Books and Supplies		190,009.41	248,000.00	438,009.41	151,412.63	50,994.31	202,406.94	196,094.81	248,000.00	444,094.81
5. Services and Other Operating Expenditures										
Subagreements for Services	5100	-	-	-			-			-
Travel and Conferences	5200	55,521.06	1,000.00	56,521.06	14,000.10		14,000.10	55,521.06	1,000.00	56,521.06
Dues and Memberships	5300	31,805.41	7,500.00	39,305.41	19,569.00		19,569.00	31,805.41	7,500.00	39,305.41
Insurance	5400	178,857.94	-	178,857.94	184,346.34		184,346.34	186,114.00	-	186,114.00
Operations and Housekeeping Services	5500	258,460.60	45,000.00	303,460.60	107,744.17	960.00	108,704.17	275,460.50	45,000.00	320,460.50
Rentals, Leases, Repairs, and Noncap. Improvements	5600	138,819.95	6,000.00	144,819.95	61,483.13		61,483.13	138,819.95	6,000.00	144,819.95
Transfers of Direct Costs	5700-5799			-			-			-
Professional/Consulting Services and Operating Expend.	5800	649,523.16	750,000.00	1,399,523.16	177,907.18	288,896.13	466,803.31	648,523.50	750,000.00	1,398,523.50
Communications	5900	19,350.92		19,350.92	5,675.60		5,675.60	19,350.92		19,350.92
Total, Services and Other Operating Expenditures		1,332,339.04	809,500.00	2,141,839.04	570,725.52	289,856.13	860,581.65	1,355,595.34	809,500.00	2,165,095.34

CHARTER SCHOOL
INTERIM FINANCIAL REPORT - ALTERNATIVE FORM
First Interim Report - Detail

Charter School Name: Bella Mente Montessori Academy
(continued)
CDS #: 37683380128223
Charter Approving Entity: Vista Unified
County: San Diego
Charter #: 1515
Fiscal Year: 2025/26

This charter school uses the following basis of accounting:

- ☒ **Accrual Basis** (Applicable Capital Assets / Interest on Long-Term Debt / Long-Term Liabilities objects are 6900, 7438, 9400-9489, and 9660-9669, 9796 and 9797)
- ☐ **Modified Accrual Basis** (Applicable Capital Outlay / Debt Service/Fund Balance objects are 6100-6170, 6200-6500, 7438, 7439 and 9711-9789)

Description	Object Code	Adopted Budget - July 1			Actuals thru 10/31			1st Interim Budget		
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
6. Capital Outlay (Objects 6100-6170, 6200-6500 for modified accrual basis only)										
Land and Land Improvements	6100-6170			-			-			-
Buildings and Improvements of Buildings	6200			-			-			-
Books and Media for New School Libraries or Major Expansion of School Libraries										
Equipment	6300			-			-			-
Equipment Replacement	6400			-			-			-
Lease Assets	6500			-			-			-
Subscription Assets	6600			-						
Depreciation Expense (for accrual basis only)	6700			-						
Amortization Expense-Lease Assets	6900	440,000.00		440,000.00	145,877.12		145,877.12	440,000.00		440,000.00
Amortization Expense-Subscription Assets	6910			-						
	6920			-						
Total, Capital Outlay		440,000.00	-	440,000.00	145,877.12	-	145,877.12	440,000.00	-	440,000.00
7. Other Outgo										
Tuition to Other Schools	7110-7143	-		-			-			-
Transfers of Pass-through Revenues to Other LEAs	7211-7213	-		-			-			-
Transfers of Apportionments to Other LEAs - Spec. Ed.	7221-7223SE	-		-			-			-
Transfers of Apportionments to Other LEAs - All Other	7221-7223AO	-		-			-			-
All Other Transfers	7281-7299	-		-			-			-
Transfers of Indirect Costs	7300-7399	-	-	-	-	-	-	-	-	-
Debt Service:										
Interest	7438	690,000.00		690,000.00	224,793.58		224,793.58	690,000.00		690,000.00
Principal (for modified accrual basis only)	7439			-			-			-
Total, Other Outgo		690,000.00	-	690,000.00	224,793.58	-	224,793.58	690,000.00	-	690,000.00
8. TOTAL EXPENDITURES		6,435,750.16	2,025,691.87	8,461,442.03	2,154,721.54	631,337.80	2,786,059.34	6,175,660.03	2,104,602.64	8,280,262.67
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)										
		(594,888.32)	(54,598.09)	(649,486.41)	(560,764.50)	(326,460.58)	(887,225.08)	(430,909.03)	(55,863.64)	(486,772.67)
D. OTHER FINANCING SOURCES / USES										
1. Other Sources	8930-8979			-			-			-
2. Less: Other Uses	7630-7699			-			-			-
3. Contributions Between Unrestricted and Restricted Accounts (must net to zero)										
	8980-8999	(54,598.09)	54,598.09	-	(326,460.58)	326,460.58	-	(55,863.64)	55,863.64	-
4. TOTAL OTHER FINANCING SOURCES / USES		(54,598.09)	54,598.09	-	(326,460.58)	326,460.58	-	(55,863.64)	55,863.64	-
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)										
		(649,486.41)	0.00	(649,486.41)	(887,225.08)	-	(887,225.08)	(486,772.67)	0.00	(486,772.67)
F. FUND BALANCE, RESERVES										
1. Beginning Fund Balance										
a. As of July 1	9791	7,507,467.95	28,063.30	7,535,531.25			-	7,507,467.95	28,063.30	7,535,531.25
b. Adjustments to Beginning Balance	9793, 9795			-			-			-
c. Adjusted Beginning Balance		7,507,467.95	28,063.30	7,535,531.25	-	-	-	7,507,467.95	28,063.30	7,535,531.25
2. Ending Fund Balance, June 30 (E + F.1.c.)		6,857,981.54	28,063.30	6,886,044.84	(887,225.08)	-	(887,225.08)	7,020,695.28	28,063.30	7,048,758.58
Components of Ending Fund Balance :										
a. Nonspendable										
Revolving Cash (equals object 9130)	9711			-			-			-
Stores (equals object 9320)	9712			-			-			-
Prepaid Expenditures (equals object 9330)	9713			-			-			-
All Others	9719			-			-			-
b Restricted	9740			-			-			-
c. Committed										
Stabilization Arrangements	9750			-			-			-
Other Commitments	9760			-			-			-
d. Assigned										
Other Assignments	9780			-			-			-
e Unassigned/Unappropriated										
Reserve for Economic Uncertainties	9789			-			-			-
Unassigned/Unappropriated Amount	9790	6,857,981.54	28,063.30	6,886,044.84	(887,225.08)	-	(887,225.08)	7,020,695.28	28,063.30	7,048,758.58

CHARTER SCHOOL
INTERIM FINANCIAL REPORT - ALTERNATIVE FORM
First Interim Report - Summary

Charter School Name: Bella Mente Montessori Academy
(continued)
CDS #: 37683380128223
Charter Approving Entity: Vista Unified
County: San Diego
Charter #: 1515
Fiscal Year: 2025/26

					1st Interim vs. Adopted Budget Increase, (Decrease)	
Description	Object Code	7/1 Adopted Budget (X)	Actuals thru 10/31 (Y)	1st Interim Budget (Z)	\$ Difference (Z) vs. (X)	% Change (Z) vs. (X)
A. REVENUES						
1. LCFF/Revenue Limit Sources						
State Aid - Current Year	8011	3,538,966.00	1,023,142.00	3,507,667.00	(31,299.00)	-0.88%
Education Protection Account State Aid - Current Year	8012	81,792.00	20,527.00	78,994.00	(2,798.00)	-3.42%
State Aid - Prior Years	8019	-	-	-	-	
Transfers to Charter Schools Funding in Lieu of Property Taxes	8096	1,923,600.61	484,988.68	1,857,801.00	(65,799.61)	-3.42%
Other LCFF Transfers	8091, 8097	-	-	-	-	
Total, LCFF Sources		5,544,358.61	1,528,657.68	5,444,462.00	(99,896.61)	-1.80%
2. Federal Revenues						
No Child Left Behind/Every Student Succeeds Act	8290	126,112.00	-	134,326.00	8,214.00	6.51%
Special Education - Federal	8181, 8182	69,010.24	-	61,480.00	(7,530.24)	-10.91%
Child Nutrition - Federal	8220	135,586.00	-	135,586.00	-	0.00%
Donated Food Commodities	8221	-	-	-	-	
Other Federal Revenues	8110, 8260-8299	-	-	-	-	
Total, Federal Revenues		330,708.24	-	331,392.00	683.76	0.21%
3. Other State Revenues						
Special Education - State	StateRevSE	384,617.83	110,848.00	395,395.00	10,777.17	2.80%
All Other State Revenues	StateRevAO	1,342,270.94	194,029.22	1,405,101.00	62,830.06	4.68%
Total, Other State Revenues		1,726,888.77	304,877.22	1,800,496.00	73,607.23	4.26%
4. Other Local Revenues						
All Other Local Revenues	LocalRevAO	210,000.00	65,299.36	217,140.00	7,140.00	3.40%
Total, Local Revenues		210,000.00	65,299.36	217,140.00	7,140.00	3.40%
5. TOTAL REVENUES		7,811,955.62	1,898,834.26	7,793,490.00	(18,465.62)	-0.24%
B. EXPENDITURES						
1. Certificated Salaries						
Certificated Teachers' Salaries	1100	2,143,306.53	591,705.99	2,060,459.40	(82,847.13)	-3.87%
Certificated Pupil Support Salaries	1200	149,745.31	42,784.20	149,745.40	0.09	0.00%
Certificated Supervisors' and Administrators' Salaries	1300	494,557.10	148,274.82	386,075.31	(108,481.79)	-21.94%
Other Certificated Salaries	1900	-	-	-	-	
Total, Certificated Salaries		2,787,608.94	782,765.01	2,596,280.11	(191,328.83)	-6.86%
2. Non-certificated Salaries						
Non-certificated Instructional Aides' Salaries	2100	424,968.40	109,674.30	449,332.28	24,363.88	5.73%
Non-certificated Support Salaries	2200	121,051.84	51,477.48	146,749.40	25,697.56	21.23%
Non-certificated Supervisors' and Administrators' Sal.	2300	163,037.85	77,282.87	163,037.85	-	0.00%
Clerical and Office Salaries	2400	338,769.60	84,259.54	318,279.20	(20,490.40)	-6.05%
Other Non-certificated Salaries	2900	41,645.00	8,654.91	12,599.28	(29,045.72)	-69.75%
Total, Non-certificated Salaries		1,089,472.69	331,349.10	1,089,998.01	525.32	0.05%
3. Employee Benefits						
STRS	3101-3102	-	-	-	-	
PERS	3201-3202	-	-	-	-	
OASDI / Medicare / Alternative	3301-3302	296,596.74	84,195.17	282,000.40	(14,596.34)	-4.92%
Health and Welfare Benefits	3401-3402	366,147.27	122,516.68	355,537.00	(10,610.27)	-2.90%
Unemployment Insurance	3501-3502	27,694.00	4,420.07	37,228.00	9,534.00	34.43%
Workers' Compensation Insurance	3601-3602	82,194.13	-	78,149.00	(4,045.13)	-4.92%
OPEB, Allocated	3701-3702	-	-	-	-	
OPEB, Active Employees	3751-3752	-	-	-	-	
Other Employee Benefits	3901-3902	101,879.81	27,154.02	101,880.00	0.19	0.00%
Total, Employee Benefits		874,511.95	238,285.94	854,794.40	(19,717.55)	-2.25%

**CHARTER SCHOOL
INTERIM FINANCIAL REPORT - ALTERNATIVE FORM
First Interim Report - Summary**

Charter School Name: Bella Mente Montessori Academy
(continued)
CDS #: 37683380128223
Charter Approving Entity: Vista Unified
County: San Diego
Charter #: 1515
Fiscal Year: 2025/26

					1st Interim vs. Adopted Budget Increase, (Decrease)	
Description	Object Code	7/1 Adopted Budget (X)	Actuals thru 10/31 (Y)	1st Interim Budget (Z)	\$ Difference (Z) vs. (X)	% Change (Z) vs. (X)
4. Books and Supplies						
Approved Textbooks and Core Curricula Materials	4100	26,458.00	28,704.95	32,543.40	6,085.40	23.00%
Books and Other Reference Materials	4200	-	-	-	-	
Materials and Supplies	4300	112,963.69	60,454.38	112,963.69	-	0.00%
Noncapitalized Equipment	4400	86,587.72	61,940.06	86,587.72	-	0.00%
Food	4700	212,000.00	51,307.55	212,000.00	-	0.00%
Total, Books and Supplies		438,009.41	202,406.94	444,094.81	6,085.40	1.39%
5. Services and Other Operating Expenditures						
Subagreements for Services	5100	-	-	-	-	
Travel and Conferences	5200	56,521.06	14,000.10	56,521.06	-	0.00%
Dues and Memberships	5300	39,305.41	19,569.00	39,305.41	-	0.00%
Insurance	5400	178,857.94	184,346.34	186,114.00	7,256.06	4.06%
Operations and Housekeeping Services	5500	303,460.60	108,704.17	320,460.50	16,999.90	5.60%
Rentals, Leases, Repairs, and Noncap. Improvements	5600	144,819.95	61,483.13	144,819.95	-	0.00%
Transfers of Direct Costs	5700-5799	-	-	-	-	
Professional/Consulting Services and Operating Expend.	5800	1,399,523.16	466,803.31	1,398,523.50	(999.66)	-0.07%
Communications	5900	19,350.92	5,675.60	19,350.92	-	0.00%
Total, Services and Other Operating Expenditures		2,141,839.04	860,581.65	2,165,095.34	23,256.30	1.09%
6. Capital Outlay (Objects 6100-6170, 6200-6500 modified accrual basis only)						
Land and Land Improvements	6100-6170	-	-	-	-	
Buildings and Improvements of Buildings	6200	-	-	-	-	
Books and Media for New School Libraries or Major Expansion of School Libraries	6300	-	-	-	-	
Equipment	6400	-	-	-	-	
Equipment Replacement	6500	-	-	-	-	
Lease Assets	6600	-	-	-	-	
Subscription Assets	6700	-	-	-	-	
Depreciation Expense (for accrual basis only)	6900	440,000.00	145,877.12	440,000.00	-	0.00%
Amortization Expense-Lease Assets	6910	-	-	-	-	
Amortization Expense-Subscription Assets	6920	-	-	-	-	
Total, Capital Outlay		440,000.00	145,877.12	440,000.00	-	0.00%
7. Other Outgo						
Tuition to Other Schools	7110-7143	-	-	-	-	
Transfers of Pass-through Revenues to Other LEAs	7211-7213	-	-	-	-	
Transfers of Apportionments to Other LEAs - Spec. Ed.	7221-7223SE	-	-	-	-	
Transfers of Apportionments to Other LEAs - All Other	7221-7223AO	-	-	-	-	
All Other Transfers	7281-7299	-	-	-	-	
Transfers of Indirect Costs	7300-7399	-	-	-	-	
Debt Service:						
Interest	7438	690,000.00	224,793.58	690,000.00	-	0.00%
Principal (for modified accrual basis only)	7439	-	-	-	-	
Total, Other Outgo		690,000.00	224,793.58	690,000.00	-	0.00%
8. TOTAL EXPENDITURES		8,461,442.03	2,786,059.34	8,280,262.67	(181,179.36)	-2.14%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)		(649,486.41)	(887,225.08)	(486,772.67)	162,713.74	-25.05%

CHARTER SCHOOL
INTERIM FINANCIAL REPORT - ALTERNATIVE FORM
First Interim Report - Summary

Charter School Name: Bella Mente Montessori Academy
(continued)
CDS #: 37683380128223
Charter Approving Entity: Vista Unified
County: San Diego
Charter #: 1515
Fiscal Year: 2025/26

					1st Interim vs. Adopted Budget Increase, (Decrease)	
Description	Object Code	7/1 Adopted Budget (X)	Actuals thru 10/31 (Y)	1st Interim Budget (Z)	\$ Difference (Z) vs. (X)	% Change (Z) vs. (X)
D. OTHER FINANCING SOURCES / USES						
1. Other Sources	8930-8979	-	-	-	-	
2. Less: Other Uses	7630-7699	-	-	-	-	
3. Contributions Between Unrestricted and Restricted Accounts (must net to zero)	8980-8999	-	-	-	-	
4. TOTAL OTHER FINANCING SOURCES / USES		-	-	-	-	
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)		(649,486.41)	(887,225.08)	(486,772.67)	162,713.74	-25.05%
F. FUND BALANCE, RESERVES						
1. Beginning Fund Balance						
a. As of July 1	9791	7,535,531.25	-	7,535,531.25	-	0.00%
b. Adjustments/Restatements	9793, 9795	-	-	-	-	
c. Adjusted Beginning Fund Balance		7,535,531.25	-	7,535,531.25		
2. Ending Fund Balance, June 30 (E + F.1.c.)		6,886,044.84	(887,225.08)	7,048,758.58		
Components of Ending Fund Balance :						
a. Nonspendable						
Revolving Cash (equals object 9130)	9711	-	-	-	-	
Stores (equals object 9320)	9712	-	-	-	-	
Prepaid Expenditures (equals object 9330)	9713	-	-	-	-	
All Others	9719	-	-	-	-	
b. Restricted	9740	-	-	-	-	
c. Committed						
Stabilization Arrangements	9750	-	-	-	-	
Other Commitments	9760	-	-	-	-	
d. Assigned						
Other Assignments	9780	-	-	-	-	
e. Unassigned/Unappropriated						
Reserve for Economic Uncertainties	9789	-	-	-	-	
Unassigned/Unappropriated Amount	9790	6,886,044.84	(887,225.08)	7,048,758.58	162,713.74	2.36%

**CHARTER SCHOOL
MULTI-YEAR PROJECTION - ALTERNATIVE FORM
First Interim Report - MYP**

Charter School Name: Bella Mente Montessori Academy
(continued) _____
CDS #: 37683380128223
Charter Approving Entity: Vista Unified
County: San Diego
Charter #: 1515
Fiscal Year: 2025/26

This charter school uses the following basis of accounting:

- ☒ **Accrual Basis** (Applicable Capital Assets / Interest on Long-Term Debt / Long-Term Liabilities objects are 6900, 7438, 9400-9499, and 9660-9669)
- ☐ **Modified Accrual Basis** (Applicable Capital Outlay / Debt Service /Fund Balance objects are 6100-6170, 6200-6500, 7438, 7439 and 9711-9789)

Description	Object Code	FY 2025/26			Totals for 2026/27	Totals for 2027/28
		Unrestricted	Restricted	Total		
A. REVENUES						
1. LCFF Sources						
State Aid - Current Year	8011	3,507,667.00	0.00	3,507,667.00	4,256,299.00	4,758,289.00
Education Protection Account State Aid - Current Year	8012	78,994.00	0.00	78,994.00	92,352.00	98,112.00
State Aid - Prior Years	8019	0.00	0.00	0.00		
Transfers of Charter Schools in Lieu of Property Taxes	8096	1,857,801.00	0.00	1,857,801.00	2,171,952.81	2,307,417.64
Other LCFF Transfers	8091, 8097	0.00	0.00	0.00		
Total, LCFF Sources		5,444,462.00	0.00	5,444,462.00	6,520,603.81	7,163,818.64
2. Federal Revenues						
Every Student Succeeds Act (Title I - V)	8290	0.00	134,326.00	134,326.00	126,112.00	126,112.00
Special Education - Federal	8181, 8182	0.00	61,480.00	61,480.00	69,335.76	78,287.56
Child Nutrition - Federal	8220	0.00	135,586.00	135,586.00	135,586.00	135,586.00
Donated Food Commodities	8221	0.00	0.00	0.00		
Other Federal Revenues	8110, 8260-8299	0.00	0.00	0.00		
Total, Federal Revenues		0.00	331,392.00	331,392.00	331,033.76	339,985.56
3. Other State Revenues						
Special Education - State	StateRevSE	0.00	395,395.00	395,395.00	431,964.00	457,526.00
All Other State Revenues	StateRevAO	83,149.00	1,321,952.00	1,405,101.00	1,105,067.00	1,034,256.00
Total, Other State Revenues		83,149.00	1,717,347.00	1,800,496.00	1,537,031.00	1,491,782.00
4. Other Local Revenues						
All Other Local Revenues	LocalRevAO	217,140.00	0.00	217,140.00	210,000.00	200,000.00
Total, Local Revenues		217,140.00	0.00	217,140.00	210,000.00	200,000.00
5. TOTAL REVENUES		5,744,751.00	2,048,739.00	7,793,490.00	8,598,668.57	9,195,586.20
B. EXPENDITURES						
1. Certificated Salaries						
Certificated Teachers' Salaries	1100	1,730,459.40	330,000.00	2,060,459.40	2,171,668.59	2,306,818.65
Certificated Pupil Support Salaries	1200	104,745.40	45,000.00	149,745.40	152,740.31	157,322.52
Certificated Supervisors' and Administrators' Salaries	1300	191,075.31	195,000.00	386,075.31	393,796.82	405,610.72
Other Certificated Salaries	1900	0.00	0.00	0.00	0.00	0.00
Total, Certificated Salaries		2,026,280.11	570,000.00	2,596,280.11	2,718,205.71	2,869,751.88
2. Non-certificated Salaries						
Non-certificated Instructional Aides' Salaries	2100	324,332.28	125,000.00	449,332.28	458,318.92	547,068.49
Non-certificated Support Salaries	2200	116,749.40	30,000.00	146,749.40	149,684.39	154,174.92
Non-certificated Supervisors' and Administrators' Sal.	2300	113,037.85	50,000.00	163,037.85	166,298.61	171,287.57
Clerical and Office Salaries	2400	243,279.20	75,000.00	318,279.20	324,644.78	334,384.13
Other Non-certificated Salaries	2900	12,599.28	0.00	12,599.28	12,851.27	13,236.80
Total, Non-certificated Salaries		809,998.01	280,000.00	1,089,998.01	1,111,797.97	1,220,151.90

**CHARTER SCHOOL
MULTI-YEAR PROJECTION - ALTERNATIVE FORM
First Interim Report - MYP**

Charter School Name: Bella Mente Montessori Academy
(continued) _____
CDS #: 37683380128223
Charter Approving Entity: Vista Unified
County: San Diego
Charter #: 1515
Fiscal Year: 2025/26

Description	Object Code	FY 2025/26			Totals for 2026/27	Totals for 2027/28
		Unrestricted	Restricted	Total		
3. Employee Benefits						
STRS	3101-3102	0.00	0.00	0.00		
PERS	3201-3202	0.00	0.00	0.00		
OASDI / Medicare / Alternative	3301-3302	216,975.40	65,025.00	282,000.40	292,995.28	312,877.64
Health and Welfare Benefits	3401-3402	273,555.54	81,981.46	355,537.00	362,647.74	373,527.17
Unemployment Insurance	3501-3502	28,643.79	8,584.21	37,228.00	37,972.56	39,111.74
Workers' Compensation Insurance	3601-3602	60,129.02	18,019.98	78,149.00	79,711.98	82,103.34
OPEB, Allocated	3701-3702	0.00	0.00	0.00		
OPEB, Active Employees	3751-3752	0.00	0.00	0.00		
Other Employee Benefits	3901-3902	78,388.01	23,491.99	101,880.00	103,917.60	107,035.13
Total, Employee Benefits		657,691.76	197,102.64	854,794.40	877,245.16	914,655.02
4. Books and Supplies						
Approved Textbooks and Core Curricula Materials	4100	31,543.40	1,000.00	32,543.40	33,194.27	34,190.10
Books and Other Reference Materials	4200	0.00	0.00	0.00	0.00	0.00
Materials and Supplies	4300	92,963.69	20,000.00	112,963.69	115,222.96	118,679.65
Noncapitalized Equipment	4400	71,587.72	15,000.00	86,587.72	88,319.47	90,969.06
Food	4700	0.00	212,000.00	212,000.00	216,240.00	222,727.20
Total, Books and Supplies		196,094.81	248,000.00	444,094.81	452,976.71	466,566.01
5. Services and Other Operating Expenditures						
Subagreements for Services	5100	0.00	0.00	0.00		
Travel and Conferences	5200	55,521.06	1,000.00	56,521.06	57,651.48	59,381.03
Dues and Memberships	5300	31,805.41	7,500.00	39,305.41	40,091.52	41,294.26
Insurance	5400	186,114.00	0.00	186,114.00	189,836.28	195,531.37
Operations and Housekeeping Services	5500	275,460.50	45,000.00	320,460.50	326,869.71	336,675.80
Rentals, Leases, Repairs, and Noncap. Improvements	5600	138,819.95	6,000.00	144,819.95	147,716.35	152,147.84
Transfers of Direct Costs	5700-5799	0.00	0.00	0.00	0.00	0.00
Professional/Consulting Services and Operating Expend.	5800	648,523.50	750,000.00	1,398,523.50	1,426,493.97	1,469,288.79
Communications	5900	19,350.92	0.00	19,350.92	19,737.94	20,330.08
Total, Services and Other Operating Expenditures		1,355,595.34	809,500.00	2,165,095.34	2,208,397.25	2,274,649.16
6. Capital Outlay (Obj. 6100-6170, 6200-6500 for mod. accr. basis only)						
Land and Land Improvements	6100-6170	0.00	0.00	0.00		
Buildings and Improvements of Buildings	6200	0.00	0.00	0.00		
Books and Media for New School Libraries or Major Expansion of School Libraries	6300	0.00	0.00	0.00		
Equipment	6400	0.00	0.00	0.00		
Equipment Replacement	6500	0.00	0.00	0.00		
Lease Assets	6600	0.00	0.00	0.00		
Subscription Assets	6700	0.00	0.00	0.00		
Depreciation Expense (for accrual basis only)	6900	440,000.00	0.00	440,000.00	448,800.00	462,264.00
Amortization Expense-Lease Assets	6910	0.00	0.00	0.00		
Amortization Expense-Subscription Assets	6920	0.00	0.00	0.00		
Total, Capital Outlay		440,000.00	0.00	440,000.00	448,800.00	462,264.00
7. Other Outgo						
Tuition to Other Schools	7110-7143	0.00	0.00	0.00		
Transfers of Pass-through Revenues to Other LEAs	7211-7213	0.00	0.00	0.00		
Transfers of Apportionments to Other LEAs - Spec. Ed.	7221-7223SE	0.00	0.00	0.00		
Transfers of Apportionments to Other LEAs - All Other	7221-7223AO	0.00	0.00	0.00		
All Other Transfers	7280-7299	0.00	0.00	0.00		
Transfers of Indirect Costs	7300-7399	0.00	0.00	0.00		
Debt Service:						
Interest	7438	690,000.00	0.00	690,000.00	670,000.00	650,000.00
Principal (for modified accrual basis only)	7439	0.00	0.00	0.00		
Total, Other Outgo		690,000.00	0.00	690,000.00	670,000.00	650,000.00

CHARTER SCHOOL
MULTI-YEAR PROJECTION - ALTERNATIVE FORM
First Interim Report - MYP

Charter School Name: Bella Mente Montessori Academy
(continued) _____
CDS #: 37683380128223
Charter Approving Entity: Vista Unified
County: San Diego
Charter #: 1515
Fiscal Year: 2025/26

8. TOTAL EXPENDITURES		6,175,660.03	2,104,602.64	8,280,262.67	8,487,422.79	8,858,037.98
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)		(430,909.03)	(55,863.64)	(486,772.67)	111,245.77	337,548.22

CHARTER SCHOOL
MULTI-YEAR PROJECTION - ALTERNATIVE FORM
First Interim Report - MYP

Charter School Name: Bella Mente Montessori Academy
(continued) _____
CDS #: 37683380128223
Charter Approving Entity: Vista Unified
County: San Diego
Charter #: 1515
Fiscal Year: 2025/26

Description	Object Code	FY 2025/26			Totals for 2026/27	Totals for 2027/28
		Unrestricted	Restricted	Total		
D. OTHER FINANCING SOURCES / USES						
1. Other Sources	8930-8979	0.00	0.00	0.00		
2. Less: Other Uses	7630-7699	0.00	0.00	0.00		
3. Contributions Between Unrestricted and Restricted Accounts (must net to zero)	8980-8999	(55,863.64)	55,863.64	0.00		
4. TOTAL OTHER FINANCING SOURCES / USES		(55,863.64)	55,863.64	0.00	0.00	0.00
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)		(486,772.67)	0.00	(486,772.67)	111,245.77	337,548.22
F. FUND BALANCE, RESERVES						
1. Beginning Fund Balance						
a. As of July 1	9791	7,507,467.95	28,063.30	7,535,531.25	7,048,758.58	7,160,004.36
b. Adjustments/Restatements	9793, 9795	0.00	0.00	0.00		
c. Adjusted Beginning Balance		7,507,467.95	28,063.30	7,535,531.25	7,048,758.58	7,160,004.36
2. Ending Fund Balance, June 30 (E + F.1.c.)		7,020,695.28	28,063.30	7,048,758.58	7,160,004.36	7,497,552.58
Components of Ending Fund Balance:						
a. Nonspendable						
Revolving Cash (equals object 9130)	9711	0.00	0.00	0.00		
Stores (equals object 9320)	9712	0.00	0.00	0.00		
Prepaid Expenditures (equals object 9330)	9713	0.00	0.00	0.00		
All Others	9719	0.00	0.00	0.00		
b. Restricted	9740		0.00	0.00		
c. Committed						
Stabilization Arrangements	9750	0.00	0.00	0.00		
Other Commitments	9760	0.00	0.00	0.00		
d. Assigned						
Other Assignments	9780	0.00	0.00	0.00		
e. Unassigned/Unappropriated						
Reserve for Economic Uncertainties	9789	0.00	0.00	0.00		
Unassigned/Unappropriated Amount	9790	7,020,695.28	28,063.30	7,048,758.58	7,160,004.36	7,497,552.58

BELLA MENTE CHARTER SCHOOL- AGENDA ITEM F 2.

TO: Board of Directors

FROM: Superintendent

DATE: December 9, 2025

SUBJECT: Review 2024-2025 Audit

ISSUE: By December 15 of each year, per education code 47605(m) and 41020(h), a charter school's prior year audit is due to the chartering authority, COE, State Superintendent of Public Instruction and State Controller.

BACKGROUND:

Charter schools in California are required to follow and adhere to generally accepted accounting principles (GAAP); failure to do so may result in revocation of a charter. Charter schools can process accounting transactions and prepare financial reports for unaudited and auditing purposes using either the nonprofit reporting method, or governmental accounting standards. The charter petition should state which method of reporting the charter school will use. California Code of Regulations (CCR), Title 5, section 15071 requires that charter schools follow the California School Accounting Manual (CSAM), issued by the CDE's School Fiscal Services Division. The CSAM provides guidance for school district and charter school accounting and is available from the CDE's website at www.cde.ca.gov/fg/ac/sa. All charter school accounting personnel should be familiar with and have access to this manual.

Although their financial reports may be prepared using nonprofit reporting methods, charter schools are considered local government entities; therefore, the independent audit must be conducted based on governmental auditing standards and the provisions listed in the Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting, published by the Education Audit Appeals Panel (EAAP) and available at www.eaap.ca.gov.

The annual audit was conducted by Wilkinson, Hadley, King and Co LLP.

FISCAL IMPACT/ FUNDING SOURCE: N/A

RECOMMENDATION: Approve the 2024-2025 audit as presented.

Respectfully Submitted,

Erin Feeley
Superintendent



Bella Mente Montessori Academy Charter School

Charter #1515

Financial Statements

June 30, 2025



Bella Mente Montessori Academy Charter School

Financial Statements
Year Ended June 30, 2025

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Independent Auditor's Report

To the Board of Directors
Bella Mente Montessori Academy Charter School

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of Bella Mente Montessori Academy Charter School (a nonprofit organization), which comprise the statement of financial position as of June 30, 2025, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Bella Mente Montessori Academy Charter School as of June 30, 2025, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Bella Mente Montessori Academy Charter School and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Bella Mente Montessori Academy Charter School's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives 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 to issue an auditor's report that includes our opinions. 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. 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, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Bella Mente Montessori Academy Charter School's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Bella Mente Montessori Academy Charter School's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Bella Mente Montessori Academy Charter School's financial statements.

The accompanying financial statements by school and additional accompanying supplementary information, as identified in the Table of Contents and as required by the *2024-25 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, is presented for purposes of additional analysis and is not a required part of the financial statements.

Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with GAAS. In our opinion, the accompanying supplementary information is fairly stated, in all material respects, in relation to the basic financial statements as a whole, except as noted on the schedules.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the Other Information section of the report, as identified in the table of contents, but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 12, 2025 on our consideration of Bella Mente Montessori Academy Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Bella Mente Montessori Academy Charter School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Bella Mente Montessori Academy Charter School's internal control over financial reporting and compliance.

El Cajon, California
December 12, 2025

Financial Statements

Bella Mente Montessori Academy Charter School

Statement of Financial Position

June 30, 2025

Assets

Cash and cash equivalents	\$ 9,181,293
Accounts receivable	1,054,258
Accounts receivable - related entities	12,898
Accounts receivable - finance leases	13,470,069
Prepaid expenses	125,940
Other assets - cost of issuance	660,750
Property and equipment, net	4,385,220
Right-of-use assets, financing leases	
Facilities and equipment	11,478,222
Accumulated amortization	(2,675,856)
Total Assets	<u>\$ 37,692,794</u>

Liabilities and Net Assets

Liabilities

Accounts payable - vendors	\$ 658,222
Accounts payable - grantor government	29,341
Accrued payroll expenses	141,898
Unearned revenue	981,885
Lease payable	13,470,069
Bonds payable	<u>15,183,638</u>
Total Liabilities	<u>30,465,053</u>

Net Assets

Without donor restrictions	
Undesignated	16,284,527
Invested in property and equipment, net of related debt	<u>(9,084,849)</u>
	<u>7,199,678</u>
With donor restrictions	
Restricted for state programs	<u>28,063</u>
	<u>28,063</u>
Total Net Assets	<u>7,227,741</u>
Total Liabilities and Net Assets	<u>\$ 37,692,794</u>

The accompanying notes are an integral part of this statement.

Bella Mente Montessori Academy Charter School

Statement of Activities Year Ended June 30, 2025

	Without Donor Restrictions	With Donor Restrictions	Total
Revenue, Support, and Gains			
Local Control Funding Formula (LCFF) sources			
State aid	\$ 3,408,801	\$ -	\$ 3,408,801
Education protection account state aid	82,108	-	82,108
Transfers in lieu of property taxes	1,917,317	-	1,917,317
Total LCFF sources	<u>5,408,226</u>	<u>-</u>	<u>5,408,226</u>
Federal contracts and grants	-	399,426	399,426
State contracts and grants	94,150	1,664,827	1,758,977
Local contracts and grants	50,303	-	50,303
Donations	59,199	-	59,199
Rental income	26,833	-	26,833
FMV adjustment	140,992	-	140,992
Interest income	310,451	-	310,451
Net assets released from restriction -			
Grant restrictions satisfied	2,081,220	(2,081,220)	-
Total revenue, support, and gains	<u>8,171,374</u>	<u>(16,967)</u>	<u>8,154,407</u>
Expenses and Losses			
Program services expense	6,150,981	-	6,150,981
Supporting services expense	1,967,107	-	1,967,107
Total expenses and losses	<u>8,118,088</u>	<u>-</u>	<u>8,118,088</u>
Change in Net Assets	53,286	(16,967)	36,319
Net Assets, Beginning of Year	7,146,392	45,030	7,191,422
Net Assets, End of Year	<u>\$ 7,199,678</u>	<u>\$ 28,063</u>	<u>\$ 7,227,741</u>

The accompanying notes are an integral part of this statement.

Bella Mente Montessori Academy Charter School

Statement of Functional Expenses

Year Ended June 30, 2025

	<u>Program Services</u>	<u>Supporting Services</u>	
	<u>Educational Programs</u>	<u>Management and General</u>	<u>Total</u>
Salaries and wages	\$ 2,788,685	\$ 971,918	\$ 3,760,603
Other employee benefits	384,873	134,137	519,010
Payroll taxes	208,732	72,748	281,480
Fees for services:			
Management	-	213,189	213,189
Legal	-	61,822	61,822
Audit	-	10,700	10,700
Professional consulting	878,383	33,434	911,817
District oversight	-	54,366	54,366
Banking and service charges	-	18,504	18,504
Advertising and promotion	-	74,657	74,657
Office expenses	166,031	106,862	272,893
Information technology	8,153	-	8,153
Occupancy	58,040	-	58,040
Conferences, conventions, and meetings	53,511	-	53,511
Debt service interest	663,132	-	663,132
Depreciation	43,968	-	43,968
Amortization	409,431	-	409,431
Insurance	-	145,967	145,967
Other expenses:			
Books and supplies	449,966	-	449,966
Equipment rental and repair	6,680	-	6,680
Student transportation	31,396	-	31,396
Dues and memberships	-	41,772	41,772
Miscellaneous	-	27,031	27,031
Total expenses by function	<u>6,150,981</u>	<u>1,967,107</u>	<u>8,118,088</u>

The accompanying notes are an integral part of this statement.

Bella Mente Montessori Academy Charter School

Statement of Cash Flows

Year Ended June 30, 2025

Cash Flows from Operating Activities

Receipts from federal, state, and local contracts and grants	\$ 5,210,335
Receipts from property taxes	1,917,317
Receipts from donations and fundraising	59,199
Receipts from rental income	26,833
Receipts from operating interest	451,443
Payments for salaries, benefits and payroll taxes	(4,566,790)
Payments to vendors	(2,913,403)

Net Cash Provided by Operating Activities	<u><u>184,934</u></u>
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Cash Flows from Investing Activities

Purchases of property and equipment	(593,965)
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Net Cash Used for Investing Activities	<u><u>(593,965)</u></u>
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Cash Flows from Financing Activities

Payments on bonds	(411,368)
Interest paid	(663,132)

Net Cash Used for Financing Activities	<u><u>(1,074,500)</u></u>
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Net Change in Cash and Cash Equivalents	(1,483,531)
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Cash and Cash Equivalents, Beginning of Year	<u>10,664,824</u>
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Cash and Cash Equivalents, End of Year	<u><u>\$ 9,181,293</u></u>
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Reconciliation of Change in Net Assets to Net Cash

Used For Operating Activities

Change in net assets	\$ 36,319
Depreciation	43,968
Amortization	382,607
Interest paid	663,132

Adjustments to reconcile change in net assets to net cash:

(Increase) Decrease in assets

Accounts receivable	(298,667)
Accounts receivable - related entities	(12,898)
Accounts receivable - finance leases	336,250
Prepaid expenses	(84,509)
Other assets - cost of issuance	26,824

Increase (Decrease) in liabilities

Accounts payable - vendors	(375,532)
Accounts payable - grantor government	28,751
Accrued expenses and other liabilities	(5,697)
Unearned revenue	(219,364)
Leases payable	(336,250)

Net Cash Provided by Operating Activities	<u><u>\$ 184,934</u></u>
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The accompanying notes are an integral part of this statement.

Bella Mente Montessori Academy Charter School

Notes to the Financial Statements

Year Ended June 30, 2025

A. Principal Activity and Summary of Significant Accounting Policies

Organization

Bella Mente Montessori Academy Charter School (the School/Organization) was formed on September 9, 2011, as a charter school pursuant to California Education Code §47600 under a charter agreement with Vista Unified School District (the District). The School became a nonprofit public benefit corporation on September 9, 2011. The charter agreement was approved by Vista Unified School District and submitted to the California Board of Education in May 2013. The School began operations on September 3, 2013.

Bella Mente Montessori Academy Charter School is a tuition-free, TK-8 charter school in Vista, California. The School is proud to offer a quality Montessori education with classroom limited to a 1:28 teacher/student ratio. An educational atmosphere is provided that encourages socioeconomic diversity by providing all students with the opportunity to obtain a quality public education via Montessori and project-based learning philosophies. The School strives to foster forward thinking students prepared with 21st century skills while enriching and nurturing the whole child.

BM Holdings LLC was created in 2018 in order to finance the purchase of the building the School resides in.

Basis of Accounting

The financial statements were prepared in accordance with accounting principles generally accepted in the United States of America as applicable to not-for-profit corporations. The Organization uses the accrual basis of accounting, under which revenues are recognized when they are earned, and expenditures are recognized in the accounting period in which the liability is incurred.

Cash and Cash Equivalents

The Organization considers all cash and highly liquid financial instruments with original maturities of three months or less, which are neither held for nor restricted by donors for long-term purposes, to be cash and cash equivalents.

Accounts Receivable

Accounts receivable consist primarily of non-interest bearing amounts due to the Organization for federal, state, and local grants and contracts receivable. The amounts in accounts receivable are considered fully collectable and as such there has not been an allowance for uncollectable accounts or discount established for the Organization.

Property and Equipment

The Organization records property and equipment additions over \$5,000 at cost, or if donated, at fair value on the date of donation. Depreciation and amortization are computed using the straight-line method over the estimated useful lives of the assets ranging from 3 to 30 years, or in the case of capitalized leased assets or leasehold improvements, the lesser of the useful life of the asset or the lease term. When assets are sold or otherwise disposed of, the cost and related depreciation or amortization are removed from the accounts, and any resulting gain or loss is included in the statements of activities. Costs of maintenance and repairs that do not improve or extend the useful lives of the respective assets are expensed in the current period.

Bella Mente Montessori Academy Charter School

Notes to the Financial Statements, Continued

Year Ended June 30, 2025

The Organization reviews the carrying values of property and equipment for impairment whenever events or circumstances indicate that the carrying value of an asset may not be recoverable from the estimated future cash flows expected to result from its use and eventual disposition. When considered impaired an impairment loss is recognized to the extent carrying value exceeds the fair value of the asset. There were no indicators of asset impairment during the year ended June 30, 2025.

Investments

The Organization's method of accounting for investments, in accordance with generally accepted accounting principles, is the fair value method. Fair value is determined by published quotes. Changes in fair value of investments result in increases or decreases in unrealized fair values of equity investments. Adjustments to fair values are reflected as unrealized gain/loss on investments in the accompanying statement of activities. The Organization's policy is to follow the fair value measurement and reporting requirements contained in FASB ASC 820 *Fair Value Measurements and Disclosures*.

Prepaid Expenses

Prepaid expenses are recorded to account for expenditures during the benefiting period.

Leases

The Organization leases facilities and equipment which are utilized in its charitable purpose. The Organization determines if an arrangement is a lease at inception. Operating leases are included in the operating lease right-of-use assets, other current liabilities, and operating lease liabilities in the Statement of Financial Position. Financing leases are included in the financing lease right-of-use assets, other current liabilities, and financing lease liabilities in the Statement of Financial Position.

Right-of-use assets represent our right to use an underlying asset for the lease term and lease liabilities represent our obligation to make lease payments arising from the lease. Operating lease right-of-use assets and liabilities are recognized at commencement date based on the present value of lease payments over the lease term. As most of our leases do not provide an implicit rate, we use our incremental borrowing rate based on the information available at commencement date in determining the present value of lease payments. The operating lease right-of-use asset also includes any lease payments made and excludes lease incentives. Our lease term may include options to extend or terminate the lease when it is reasonably certain that we will exercise that option. Lease expense for lease payments is recognized on a straight-line basis over the lease term.

The lease agreements do not contain any material residual value guarantees or material restrictive covenants.

The Organization has lease agreements with lease and non-lease components, which are generally accounted for separately. The Organization has elected to apply the short-term lease exemption to any leases with terms of 12 months or less or any leases below the threshold of \$5,000.

In evaluating contracts to determine if they qualify as a lease, the Organization considers factors such as whether they have obtained substantially all of the rights to the underlying asset through exclusivity, if the Organization can direct the use of the asset by making decisions about how and for what purpose the asset will be used and if the lessor has substantive substitution rights. This evaluation may require significant judgment.

Bella Mente Montessori Academy Charter School

Notes to the Financial Statements, Continued

Year Ended June 30, 2025

In allocating consideration in the contract to the separate lease components and the non-lease components, the Organization uses the stand-alone prices of the lease and non-lease components. Observable stand-alone prices are used, if available. If the stand-alone price for a component has a high level of variability or uncertainty, this allocation may require significant judgment.

Functional Allocation of Expenses

The costs of program and supporting services activities have been summarized on a functional basis in the statement of activities. The statement of functional expenses presents the natural classification detail of expenses by function. Accordingly, certain costs have been allocated among the program and supporting services benefited.

Net Assets

Net assets, revenues, gains and losses are classified based on the existence or absence of donor or grantor-imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

Net Assets Without Donor Restrictions – Net assets available for use in general operations and not subject to donor (or certain grantor) restrictions.

Net Assets With Donor Restrictions – Net assets subject to donor (or certain grantor) imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates those resources be maintained in perpetuity. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both.

Donated Services and In-Kind Contributions

Volunteers contribute significant amounts of time to the Organization's program services, administering, and fundraising and development activities; however, the financial statements do not reflect the value of these contributed services because they do not meet recognition criteria prescribed by generally accepted accounting principles. Contributed goods are recorded at fair value at the date of donation. We record donated professional services at the respective fair values of the services received. No significant contributions of such goods or services were received during the year ended June 30, 2025.

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires the Organization to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates, and those differences could be material.

Bella Mente Montessori Academy Charter School

Notes to the Financial Statements, Continued

Year Ended June 30, 2025

Revenue and Revenue Recognition

The Organization follows the provisions of FASB ASC 958-605 thereby recognizing revenue when applicable performance related barriers have been satisfied and the revenue is earned. A performance-related barrier represents something that must be achieved, performed or delivered in order to receive funds. Performance related barriers are required to be measurable, limit discretion by recipient on the conduct of the activity, and the stipulations are related to the purpose of the agreement or grant. When funds are received and performance-related barriers are not satisfied, the Organization records the funds as unearned revenue.

After the Organization has determined that performance related barriers have been satisfied, the revenue is recognized as either restricted or unrestricted based on the nature of the resources and conditions of the grantor. Restrictions on recognized revenue could constitute allowable uses of the resources that are narrower than the Organization's mission but are not considered performance-related barriers. Restricted resources are released from their restriction once the restricted purpose has been satisfied.

The Organization primarily receives funds from the California Department of Education (CDE). Local Control Funding Formula revenue and state revenues received from CDE are based on the Organization's average daily attendance (ADA) of students and recognized in the period the ADA occurs. In addition, the Organization receives state and local revenues for the enhancement of various educational programs. This assistance is generally received based on applications submitted to and approved by various granting agencies.

LCFF Revenues and Payments in Lieu of Property Taxes

The Organization's primary funding source is a combination of local property taxes and state revenues. The California Department of Education computes the Local Control Funding Formula (LCFF) on statewide charter school rates multiplied by the schools' average daily attendance (ADA) as reported at the second principal apportionment period (P2). The result is then reduced by property tax revenues transferred from the District to the school, which is funding in lieu of property taxes, and education protection account funds paid by the state under Proposition 30. The remaining balance is paid from the state general fund, in the form of LCFF State Aid. LCFF funding sources, inclusive of state and local sources, made up 66.32% of the Organization's revenue.

The LCFF includes the following components applicable to the Organization:

1. Provides a base grant for each school based on the school's ADA. The actual base grant varies based on grade span.
2. Provides an adjustment of 2.6 percent on the base grant amount for grades nine through twelve.
3. Provides a supplemental grant equal to 20 percent of the adjusted base grants for targeted disadvantaged students. Targeted students are those classified as English Learners (EL), eligible to receive a free or reduced-price meal (FRPM), foster youth, homeless youth, or any combination of these factors (unduplicated count).
4. Provides a concentration grant equal to 65 percent of the adjusted base grant for targeted students exceeding 55 percent of the school's enrollment.

The Organization is not at risk of losing these funding sources, as long as the school maintains a steady level of ADA, as these funding sources are mandated by the California State Constitution to fund schools.

Bella Mente Montessori Academy Charter School

Notes to the Financial Statements, Continued

Year Ended June 30, 2025

Income Taxes

The Organization is a 509(a)(1) publicly supported non-profit Organization that is exempt from income taxes under Sections 501(a) and 501(c)(3) of the Internal Revenue Code. The Organization is also exempt from California franchise or income tax under Section 23701d of the California Revenue and Taxation Code. The Organization may be subject to tax on income which is not related to its exempt purpose. For the year ended June 30, 2025, no such unrelated business income was reported and, therefore, no provision for income taxes has been made.

The Organization follows provisions of uncertain tax positions as addressed in ASC 958. The Organization recognizes accrued interest and penalties associated with uncertain tax positions as part of the income tax provision, when applicable. There are no amounts accrued in the financial statements related to uncertain tax positions for the year ended June 30, 2025.

The Organization files informational and income tax returns in the United States and in the state of California. The federal income tax and informational returns are subject to examination by the Internal Revenue Service for three years after the returns are filed. State and local jurisdictions have statutes of limitation that generally range from three to five years.

Advertising

Advertising costs are expensed as incurred and approximated \$74,657 during the year ended June 30, 2025.

Financial Instruments and Credit Risk

The Organization manages deposit concentration risk by placing cash, money market accounts, and certificates of deposit with financial institutions believed by the Organization to be creditworthy. At times, amounts on deposit may exceed insured limits or include uninsured investments in money market mutual funds. To date, the Organization has not experienced losses in any of these accounts. Credit risk associated with accounts receivable is limited due to high historical collection rates and because substantial portions of the outstanding amounts are due from government agencies. Investments are made by diversified investment managers whose performance is monitored by the Organization and the investment committee of the Board of Directors. Although the fair values of investments are subject to fluctuation on a year-to-year basis, The Organization believes that the investment policies and guidelines are prudent for the long-term welfare of the Organization.

Bella Mente Montessori Academy Charter School

Notes to the Financial Statements, Continued

Year Ended June 30, 2025

New Accounting Guidance

The Financial Accounting Standards Board (FASB) issues accounting standards updates and additional guidance for not-for-profit and for-profit agencies to establish consistent accounting across all organizations in the United States. The following table represents items that have been issued by FASB that became effective in the 2024-25 fiscal year:

Description	Date Issued
FASB Accounting Standards Update 2018-12 - <i>Financial Services Insurance (Topic 944)</i>	Aug-18
FASB Accounting Standards Update 2019-09 - <i>Financial Services, Insurance (Topic 944)</i>	Nov-19
FASB Accounting Standards Update 2020-06 - <i>Debt (Topic 470-20)</i>	Aug-20
FASB Accounting Standards Update 2020-06 - <i>Derivatives and Hedging (Topic 815-40)</i>	Aug-20
FASB Accounting Standards Update 2021-08 - <i>Business Combinations (Topic 805)</i>	Oct-21
FASB Accounting Standards Update 2022-01 - <i>Derivatives and Hedging (Topic 815): Fair Value Hedging - Portfolio Layer Method</i>	Mar-22
FASB Accounting Standards Update 2023-01 - <i>Leases (Topic 842): Common Control Arrangements</i>	Mar-23
FASB Accounting Standards Update 2023-05 - <i>Business Combinations - Joint Venture Formations (Subtopic 805-60)</i>	Aug-23
FASB Accounting Standards Update 2023-07 - <i>Segment Reporting (Topic 280)</i>	Nov-23

These updates were issued to provide clarification and simplification in accounting for certain transactions. In addition, they provide for additional note disclosures to create transparency involving these transactions. The Organization has adopted provisions of effective Accounting Standards Updates. The issuance of these standards did not result in a presentation or accounting change that impacted these financial statements.

Subsequent Events

In preparing these financial statements, the Organization has evaluated events and transactions for potential recognition or disclosure through December 12, 2025, the date the financial statements were available to be issued.

Bella Mente Montessori Academy Charter School

Notes to the Financial Statements, Continued

Year Ended June 30, 2025

B. Liquidity and Availability

The Organization's financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of the statement of financial position date, comprise the following:

	Bella Mente Charter School	BM Holdings LLC	Total
Cash and cash equivalents	\$ 7,946,001	\$ 1,235,292	\$ 9,181,293
Accounts receivable	1,054,258	-	1,054,258
Total	<u>\$ 9,000,259</u>	<u>\$ 1,235,292</u>	<u>\$ 10,235,551</u>

C. Fair Value Measurements and Disclosures

The Organization reports certain assets and liabilities at fair value in the financial statements. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction in the principal, or most advantageous, market at the measurement date under current market conditions regardless of whether that price is directly observable or estimated using another valuation technique. Inputs used to determine fair value refer broadly to the assumptions that market participants would use in pricing the asset or liability, including assumptions about risk. Inputs may be observable or unobservable. Observable inputs are inputs that reflect the assumptions market participants would use in pricing the asset or liability based on market data obtained from sources independent of the reporting entity. Unobservable inputs are inputs that reflect the reporting entity's own assumptions about the assumptions market participants would use in pricing the asset or liability based on the best information available. A three-tier hierarchy categorizes the inputs as follows:

- Level 1: Quoted prices (unadjusted) in active markets for identical assets or liabilities that we can access at the measurement date.
- Level 2: Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly. These include quoted prices for similar assets or liabilities in active markets, quoted prices for identical or similar assets or liabilities in markets that are not active, inputs other than quoted prices that are observable for the asset or liability, and market-corroborated inputs.
- Level 3: Unobservable inputs for the asset or liability. In these situations, the Organization develops inputs using the best information available in the circumstances.

In some cases, the inputs used to measure the fair value of an asset or a liability might be categorized within different levels of the fair value hierarchy. In those cases, the fair value measurement is categorized in its entirety in the same level of the fair value hierarchy as the lowest level input that is significant to the measurement. Assessing the significance of a particular input to entire measurement requires judgment, taking into account factors specific to the asset or liability. The categorization of an asset within the hierarchy is based upon the pricing transparency of the asset and does not necessarily correspond to the Organization's assessment of the quality, risk, or liquidity profile of the asset or liability.

Bella Mente Montessori Academy Charter School

Notes to the Financial Statements, Continued

Year Ended June 30, 2025

The following table presents assets measured at fair value on a recurring basis at June 30, 2025:

Assets	Total	Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Treasury and Operating investments:				
Cash in county treasury	\$ 7,215,179	\$ -	\$ 7,215,179	\$ -
Money market and equivalent funds (at cost)	1,234,930	1,234,930	-	-
Total	<u>\$ 8,450,109</u>	<u>\$ 1,234,930</u>	<u>\$ 7,215,179</u>	<u>\$ -</u>

D. Cash and Investments

The Organization's cash and investments on June 30, 2025, consisted of the following:

	Bella Mente Charter School	BM Holdings LLC	Total
Cash in county treasury	\$ 7,211,739	\$ -	\$ 7,211,739
FMV adjustment	3,440	-	3,440
Cash in bank accounts	730,822	362	731,184
Investments	-	1,234,930	1,234,930
Total cash and investments	<u>\$ 7,946,001</u>	<u>\$ 1,235,292</u>	<u>\$ 9,181,293</u>

Cash in County Treasury

The Organization is a voluntary participant and therefore maintains a portion of its cash in the San Diego County Treasury as part of the common investment pool (\$7,211,739 as of June 30, 2025). The County Treasury is restricted by Government Code §53635 pursuant to §53601 to invest in time deposits, U.S. Government Securities, state registered warrants, notes or bonds, State Treasurer's investment pool, banker's acceptances, commercial paper, negotiable certificates of deposit, and repurchase or reverse agreements.

The fair value of the Organization's investment in this pool (\$7,215,179 as of June 30, 2025) is reported in the accompanying financial statements at amounts based upon the Organization's pro-rata share of the fair value provided by the County Treasury for the entire County Treasury portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by the County Treasury, which are recorded on an amortized cost basis. Cash may be added or withdrawn from the investment pool without limitation.

Cash Equivalents and Investments

The Organization maintains a portion of their funds in short term investments, money market funds and mutual funds (\$1,234,930 as of June 30, 2025). These cash equivalents consist of United States Government Money Market Funds. These funds are not FDIC insured and are therefore exposed to custodial credit risk. The Organization does not anticipate any losses as a result of this risk. Cash may be added or withdrawn from the money market accounts without limitation.

Bella Mente Montessori Academy Charter School

Notes to the Financial Statements, Continued

Year Ended June 30, 2025

Cash in Bank

The remainder of the Organization's cash (\$731,184 as of June 30, 2025) is held in financial institutions which are insured by the Federal Deposit Insurance Corporation (FDIC) up to a limit of \$250,000 per depositor. As of June 30, 2025, the Organization held \$481,601 in excess of the FDIC insured amounts. The Organization reduces its exposure to risk by maintaining such deposits with high quality financial institutions. The Organization has not experienced any losses in such accounts and believe it is not exposed to any significant credit risk.

E. Accounts Receivable

As of June 30, 2025, the Organization's accounts receivable consisted of the following:

Federal Government	
Child Nutrition	\$ 68,617
Special Education	65,432
Title I	42,627
Other Federal Programs	29,288
State Government	
State Aid	318,901
Lottery Funding	29,507
Special Education	30,920
SB740	160,230
CALSHAPE	33,653
Child Nutrition	40,719
Other State Programs	28,278
Local Government	
Property Tax Payments	125,735
Other Local Sources	
Interest	78,351
Other Local Sources	2,000
Total Accounts Receivable	<u>\$ 1,054,258</u>

F. Prepaid Expenses

As of June 30, 2025, the Organization's prepaid expenses consisted of the following:

Service contracts	\$ 14,950
Insurance	22,635
Software	88,355
Total Prepaid Expenses	<u>\$ 125,940</u>

Bella Mente Montessori Academy Charter School

Notes to the Financial Statements, Continued

Year Ended June 30, 2025

G. Property and Equipment

Property and equipment for the Organization consisted of the following at June 30, 2025:

	Beginning Balance	Additions	Deletions	Ending Balance
Non-Depreciable Capital Assets				
Land	\$ 3,352,414	\$ -	\$ -	\$ 3,352,414
Work in Progress	154,370	85,000	154,370	85,000
Total Non-Depreciable Capital Assets	<u>3,506,784</u>	<u>85,000</u>	<u>154,370</u>	<u>3,437,414</u>
Depreciable Capital Assets				
Buildings and Improvements	394,283	663,335	-	1,057,618
Equipment, Furniture, and Fixtures	30,208	-	19,596	10,612
Total Depreciable Capital Assets	<u>424,491</u>	<u>663,335</u>	<u>19,596</u>	<u>1,068,230</u>
Total Capital Assets	3,931,275	748,335	173,966	4,505,644
Less Accumulated Depreciation	<u>(96,052)</u>	<u>(43,968)</u>	<u>(19,596)</u>	<u>(120,424)</u>
Capital Assets, Net	<u><u>3,835,223</u></u>	<u><u>704,367</u></u>	<u><u>154,370</u></u>	<u><u>4,385,220</u></u>

H. Unearned Revenue

At year end the Organization had performance obligations remaining to expend funds for multiple federal and state grants. As such, unexpended cash received is reflected in unearned revenue.

The following table provides information about significant changes in unearned revenue for the year ended June 30, 2025:

Unearned Revenue, beginning of period	\$ 1,201,249
Increases in unearned revenue due to cash received during the period	304,050
Decreases in unearned revenue due to performance obligations met during the period	<u>(523,414)</u>
Unearned Revenue, end of period	<u><u>\$ 981,885</u></u>

As of June 30, 2025, unearned revenue consisted of the following:

Federal	
ARP Assistance	\$ 1,783
Child Nutrition	30,919
State	
Learning Recovery Grant	389,353
Arts & Music Grant	216,166
Prop 28	55,372
Literacy Screenings	3,006
Expanded Learning Opportunities	285,286
Total Unearned Revenue	<u><u>\$ 981,885</u></u>

Bella Mente Montessori Academy Charter School

Notes to the Financial Statements, Continued

Year Ended June 30, 2025

I. Leases

The School entered into a lease for its building from BM Holdings LLC, a related party, in 2018 after the building was purchased from the previous lessor. At the end of the lease the building will transfer ownership to the School.

The components of the leases were as follows:

Finance lease cost	
Amortization of right-of-use assets	382,607
Interest on lease liabilities	<u>790,764</u>
Total finance lease cost	<u>1,173,371</u>
 Short-term lease cost	 <u>6,680</u>
 Total lease expense	 <u>\$ 1,180,051</u>

The following represents additional information related to the Organization's leases:

Right-of-use assets obtained in exchange for lease obligations:	
Finance leases	<u>\$ 11,478,222</u>
Total	<u>\$ 11,478,222</u>
 Weighted average remaining lease term:	
Finance leases	275 Months
 Weighted average discount rate:	
Finance leases	5.72%

Future minimum lease payments on the Organization's leases are as follows:

<u>Year Ended June 30,</u>	<u>Financing Leases</u>
2026	\$ 1,072,958
2027	1,075,375
2028	1,073,042
2029	1,035,729
2030	1,073,896
Thereafter	<u>19,246,104</u>
Total future minimum lease payments	24,577,104
Less imputed interest	<u>(11,107,035)</u>
Net future minimum lease payments	<u>\$ 13,470,069</u>

Bella Mente Montessori Academy Charter School

Notes to the Financial Statements, Continued

Year Ended June 30, 2025

J. Bonds Payable

On July 1, 2018, the California Municipal Financing Authority (the Authority) issued \$15,485,000 of Series A 2018 Charter School Lease Revenue Bonds (the Bonds). The Bonds are 30-year serial bonds maturing on July 1, 2048, with Series A rates being 5.00%, provisions for optional and mandatory redemption sinking funds, and a provision for early redemption. Payment of principal and interest on the Bonds is guaranteed by a lease agreement, which provides the Authority with the rights and title to program revenues and is secured by the school building.

Bonds payable consist of the following at June 30, 2025:

Principal amount	\$ 14,455,000
Plus unamortized premium	728,638
	<u>\$ 15,183,638</u>

Future maturities of bonds payable are as follows:

Year Ending June 30,	Principal	Interest	Total
2026	\$ 350,000	\$ 714,000	\$ 1,064,000
2027	370,000	696,000	1,066,000
2028	390,000	677,000	1,067,000
2029	365,000	658,125	1,023,125
2030	425,000	638,375	1,063,375
2031-2035	2,460,000	2,843,000	5,303,000
2036-2040	3,150,000	2,145,000	5,295,000
2041-2045	4,015,000	1,254,125	5,269,125
2046-2048	2,930,000	224,500	3,154,500
	<u>\$ 14,455,000</u>	<u>\$ 9,850,125</u>	<u>\$ 24,305,125</u>

K. Net Assets With Donor Restrictions

The Organization receives grants from federal and state agencies that are restricted for specific purposes. Once the restricted purpose has been fulfilled, the assets are released from restriction. During the 2024-25 fiscal year the Organization received K-12 Health Education, which are multi-year restricted grants. At June 30, 2025, net assets were restricted for the following purposes:

Subject to expenditure for specified purpose:

Restricted for other state programs

K-12 Health Education	<u>\$ 28,063</u>
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Total net assets with donor restrictions	<u>\$ 28,063</u>
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Bella Mente Montessori Academy Charter School

Notes to the Financial Statements, Continued

Year Ended June 30, 2025

Net assets were released from donor restrictions by incurring expenses satisfying the restricted purpose as follows for the year ended June 30, 2025.

Beginning restricted net assets	\$	45,030
Restricted grants received		2,064,253
Net assets released from restriction:		
Restricted purpose satisfied		<u>(2,081,220)</u>
Ending restricted net assets	\$	<u>28,063</u>

L. Related Party Transactions

Related parties as defined by generally accepted accounting standards include:

1. Affiliates of the entity,
2. Management and members of their immediate families, or
3. Other parties that can significantly influence management or operating policies.

Bella Mente Montessori Academy Charter School and BM Holdings LLC are affiliated through common executive management. The LLC holds part of the building and debt on its books and facilitates the lease for the School.

The following represents material transactions between the affiliated organization that occurred during the 2024-25 fiscal year:

<u>Transfer From</u>	<u>Transfer To</u>	<u>Amount</u>	<u>Purpose</u>
Bella Mente Montessori Academy Charter School	BM Holdings LLC	\$ 771,010	Rent and Interest

The following represents the remaining balances of related party transactions as of June 30, 2025:

<u>Affiliated Organization</u>	<u>Receivable</u>	<u>Purpose</u>
BM Holdings LLC	\$ 12,898	Rent and Interest

Bella Mente Montessori Academy Charter School

Notes to the Financial Statements, Continued

Year Ended June 30, 2025

M. Upcoming Changes in Accounting Pronouncements

The Financial Accounting Standards Board (FASB) has issued the following Accounting Standards Updates (ASU) that become effective over the next few fiscal years:

Description	Date Issued	Fiscal Year Effective
FASB Accounting Standards Update 2020-10 - <i>Codification Improvements</i>	Nov-20	2025-26
FASB Accounting Standards Update 2022-03 - <i>Fair Value Measurement (Topic 820): Fair Value Measurement of Equity Securities Subject to Contractual Sale Restrictions</i>	Jun-22	2025-26
FASB Accounting Standards Update 2022-05 - <i>Financial Services - Insurance (Topic 944): Transition for Sold Contracts</i>	Dec-22	2025-26
FASB Accounting Standards Update 2023-02 - <i>Investments (Topic 323): Accounting for Investments in Tax Credit Structures</i>	Mar-23	2025-26
FASB Accounting Standards Update 2023-08 - <i>Intangibles - Goodwill and Other - Crypto Assets (Subtopic 350-60)</i>	Dec-23	2025-26
FASB Accounting Standards Update 2023-09 - <i>Income Taxes (Topic 740)</i>	Dec-23	2026-27
FASB Accounting Standards Update 2024-01 - <i>Compensation - Stock Compensation (Topic 718)</i>	Mar-24	2026-27
FASB Accounting Standards Update 2024-02 - <i>Codification Improvements - Amendments to Remove References to the Concepts Statements</i>	Mar-24	2026-27
FASB Accounting Standards Update 2024-03 - <i>Income Statement - Reporting Comprehensive Income-Expense Disaggregation Disclosures</i>	Nov-24	2027-28
FASB Accounting Standards Update 2024-04 - <i>Debt with Conversion and Other Options</i>	Nov-24	2026-27
FASB Accounting Standards Update 2025-01 - <i>Income Statement - Reporting Comprehensive Income-Expense Disaggregation Disclosures</i>	Jan-25	2027-28
FASB Accounting Standards Update 2025-02 - <i>Liabilities Amendments to SEC Paragraphs Pursuant to SEC Staff Accounting Bulletin No. 122</i>	Mar-25	2025-26
FASB Accounting Standards Update 2025-03 - <i>Business Combinations and Consolidation</i>	May-25	2027-28
FASB Accounting Standards Update 2025-04 - <i>Stock Compensation and Revenue from Contracts with Customers</i>	May-25	2027-28
FASB Accounting Standards Update 2025-05 - <i>Measurement of Credit Losses for Accounts Receivable and Contract Assets</i>	Jul-25	2026-27
FASB Accounting Standards Update 2025-06 - <i>Intangibles - Goodwill and Other Internal Use Software</i>	Sep-25	2028-29

These updates were issued to provide clarification and simplification in accounting for certain transactions. In addition, they provide for additional note disclosures to create transparency involving these transactions. The updates effective during the future fiscal years are not expected to impact the financial accounting or presentation for the Organization.

Supplementary Information

Bella Mente Montessori Academy Charter School
Combining Statement of Financial Position
June 30, 2025

	Bella Mente Charter School	BM Holdings LLC	Elimination	Total
Assets				
Cash and cash equivalents	\$ 7,946,001	\$ 1,235,292	\$ -	\$ 9,181,293
Accounts receivable	1,054,258	-	-	1,054,258
Accounts receivable - related entities	82,769	-	(69,871)	12,898
Accounts receivable - finance leases	-	13,470,069	-	13,470,069
Prepaid expenses	125,940	-	-	125,940
Other assets - cost of issuance	-	660,750	-	660,750
Property and equipment, net	4,385,220	-	-	4,385,220
Right-of-use assets, financing leases				
Facilities and equipment	11,478,222	-	-	11,478,222
Accumulated amortization	(2,675,856)	-	-	(2,675,856)
Total Assets	<u>\$ 22,396,554</u>	<u>\$ 15,366,111</u>	<u>\$ (69,871)</u>	<u>\$ 37,692,794</u>
Liabilities and Net Assets				
Liabilities				
Accounts payable - vendors	\$ 237,830	\$ 420,392	\$ -	\$ 658,222
Accounts payable - related entities	-	69,871	(69,871)	-
Accounts payable - grantor government	29,341	-	-	29,341
Accrued payroll expenses	141,898	-	-	141,898
Unearned revenue	981,885	-	-	981,885
Leases payable	13,470,069	-	-	13,470,069
Bonds and notes payable	-	15,183,638	-	15,183,638
Total Liabilities	<u>14,861,023</u>	<u>15,673,901</u>	<u>(69,871)</u>	<u>30,465,053</u>
Net Assets				
Without donor restrictions				
Undesignated	16,592,317	(307,790)	-	16,284,527
Invested in property and equipment, net of related debt	(9,084,849)	-	-	(9,084,849)
	<u>7,507,468</u>	<u>(307,790)</u>	<u>-</u>	<u>7,199,678</u>
With donor restrictions				
Restricted for state programs	28,063	-	-	28,063
	<u>28,063</u>	<u>-</u>	<u>-</u>	<u>28,063</u>
Total Net Assets	<u>7,535,531</u>	<u>(307,790)</u>	<u>-</u>	<u>7,227,741</u>
Total Liabilities and Net Assets	<u>\$ 22,396,554</u>	<u>\$ 15,366,111</u>	<u>\$ (69,871)</u>	<u>\$ 37,692,794</u>

See Accompanying Notes to Supplementary Information

Bella Mente Montessori Academy Charter School
Combining Statement of Activities
Year Ended June 30, 2025

	Bella Mente Charter School		BM Holdings LLC	Elimination	
	Without Donor	With Donor	Without Donor	Without Donor	Total
	Restrictions	Restrictions	Restrictions	Restrictions	
Revenue, Support, and Gains					
Local Control Funding Formula (LCFF) sources					
State aid	\$ 3,408,801	\$ -	\$ -	\$ -	\$ 3,408,801
Education protection account state aid	82,108	-	-	-	82,108
Transfers in lieu of property taxes	1,917,317	-	-	-	1,917,317
Total LCFF sources	5,408,226	-	-	-	5,408,226
Federal contracts and grants	-	399,426	-	-	399,426
State contracts and grants	94,150	1,664,827	-	-	1,758,977
Local contracts and grants	50,303	-	-	-	50,303
Donations	59,199	-	-	-	59,199
Rental income	26,833	-	771,010	(771,010)	26,833
FMV adjustment	140,992	-	-	-	140,992
Interest income	310,451	-	-	-	310,451
Net assets released from restriction -					
Grant restrictions satisfied	2,081,220	(2,081,220)	-	-	-
Total revenue, support, and gains	8,171,374	(16,967)	771,010	(771,010)	8,154,407
Expenses and Losses					
Program services expense	6,232,035	-	689,956	(771,010)	6,150,981
Supporting services expense	1,967,107	-	-	-	1,967,107
Total expenses and losses	8,199,142	-	689,956	(771,010)	8,118,088
Change in Net Assets	(27,768)	(16,967)	81,054	-	36,319
Net Assets, Beginning of Year	7,535,236	45,030	(388,844)	-	7,191,422
Net Assets, End of Year	\$ 7,507,468	\$ 28,063	\$ (307,790)	\$ -	\$ 7,227,741

See Accompanying Notes to Supplementary Information

Bella Mente Montessori Academy Charter School
Combining Statement of Functional Expenses
Year Ended June 30, 2025

	<u>Bella Mente Montessori Charter School</u>		<u>BM Holdings LLC</u>		<u>Elimination</u>	<u>Total</u>
	<u>Program Services</u>	<u>Supporting Services</u>	<u>Program Services</u>	<u>Supporting Services</u>		
	<u>Educational Programs</u>	<u>Management and General</u>	<u>Educational Programs</u>	<u>Management and General</u>		
Salaries and wages	\$ 2,788,685	\$ 971,918	\$ -	\$ -	\$ -	\$ 3,760,603
Other employee benefits	384,873	134,137	-	-	-	519,010
Payroll taxes	208,732	72,748	-	-	-	281,480
Fees for services:						
Management	-	213,189	-	-	-	213,189
Legal	-	61,822	-	-	-	61,822
Audit	-	10,700	-	-	-	10,700
Professional consulting	878,383	33,434	-	-	-	911,817
District oversight	-	54,366	-	-	-	54,366
Banking and service charges	-	18,504	-	-	-	18,504
Advertising and promotion	-	74,657	-	-	-	74,657
Office expenses	166,031	106,862	-	-	-	272,893
Information technology	8,153	-	-	-	-	8,153
Occupancy	829,050	-	-	-	(771,010)	58,040
Conferences, conventions, and meetings	53,511	-	-	-	-	53,511
Debt service interest	-	-	663,132	-	-	663,132
Depreciation	43,968	-	-	-	-	43,968
Amortization	382,607	-	26,824	-	-	409,431
Insurance	-	145,967	-	-	-	145,967
Other expenses:						
Books and supplies	449,966	-	-	-	-	449,966
Equipment rental and repair	6,680	-	-	-	-	6,680
Student transportation	31,396	-	-	-	-	31,396
Dues and memberships	-	41,772	-	-	-	41,772
Miscellaneous	-	27,031	-	-	-	27,031
Total expenses by function	<u>\$ 6,232,035</u>	<u>\$ 1,967,107</u>	<u>\$ 689,956</u>	<u>\$ -</u>	<u>\$ (771,010)</u>	<u>\$ 8,118,088</u>

See Accompanying Notes to Supplementary Information

Additional Supplementary Information

Bella Mente Montessori Academy Charter School
Schedule of Average Daily Attendance
Year Ended June 30, 2025

	Second Period Report		Annual Report	
	Original 1FAC4D7B	Revised N/A	Original 9A2194EB	Revised N/A
Classroom Based Attendance				
Grades TK/K-3	212.16	N/A	211.78	N/A
Grades 4-6	93.98	N/A	93.67	N/A
Grades 7-8	76.56	N/A	75.87	N/A
Total Classroom Based Attendance	382.70	N/A	381.32	N/A
Non-Classroom Based Attendance				
Grades TK/K-3	16.04	N/A	15.42	N/A
Grades 4-6	7.90	N/A	7.12	N/A
Grades 7-8	3.90	N/A	3.64	N/A
Total Non-Classroom Based Attendance	27.84	N/A	26.18	N/A
Total ADA	410.54	N/A	407.50	N/A

N/A – There were no audit findings which resulted in revisions to the second period or annual reports of attendance.

Bella Mente Montessori Academy Charter School
Schedule of Instructional Time
Year Ended June 30, 2025

Grade Level	Annual Minutes Requirement	Actual Minutes Offered	J-13A Minutes*	Total Minutes	Number of Actual Days Offered (Traditional)	J-13A Days*	Total Instructional Days	Status
Transitional Kindergarten	36,000	53,940	0	53,940	180	0	180	Complied
Kindergarten	36,000	53,940	0	53,940	180	0	180	Complied
1st Grade	50,400	58,680	0	58,680	180	0	180	Complied
2nd Grade	50,400	58,680	0	58,680	180	0	180	Complied
3rd Grade	50,400	58,680	0	58,680	180	0	180	Complied
4th Grade	54,000	58,680	0	58,680	180	0	180	Complied
5th Grade	54,000	58,680	0	58,680	180	0	180	Complied
6th Grade	54,000	58,680	0	58,680	180	0	180	Complied
7th Grade	54,000	63,600	0	63,600	180	0	180	Complied
8th Grade	54,000	63,600	0	63,600	180	0	180	Complied

*Bella Mente Montessori Academy Charter School did not submit a request for a J-13A emergency waiver of instructional minutes or days.

See accompanying notes to supplementary information.

Bella Mente Montessori Academy Charter School
Schedule of Financial Trends & Analysis
Year Ended June 30, 2025

	Budget 2026 (See Note 1)	2025	2024 (See Note 1)	2023 (See Note 1)
Revenues	\$ 7,811,956	\$ 8,154,407	\$ 8,183,633	\$ 7,693,889
Expenses	8,461,442	8,199,142	7,880,043	7,491,672
Change in Net Assets	(649,486)	(44,735)	303,590	202,217
Ending Net Assets	<u>\$ 6,886,045</u>	<u>\$ 7,535,531</u>	<u>\$ 7,580,266</u>	<u>\$ 7,276,676</u>
Unrestricted Net Assets	<u>\$ 6,886,045</u>	<u>\$ 7,507,468</u>	<u>\$ 7,535,236</u>	<u>\$ 7,203,128</u>
Unrestricted net assets as a percentage of total expenses	<u>81.38%</u>	<u>91.56%</u>	<u>95.62%</u>	<u>96.15%</u>
Total Long Term Debt	<u>\$27,230,749</u>	<u>\$28,653,707</u>	<u>\$29,401,325</u>	<u>\$30,042,576</u>
ADA at P2	<u>409</u>	<u>411</u>	<u>394</u>	<u>343</u>

The School's ending net assets has increased by \$258,855 (3.56%) over the past two fiscal years. The increase is in large due to additional funding received as a result of the COVID-19 pandemic.

Average daily attendance (ADA) has increased by 68 over the past two fiscal years.

Note 1:

AU-C §725.05 requires the following conditions be met to provide an opinion on whether supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole:

- 1) The supplementary information was derived from, and relates directly to, the underlying accounting and other records used to prepare the financial statements.
- 2) The supplementary information relates to the same period as the financial statements.
- 3) The auditor issued an audit report on the financial statements that contained neither an adverse opinion nor a disclaimer of opinion.
- 4) The supplementary information will accompany the audited financial statements or such audited financial statements will be made readily available by the School.

Three of the above columns are not related to the same period as the financial statements and as such we do not provide an opinion on whether the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole. Additionally, the analysis presented utilizes information from periods outside the period of the financial statements and as such we do not provide an opinion on whether the analysis is fairly stated, in all material respects, to the financial statements as a whole. The information has been presented for analysis only and has not been audited.

See accompanying notes to supplementary information.

Bella Mente Montessori Academy Charter School
Reconciliation of Unaudited Financial Report with Audited Financial Statements
Year Ended June 30, 2025

June 30, 2025 annual financial alternative form net assets:	\$ 7,535,531
Adjustments and reclassifications:	
Rounding	<u>-</u>
Total adjustments and reclassifications	<u>-</u>
June 30, 2025 audited financial statements net assets:	<u>\$ 7,535,531</u>

See accompanying notes to supplementary information.

Bella Mente Montessori Academy Charter School

Notes to Supplementary Information

Year Ended June 30, 2025

A. Combining Statement of Financial Position

This schedule provides the information which consolidates the Organization's overall statement of net position, with eliminations for activities between the School and the LLC.

B. Combining Statement of Activities

This schedule provides the information by subdivision which combines into the Organization's overall statement of activities.

C. Combining Statement of Functional Expenses

This schedule provides the information by subdivision which combines into the Organization's overall statement of functional expenses.

D. Schedule of Average Daily Attendance

Average daily attendance (ADA) is a measure of the number of pupils attending classes of the Organization's school. The purpose of attendance accounting from a fiscal standpoint is to provide the basis on which apportionments of state funds are made to charter schools. This schedule provides information regarding the attendance of students at various grade levels and in different programs for each school.

E. Schedule of Instructional Time

This schedule provides the information necessary to determine if the Organization's school has complied with Education Code §47612 & §47612.5 which require the following:

- 1) EC §47612: As a condition of apportionment 175 school days must be offered for traditional calendar. If a multi-track calendar is utilized, each track must offer 175 school days.
- 2) EC §47612.5: As a condition of apportionment the following annual instructional minutes must be offered:
 - To pupils in Kindergarten 36,000 minutes
 - To pupils in grades 1 to 3 50,400 minutes
 - To pupils in grades 4 to 8 54,000 minutes
 - To pupils in grades 9 to 12 64,800 minutes

Compliance with Education Code §47612 involves offering a minimum number of annual instructional minutes as defined by grade level. Non-classroom based charters do not have a requirement for auditing/testing offered instructional minutes, as a result, the offerings are not reported in the schedule of instructional time.

An LEA that closed due to a qualifying emergency in the 2024-25 fiscal year may submit a Form J-13A to avoid a penalty for not meeting the annual instructional day requirements. The Organization's school did not have an emergency closure and as such there are no credited days to account for on the Schedule of Instructional Time.

Bella Mente Montessori Academy Charter School
Notes to Supplementary Information, Continued
Year Ended June 30, 2025

F. Schedule of Financial Trends and Analysis

This schedule displays summarized information from the current year and two previous years, along with budget information for the upcoming year. The information from this schedule is used to evaluate whether there are any financial indicators the Organization's school will not be able to continue operations in the next fiscal year. Based upon the information presented, the Organization's school appear to have sufficient reserves to continue operations for the 2025-26 fiscal year.

G. Reconciliation of Unaudited Financial Report Alternative Form with Audited Financial Statements

This schedule provides the information necessary to reconcile the net assets as reported on the Unaudited Financial Report Alternative Forms prepared by the Organization's school to the net assets reported in the audited financial statements.

See accompanying notes to supplementary information.

Other Information

Bella Mente Montessori Academy Charter School
Organization Structure
Year Ended June 30, 2025

Bella Mente Montessori Academy (Charter #1515) was established in 2013 and serves students TK through eighth grade. The authorizing entity is Vista Unified School District.

GOVERNING BOARD

Name	Office	Term and Term Expiration
Scott Moote	President	Three Year Term Expires June 30, 2025
Dan Niebaum	Treasurer	Three Year Term Expires June 30, 2027
Greg Mcguire	Member	Three Year Term Expires June 30, 2025
James Smith	Member	Three Year Term Expires June 30, 2027

ADMINISTRATION

Broughton, Patrick
Director of Compliance & Academic Accountability

Espino, Gladys
Director of Support Services

Feeley, Erin
Superintendent

Roberts, Jocylinn
Director of Special Education

Braselton, Natalie
Principal

Other Independent Auditor's Reports

Independent Auditor's Report on Internal Control Over Financial
Reporting and on Compliance and Other Matters Based on an
Audit of Financial Statements Performed in Accordance with
Government Auditing Standards

To the Board of Directors of
Bella Mente Montessori Academy Charter School

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Bella Mente Montessori Academy Charter School (the Organization) which comprise the Organization's statement of financial position as of June 30, 2025, and the related statements of activities, cash flows, and functional expenses for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated December 12, 2025.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Organization's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses or significant deficiencies. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Organization's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

El Cajon, California
December 12, 2025

**Independent Auditor's Report on State Compliance and on
Internal Controls over State Compliance**

To the Board of Directors
Bella Mente Montessori Academy Charter School

Report on Compliance for Applicable State Programs

Opinion on Each Applicable State Program

We have audited Bella Mente Montessori Academy Charter School (the School) compliance with the requirements specified in the *2024-25 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, prescribed in Title 5, *California Code of Regulations*, Section 19810 applicable to the School's statutory requirements identified below for the year ended June 30, 2025.

In our opinion, the School complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of their applicable state programs for the year ended June 30, 2025.

Basis for Opinion on Each Applicable State Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of *2024-25 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, prescribed in Title 5, *California Code of Regulations*, Section 19810 (the Audit Guide). Our responsibilities under those standards and the Audit Guide are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the School and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each applicable state program. Our audit does not provide a legal determination of the School's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the School's state programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the School's compliance based on our audit. 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 generally accepted auditing standards, *Government Auditing Standards*, and the Audit Guide will always detect material noncompliance when it exists.

The risk of not detecting material noncompliance resulting from fraud is higher than that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the School's compliance with the requirements of each applicable state program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Audit Guide, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the School's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the School's internal control over state compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Audit Guide, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control over compliance. Accordingly, no such opinion is expressed.
- Select and test transactions and records to determine the School's compliance with the state laws and regulations applicable to the following items:

		Procedures Performed
<u>School Districts, County Offices of Education, and Charter Schools</u>		
T.	Proposition 28 Arts & Music in Schools.....	Yes
U.	After/Before School Education and Safety Program.....	N/A
V.	Proper Expenditure of Education Protection Account Funds.....	Yes
W.	Unduplicated Local Control Funding Formula Pupil Counts.....	Yes
X.	Local Control and Accountability Plan.....	Yes
Y.	Independent Study - Course Based.....	N/A
Z.	Immunizations.....	No
AZ.	Educator Effectiveness.....	Yes
BZ.	Expanded Learning Opportunities Grant (ELO-G).....	No
CZ.	Career Technical Education Incentive Grant.....	N/A
DZ.	Expanded Learning Opportunities Program (ELO-P).....	Yes
EZ.	Transitional Kindergarten.....	Yes
FZ.	Kindergarten Continuance.....	No
<u>Charter Schools</u>		
AA.	Attendance.....	Yes
BB.	Mode of Instruction.....	Yes
CC.	Nonclassroom-Based Instruction/Independent Study.....	Yes
DD.	Determination of Funding for Nonclassroom-Based Instruction.....	N/A
EE.	Annual Instructional Minutes - Classroom Based.....	Yes
FF.	Charter School Facility Grant Program.....	Yes

N/A – The School did not offer the program during the current fiscal year or the requirement applied to a different type of LEA.

We did not perform procedures for Immunizations because the school did not appear on the California Department of Public Health list of LEAs that are subject to the audit of Immunizations.

We did not perform procedures for Expanded Learning Opportunities Grant (ELO-G) because ELO-G amounts were fully expended in prior years.

We did not perform the procedures for Kindergarten Continuance because there were no enrolled Kindergarten students that turned six years old by September 1, 2024.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control over State Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a state program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a state program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a state program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Audit Guide. Accordingly, this report is not suitable for any other purpose.

El Cajon, California
December 12, 2025

Auditor's Results, Findings & Recommendations

Bella Mente Montessori Academy Charter School
Schedule of Auditor's Results
Year Ended June 30, 2025

FINANCIAL STATEMENTS

Type of auditor's report issued:	<u>Unmodified</u>	
Internal control over financial reporting:		
One or more material weakness(es) identified?	<u> </u> Yes	<u> X </u> No
One or more significant deficiencies identified that are not considered material weakness(es)?	<u> </u> Yes	<u> X </u> No
Noncompliance material to financial statements noted?	<u> </u> Yes	<u> X </u> No

STATE AWARDS

Type of auditor's report issued on compliance for state programs:	<u>Unmodified</u>	
Internal control over applicable state programs:		
One or more material weakness(es) identified?	<u> </u> Yes	<u> X </u> No
One or more significant deficiencies identified that are not considered material weakness(es)?	<u> </u> Yes	<u> X </u> No
Any audit findings disclosed that are required to be reported in accordance with <i>2024-25 Guide for Annual Audits of California K-12 Local Education Agencies?</i>	<u> </u> Yes	<u> X </u> No

Bella Mente Montessori Academy Charter School
Schedule of Findings and Questioned Costs
Year Ended June 30, 2025

Findings represent significant deficiencies, material weaknesses, and/or instances of noncompliance related to the financial statements that are required to be reported in accordance with *Government Auditing Standards*, or the *2024-25 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*. Finding codes as identified in the *2024-25 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting* are as follows:

Five Digit Code	AB 3627 Finding Type
10000	Attendance
20000	Inventory of Equipment
30000	Internal Control
40000	State Compliance
42000	Charter School Facilities
43000	Apprenticeship: Related and Supplemental Instruction
50000	Federal Compliance
60000	Miscellaneous
61000	Classroom Teacher Salaries
62000	Local Control Accountability Plan
70000	Instructional Materials
71000	Teacher Misassignments
72000	School Accountability Report Card

A. Financial Statement Findings

None

B. State Award Findings

None

Bella Mente Montessori Academy Charter School
Schedule of Prior Year Audit Findings
Year Ended June 30, 2025

<u>Finding/Recommendation</u>	<u>Status</u>	<u>Explanation if Not Implemented</u>
Finding 2024-001 Immunizations (40000)		
In our review of immunization records, we identified 5 students that did not receive the required vaccines while being included in attendance.		
It was recommended that the School should establish a review process over immunization records to ensure students missing required vaccines are not included in attendance.	Implemented	N/A

BELLA MENTE CHARTER SCHOOL- AGENDA ITEM F. 3.

TO: Board of Directors

FROM: Superintendent

DATE: December 9, 2025

SUBJECT: Approval of a 2% Increase to the Classified and Certificated Hourly and Salary Pay Schedules

ISSUE: To remain competitive in the current education labor market and to recognize the commitment and dedication of Bella Mente Montessori Academy's staff, a 2% increase to the Classified and Certificated hourly and salary pay schedules is proposed, effective for the 2025-2026 school year.

BACKGROUND: Bella Mente Montessori Academy continues to face challenges in attracting and training high-quality staff due to rising living costs, increased competition from surrounding districts and charter schools, and the nationwide shortage of educators.

The post-COVID educational landscape has further intensified the demands on teachers and support staff. Educators today face increased academic, social emotional, and behavioral needs among students, requiring more individualized attention and classroom management expertise. Classified staff, particularly Instructional Assistants (IAs), play a critical role in supporting these efforts, ensuring each scholar receives the personalized attention that is core to the Montessori model.

However, competition for qualified hourly employees has grown sharply. With California's fast food minimum wage now set at \$20 per hour (effective April 2024), schools like Bella Mente must compete with private-sector employers offering higher base pay and fewer professional demands. This makes it increasingly difficult to recruit and retain IAs and other classified personnel whose work directly impacts student learning and classroom stability.

At the same time, inflation continues to erode the purchasing power of staff wages. The U.S. inflation rate for the 12 months ending September 2025 stands at approximately 3.0%, up slightly from 2.9% in August (Bureau of Labor Statistics, 2025). Without pay adjustments, staff effectively experience a real-wage decrease year over year.

The 2% pay schedule increase serves both as an acknowledgment of our employees' hard work and as a strategic step toward retaining a stable, qualified workforce. It also helps position Bella Mente competitively within our local labor market, where both public and private sector wages continue to rise.

To retain our high quality staff, it is crucial we review and adopt an updated certificated and classified pay system. The current recommendation has been compiled and reviewed by the Superintendent and Director of Support Services after an extensive review of Classified, Certificated and Certificated Management Pay Scales from the following organizations:

Classical Academies	High Tech High	San Marcos Unified
Guajome Park Academy	Vista Unified	Chula Vista Elementary U.
Carlsbad Unified	Oceanside Unified	Mueller Charter School

Link to information on inflation:

<https://www.bls.gov/charts/consumer-price-index/consumer-price-index-by-category-line-chart.htm>

In September 2024, the Board approved an increase in hourly rates and salaries for all staff, effective October 1, 2024.

FISCAL IMPACT/ FUNDING SOURCE: The proposed 2% increase will be funded through the General Fund. Budget projections indicate sufficient funds are available to cover the salary adjustments for both classified and certificated staff without negatively impacting instructional programs or student supports.

RECOMMENDATION: It is recommended that the Bella Mente Montessori Academy Board of Directors approve a 2% increase to the Classified and Certificated Hourly and Salary Pay Schedules, effective July 1, 2025.

This adjustment will:

- Ensure Bella Mente remains competitive with surrounding districts and local employers, including the fast-food industry now paying a \$20/hour minimum wage;
- Recognize and reward the continued dedication and excellence of all staff;
- Support recruitment and retention of Instructional Assistants and other essential hourly personnel who sustain classroom operations and student learning;
- Address inflationary pressures to preserve employee purchasing power;
- Strengthen staff morale and reinforce Bella Mente's commitment to valuing its people; and
- Help attract and retain highly qualified educators amid a national teacher shortage and rising recruitment costs, including increased H-1B visa expenses.

Respectfully Submitted,

Erin Feeley
Superintendent

[illegible]

*189 employees must work 142 days or more, year round must work 195 days or more



Bella Mente Academies

Certificated Teaching Staff, School Counselor
189 DAYS

STEPS													
	Intern	Intern w/ 2%	PreLim/No Mont	PreLim/No Mont w/ 2%	Prof Clear or Mont	Prof Clear or Mont w/ 2%	Prof Clear & MA	Prof Clear & MA w/ 2%	Prof Clear & Mont or Sped	Prof Clear & Mont or Sped w/ 2%	Prof Clear, MA & Mont or Prof Clear, MA & Sped	Prof Clear, MA & Mont or Prof Clear, MA & Sped w/ 2%	
	1		2		3		4		5		6		
1	\$62,400	\$63,648	\$67,729	\$69,084	\$67,729	\$69,084	\$71,219	\$72,644	\$71,219	\$72,644	\$81,619	\$83,252	
2			\$67,939	\$69,298	\$68,249	\$69,614	\$71,739	\$73,174	\$72,259	\$73,704	\$82,659	\$84,312	
3			\$68,639	\$70,012	\$69,139	\$70,522	\$72,259	\$73,704	\$73,279	\$74,765	\$83,699	\$85,373	
4			\$68,640	\$70,013	\$70,179	\$71,583	\$72,779	\$74,235	\$73,279	\$75,826	\$84,739	\$86,434	
5			\$69,139	\$70,522	\$71,219	\$72,644	\$73,299	\$74,765	\$73,279	\$76,887	\$85,779	\$87,495	
6			\$69,659	\$71,052	\$72,259	\$73,704	\$73,819	\$75,296	\$74,419	\$77,948	\$86,819	\$88,556	
7			\$70,179	\$71,583	\$73,299	\$74,765	\$74,339	\$75,826	\$74,419	\$79,008	\$87,859	\$89,616	
8			\$70,699	\$72,113	\$74,339	\$75,826	\$74,859	\$76,356	\$74,419	\$80,069	\$88,899	\$90,677	
9			\$71,219	\$72,644	\$75,379	\$76,887	\$75,379	\$76,887	\$75,379	\$81,130	\$89,939	\$91,738	
10			\$71,739	\$73,174	\$76,419	\$77,948	\$77,947	\$79,475	\$79,475	\$80,579	\$90,979	\$92,799	
11			\$72,779	\$74,235	\$77,979	\$79,539	\$80,318	\$81,845	\$81,845	\$82,139	\$92,539	\$94,390	
12			\$73,819	\$75,296	\$79,539	\$81,130	\$81,925	\$83,563	\$83,563	\$83,699	\$94,099	\$95,981	
13			\$74,859	\$76,356	\$81,099	\$82,721	\$83,532	\$85,202	\$85,202	\$85,259	\$95,659	\$97,572	
14			\$75,899	\$77,417	\$82,659	\$84,312	\$85,139	\$86,841	\$86,841	\$86,819	\$97,219	\$99,164	
15			\$76,939	\$78,478	\$84,219	\$85,904	\$86,745	\$88,500	\$88,500	\$88,379	\$98,779	\$100,755	
16			\$77,979	\$79,539	\$85,779	\$87,495	\$88,352	\$90,145	\$90,145	\$89,939	\$91,738	\$102,346	
17			\$79,019	\$80,600	\$87,339	\$89,086	\$89,945	\$90,804	\$90,804	\$91,499	\$93,329	\$103,937	
18			\$80,059	\$81,660	\$88,899	\$90,677	\$91,536	\$92,490	\$92,490	\$93,059	\$94,920	\$105,528	
19			\$81,099	\$82,721	\$90,459	\$92,268	\$93,076	\$93,652	\$93,652	\$94,619	\$96,512	\$107,120	
20			\$82,139	\$83,782	\$92,019	\$93,860	\$93,860	\$94,816	\$94,816	\$96,179	\$98,103	\$108,711	
21			\$82,919	\$84,578	\$93,059	\$94,920	\$94,920	\$96,825	\$96,825	\$97,219	\$99,164	\$109,772	
22			\$83,699	\$85,373	\$94,099	\$95,981	\$95,981	\$97,900	\$97,900	\$98,259	\$100,224	\$110,832	
23			\$84,479	\$86,169	\$95,139	\$97,045	\$97,045	\$98,982	\$98,982	\$99,299	\$101,285	\$111,893	
24			\$85,259	\$86,964	\$96,179	\$98,103	\$98,103	\$100,064	\$100,064	\$100,339	\$102,346	\$112,954	
25			\$86,039	\$87,760	\$97,219	\$99,164	\$99,163	\$101,146	\$101,146	\$101,379	\$103,407	\$114,015	
26			\$86,819	\$88,556	\$98,259	\$100,224	\$100,224	\$102,228	\$102,228	\$102,419	\$104,468	\$115,076	
27			\$87,599	\$89,351	\$99,299	\$101,285	\$101,285	\$103,310	\$103,310	\$103,459	\$105,528	\$116,136	
28			\$88,379	\$90,147	\$100,339	\$102,346	\$102,346	\$104,392	\$104,392	\$104,499	\$106,589	\$117,197	
29			\$89,159	\$90,942	\$101,379	\$103,406	\$103,406	\$105,474	\$105,474	\$105,539	\$107,650	\$118,258	
30			\$89,939	\$91,738	\$102,419	\$104,468	\$104,467	\$106,556	\$106,556	\$106,579	\$108,711	\$119,319	
Substitute Teacher	\$28.84												
Teacher Hourly Rate	\$30.00												

Board Pending - 1/1/26

Salary Placement Guideline

- 1) Pay scale placement is determined by the credentials held as of July 1.
- 2) Teachers must work .75 or more of a year to advance to the next year on the pay scale.
- 3) Max 5-year experience cap for certificated employees hired after 7/1/2020.

Certification Requirements for Employment:

- *CLAD or EL certification required.
- *Teachers with a Montessori credential must obtain a valid California teaching credential within 60 days to maintain their employment.

Montessori certification must begin within one year of hire and be completed over two consecutive summers. The certification process follows this timeline:

- *Course: Completed over two consecutive summers.
- *Practicum: Conducted during the school year following the second summer course.
- *Test: Taken in the summer after completing the practicum.
- *For example: Begin training in the summer of 2023, complete the course by the summer of 2024, conduct the practicum during the 2024-2025 school year, and take the test in the summer of 2025.

Note: If enrollment in the Montessori course is missed for any reason, the agreement may be subject to termination.



Bella Mente Academies

**Certificated Teaching Staff,
School Counselor**

All credentials and degrees must be active by July 1st preceding the start of the school year, or the first day of work if starting after the first day of school, to qualify for corresponding pay scales. Please note that Montessori credential pay increases will be effective the following school year if received after July 1st.

Intern	PreLim/No Mont	Prof Clear or Mont	Prof Clear & MA	Prof Clear & Mont or Sped	Prof Clear, MA & Mont or Prof Clear, MA & Sped
Intern Credential Program candidates who do not hold their Intern Permit on their first day of employment will be required to hold a 30 Day Substitute Teaching Permit and will be paid at the hourly sub rate until Intern Permit is received. Intern Permit must be received within 60 days of employment to retain position.	CA Preliminary Credential (SB2042) with EL authorization, CLAD or passed CTCL	CA Multile Subject Credential (SB2042) with EL authorization, CLAD or passed CTCL	1) CA Preliminary Credential (SB2042) with EL authorization, CLAD or passed CTCL 2) MA Degree	1) CA Preliminary Credential (SB2042) with EL authorization, CLAD or passed CTCL 2) Completed MACTE Montessori Certification 3) Education Specialist Credential with EL and autism added authorizations	1) CA Preliminary Credential (SB2042) with EL authorization, CLAD or passed CTCL 2) Completed MACTE Montessori Certification 3) Official transcript for MA received prior to July 1st or 1st day of employment
Intern CA Permit		Single Subject CA Credential (SB2042) with EL authorization, CLAD or passed CTCL		1) CA Preliminary Credential (SB2042) with EL authorization, CLAD or passed CTCL 2) CA Clear Credential Mild/Mod 3) Has a MA degree	1) CA Preliminary Credential (SB2042) with EL authorization, CLAD or passed CTCL 2) CA Clear Credential Mild/Mod 3) Has a MA degree
		1) BA/BS degree 2) CA Intern Permit or CA Preliminary Credential 3) Completed SMS, AMI, MACTE Montessori Certification		1) CA Preliminary Credential (SB2042) with EL authorization, CLAD or passed CTCL 2) CA Clear Credential Mod/Severe	1) CA Preliminary Credential (SB2042) with EL authorization, CLAD or passed CTCL 3) Has a MA degree



Bella Mente Academies

Leadership

	Superintendent	Superintendent w/ 2%	Director of Compliance and Academic Accountability and Director of Support and Child Nutrition Services	Director of Compliance and Academic Accountability and Director of Support and Child Nutrition Services w/ 2%	Principal/ Director of Special Education	Principal/ Director of Special Education w/ 2%	Assistant Principal	Assistant Principal w/ 2%
	225 Day		215 Day		210 Day		210 Day	
STEPS								
1	\$144,017.95	\$146,898.31	\$124,174.59	\$126,658.08	\$117,566.36	\$119,917.69	\$105,298.57	\$107,404.54
2	\$149,644.99	\$152,637.89	\$129,025.11	\$131,605.62	\$122,159.85	\$124,603.05	\$109,412.74	\$111,600.99
3	\$155,272.04	\$158,377.48	\$133,876.72	\$136,554.26	\$126,754.53	\$129,289.62	\$113,527.97	\$115,798.53
4	\$160,899.08	\$164,117.06	\$138,727.25	\$141,501.79	\$131,348.02	\$133,974.98	\$117,642.14	\$119,994.98
5	\$166,525.04	\$169,855.54	\$143,382.03	\$146,249.67	\$135,941.51	\$138,870.34	\$121,756.31	\$124,191.44
6	\$172,152.09	\$175,595.13	\$148,431.55	\$151,400.18	\$140,536.61	\$143,348.21	\$125,871.54	\$128,388.97
7	\$175,595.58	\$179,107.50	\$151,400.27	\$154,428.27	\$143,348.01	\$146,213.75	\$128,389.06	\$130,956.84
8	\$179,107.22	\$182,689.36	\$154,428.47	\$157,517.04	\$146,213.50	\$149,137.77	\$130,956.44	\$133,575.56
9	\$183,584.90	\$187,256.59	\$158,289.18	\$161,454.96	\$150,536.71	\$153,611.90	\$134,885.13	\$137,582.83
10	\$189,092.44	\$192,874.29	\$163,037.85	\$166,298.61	\$155,117.22	\$158,220.25	\$138,931.68	\$141,710.32
11	\$194,765.22	\$198,660.52	\$167,928.99	\$171,287.57	\$159,771.43	\$162,966.86	\$143,099.63	\$145,961.63
12	\$200,608.17	\$204,620.34	\$172,966.86	\$176,426.20	\$164,564.58	\$167,855.87	\$147,392.62	\$150,340.47
13	\$206,626.42	\$210,758.95	\$178,155.86	\$181,718.98	\$169,251.51	\$172,891.54	\$151,814.40	\$154,850.69
14	\$212,825.21	\$217,081.71	\$183,500.54	\$187,170.55	\$174,036.52	\$178,078.29	\$156,368.83	\$159,496.21
15	\$219,209.97	\$223,594.17	\$189,005.56	\$192,785.67	\$179,824.16	\$183,420.64	\$161,059.90	\$164,281.09

Board Pending - 1/1/2026

*Max 5 year experience cap certificated employees hired after 7/1/2020
Employees will begin on step 5

*\$3,500 Annual Master's or Doctorate Stipend

DRAFT



Bella Mente Academies

Classified Management

215 Day

Job Range

#	20	20 w/ 2%
STEPS		
1	\$88,448.32	\$90,217.29
2	\$90,659.53	\$92,472.72
3	\$92,926.01	\$94,784.54
4	\$95,249.16	\$97,154.15
5	\$97,630.40	\$99,583.01
6	\$100,071.16	\$102,072.58
7-9	\$101,071.87	\$103,093.31
10-14	\$102,082.59	\$104,124.24
15-19	\$103,103.42	\$105,165.48
20-24	\$104,134.44	\$106,217.13
25-29	\$105,175.79	\$107,279.31
30	\$106,227.55	\$108,352.10

Board Pending - 12/09/26

DRAFT



Bella Mente Academies

Special Education 189 DAYS

	School Psychologist/ Speech Language Pathologist/ Occupational Therapist	School Psychologist/ Speech Language Pathologist/ Occupational Therapist w/ 2%
	189 Days	
STEPS		
1	\$81,617	\$83,249
2	\$82,496	\$84,146
3	\$83,888	\$85,566
4	\$85,077	\$86,779
5	\$88,414	\$90,182
6	\$91,728	\$93,563
7	\$92,690	\$94,544
8	\$93,617	\$95,489
9	\$94,553	\$96,444
10	\$95,498	\$97,408
11	\$96,453	\$98,382
12	\$97,224	\$99,169
13	\$98,002	\$99,962
14	\$98,983	\$100,963
15	\$99,774	\$101,770
16	\$100,772	\$102,787
17	\$101,578	\$103,609
18	\$102,594	\$104,646
19	\$103,414	\$105,483
20	\$104,449	\$106,538
21	\$105,284	\$107,390
22	\$106,338	\$108,465
23	\$107,189	\$109,332
24	\$108,260	\$110,425
25	\$109,126	\$111,309
26	\$110,217	\$112,421
27	\$111,099	\$113,321
28	\$112,210	\$114,454
29	\$113,107	\$115,369
30	\$114,239	\$116,524

Board Pending - 12/09/25

\$1,500 Master's Stipend