



# The State Bar of California

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**OPEN SESSION**  
**AGENDA ITEM O-407**  
**AUGUST 2020**  
**COMMITTEE OF BAR EXAMINERS**

**DATE:** August 21, 2020

**TO:** Members, Committee of Bar Examiners

**FROM:** Natalie Leonard, Principal Program Analyst

**SUBJECT:** Action on major Change of Ownership and Location – Western Sierra Law School

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## EXECUTIVE SUMMARY

The current owner of Western Sierra Law School seeks advance approval from the Committee of Bar Examiners for two major changes: 1) changing the ownership of the school by transferring it from Angela Saldarriaga to Western Sierra Law School LLC, owned by school alumni Joshua and Erika Schoonover; and 2) changing the location of the school to 3458 Seagate Way, Suites 110 and 250, Oceanside, CA 92056 and mailing address at Western Sierra Law School, PO Box 728, Bonsall, CA 92003. The school has provided a detailed plan documenting how the purchasers will ensure continued compliance with the Rules and Guidelines for Unaccredited Law Schools. (Attachment A)

Because it appears that this purchase is being conducted consistent with the Rules and Guidelines for Unaccredited Law Schools, and the purchasers have advanced a plan to continue to operate the school under conditions of continued compliance, it is recommended that both the purchase and change of location be approved, and that a periodic inspection be scheduled to take place in 2021.

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## BACKGROUND

Registered, unaccredited law schools must seek prior approval to make major changes, including change of ownership or change location of the law school. (Rules 4.245 (B), (I)) The

Committee will evaluate “any effect the change might have on the law school’s compliance with the rules.” (Rule 4.245)

Western Sierra Law School (Western Sierra) is a registered, unaccredited fixed-facility law school located in San Diego. The owner, Angela Saldarriaga, decided to sell the school after her husband passed away earlier this year. The proposed purchase entity, Western Sierra Law School LLC, is owned by Western Sierra graduates Joshua and Erika Schoonover.

The purchasers plan to relocate the campus to Oceanside, approximately 35 miles from the school’s current location. In the short term, the school plans to continue to utilize the Committee’s waiver to allow fixed facility schools to teach classes online through August 31, 2020 due to the pandemic until it is possible to return to offering fixed facility classes. The school’s fifteen enrolled students have been taking their classes online via Zoom.

## **DISCUSSION**

When evaluating these requests, the Committee should look to the effect of the request on the Committee’s compliance.

Here, the school provided a detailed summary of its plans to largely continue the operations of this school, which has been operating in compliance with the Rules and Guidelines for Unaccredited Law Schools.

While preparing their joint application, the purchasers reviewed the school’s operations, the CBE’s rules and guidelines and documents related to the school’s most recent periodic inspection conducted in 2016. After reviewing these materials, the proposed purchasers concluded and confirmed that they would continue operations in a manner largely unchanged from current operations. The school’s JD course structure and calendar will continue, as will most of the other operating and record keeping functions.

The purchasers plan to make the following changes that are not expected to reduce compliance.

The school will relocate from San Diego to Oceanside, approximately thirty-five miles away, in classroom facilities with adequate space for the current student body and the option to lease additional space nearby for physical distancing if needed. The offices and classrooms will be located in separate locations in the same suite. The location is proposed to be 3548 Seagate Way, Oceanside, California 92056, with offices located in Suite 110 and classrooms located in suite 250. The school’s mailing address will be at PO Box 748, Bonsall, CA 92003. Facilities and records will be moved during the period while classes are taking place online, so there will be no disruption to student study. The purchasers have secured a business license to operate in the new location.

Also, the school will continue to teach classes remotely through August 31, 2021 under the CBE’s general waiver allowing all fixed facility schools to do so.

The purchasers plan to make the following change that will increase compliance.

The purchase is proposed to include the transfer of ownership of the school's library. The proposed purchasers reviewed these books and made a plan to purchase certain needed updates to a selection of the volumes. These updates are expected to arrive in fall 2020.

While the proposed dean meets the requirement of being a law school graduate, having graduated from this law school himself and operated successful businesses, he has not had experience operating a school. Similarly, the registrar, also a graduate of the school, has degrees in business, but has not served as a registrar. They chose to pursue this opportunity, however, due to loyalty to their alma mater because they did not wish to see it close. The purchasers have already assumed the roles that they would continue after the purchase, with Joshua Schoonover serving as Dean and Erika Schoonover serving as Registrar. This transitional time allows them to apprentice under the school's current owner.

They will be assisted by an advisory board consisting of the Schoonovers and an additional attorney, currently Robert Turner, who would assist with issues related to the operation of the school. Current owner Angela Saldarriaga has agreed to continue to assist through a transition period as well. The new owners are encouraged to add additional members with relevant experience in higher education and law school administration.

All parties hope to execute the purchase and change of location and address as soon as possible. They have agreed to advise the State Bar when the purchase is complete, as well as when the physical move of facilities is complete, and to participate in a video call to confirm the move's completion.

The school is tentatively set for periodic inspection in winter 2021, and it is recommended that an inspection be conducted as soon as possible in 2021 as the circumstances of the pandemic allow.

## **FISCAL/PERSONNEL IMPACT**

None

## **AMENDMENTS TO RULES OF THE STATE BAR**

None

## **AMENDMENTS TO BOARD OF TRUSTEES POLICY MANUAL**

None

## **STRATEGIC PLAN GOALS & OBJECTIVES**

Goal: None - core business operations

## **RECOMMENDATIONS**

It is recommended that the Committee of Bar Examiners accept and file this application for major change seeking a change of ownership and change of location, and grant the change, subject to an inspection to be conducted as soon as practical in 2021, and that the school confirm the date that the purchase closes, as well as the date that the facility move is complete.

Because this team does not have experience running a school, it will be important for them to become educated in this area, and to consider associating those with experience in this area. The school's progress can be assessed as part of the inspection.

## **PROPOSED MOTION**

Should the Committee of Bar Examiners agree with staff recommendations, the following motion should be made:

**MOVE**, that the application of Western Sierra Law School seeking major changes to transfer ownership of the school to Western Sierra Law School, LLC and change the location to 3548 Seagate Way, Oceanside, California, Suites 110 and 250 and the mailing address to PO Box 728, Bonsall, California, 92003, be received and filed; that the requests be granted conditioned upon the school advising the State Bar within 30 days of the date of the closing of the purchase and again with 30 day of the date of the facility move, and consenting to undergo a periodic inspection during as soon as practical in 2021 subject to the fees stated in the Schedule of Charges and Deadlines. This permission will lapse if the purchase is not concluded within one year from this date.

## **ATTACHMENT(S) LIST**

- A.** Western Sierra Law School Supplemental Response and Plan for Continued Compliance



WESTERN SIERRA LAW SCHOOL  
3548 Seagate Way, Suite 110  
Oceanside, CA 92056  
(760) 855-3137  
Email: [wslawschool@gmail.com](mailto:wslawschool@gmail.com)

Committee of Bar Examiners  
State Bar of California  
180 Howard Street  
San Francisco, CA 94105-1639

**May 7, 2020**

*Re: Notice of Major Change & Request for Approval*

Dear Committee Members:

I am writing to inform you of a series of recent changes at Western Sierra Law School that are set to take effect as of May 31, 2020, which changes necessitate proper notice under Rule 4.246.

#### Background

It is with a heavy heart that I write to inform you that John O. Meyers, former dean at Western Sierra Law School, has recently passed. Mr. Meyers' passing has placed a heavy burden on the school's owner, Angela Saldarriaga, who was married to Mr. Meyers. The school's faculty has come together for the Spring 2020 quarter in support of Angela, and the educational program has remained largely unaffected, except for certain issues imposed by the recent pandemic, for example, the school's physical classrooms have temporarily closed and courses have transitioned to an online format. Now, due to a need to wind down her husband's affairs and spend more time with her family, Ms. Saldarriaga has elected to sell the law school effective Summer quarter 2020 (May 31, 2020). This sale and transfer of ownership, and circumstances that come with the sale of a business, bring about several changes that are required to be disclosed, which are detailed in the following information.

#### Ownership

Beginning on May 31, 2020, Western Sierra Law School LLC (a California limited liability company) will assume full ownership of the Western Sierra Law School.

Western Sierra Law School LLC was formed with the California Secretary of State on May 6, 2020 and is owned by Erika C. Schoonover, M.S., J.D. and Joshua S. Schoonover, Esq. (the members of the LLC).

The law school will remain a for-profit business.

The foregoing change of ownership will have no effect on the law school's compliance with the Rules.

#### Dean of Students

On May 31, 2020, Mike Herrin will step down and no longer serve as dean of Western Sierra Law School.

Also, on May 31, 2020, Joshua Schoonover will become the new dean at Western Sierra Law School.

The nature of this change relates to the change of the school's ownership. Dean Mike Herrin has done an excellent job and is terminated only to facilitate the new ownership transition.

Joshua Schoonover is a competent dean and meets the requirements under the Rules.

The foregoing change of dean will have no effect on the law school's compliance with the Rules.

#### Registrar

On May 31, 2020, Angela Saldarriaga will step down as president & registrar.

Also, on May 31, 2020, Erika Schoonover will become the new assistant dean, administrator and registrar at Western Sierra Law School. Erika will dedicate substantial time to working with students and faculty in matters relating to the law school's JD program.

The nature of this change relates to the change of the school's ownership. Angela Saldarriaga has done an excellent job and is stepping down and selling the school in order to tend to her family in the wake of her husband's passing.

Erika Schoonover is competent under the Rules to assume the duties of each of assistant dean, administrator, and registrar of the law school.

The foregoing change of the administrator and registrar will have no effect on the law school's compliance with the Rules.

#### Physical Address

To facilitate the change of ownership, on May 31, 2020 the physical address of the school will change to:

**WESTERN SIERRA LAW SCHOOL – Business Office  
3548 Seagate Way, Suite 110  
Oceanside, CA 92056**

**WESTERN SIERRA LAW SCHOOL – Classrooms  
3548 Seagate Way, Suite 250  
Oceanside, CA 92056**

The new location is 34.5 miles, approximately a 38-minute drive according to Google Maps, from the current school location. While this may impose a mild impact on some of the students with respect to commute to the school, other students will find themselves with a reduced travel burden.

In addition, many jobs in the legal profession have moved to north San Diego county, resulting in the availability of more faculty near the new location.

The San Diego Superior Court, North County Division, is located 4.8 miles from the new location. This new location is convenient for student attendance at public trials and events offered at the court.

The San Diego County Public Law Library is also located 4.8 miles from the new location, affording students an opportunity to access legal research materials and other resources.

The new location will enable the school to satisfy the needs of students in San Diego county as well as southern Orange and Riverside counties (ex: San Clemente, Temecula, Murrieta).

There are many colleges and universities in the vicinity of the new location, including, *inter alia*: California State University San Marcos, MiraCosta College, Palomar College, Mt. San Jacinto College, Saddleback College, San Diego Mesa College, Grossmont College, Miramar College, and others.

The new business office will be located in a separate suite but within the same building as the new location of classrooms.

The foregoing change of physical address will have no effect on the law school's compliance with the Rules.

**Mailing Address**

To facilitate the change of ownership, available immediately, but proposed to become effective on May 15, 2020, the mailing address of the law school will change to:

**WESTERN SIERRA LAW SCHOOL  
P.O. Box 748  
Bonsall, CA 92003**

The foregoing change of mailing address will have no effect on the law school's compliance with the Rules.

### Correspondence

To facilitate the change of ownership, on May 31, 2020 the following contacts will become updated as follows:

#### **Primary Administrative Office / Head Administrator / Registrar**

Erika C. Schoonover, MS, JD  
Assistant Dean, Administrator and Registrar  
Western Sierra Law School

Phone: (760) 855-3137  
Facsimile: (858) 408-3339  
Email: wslawschool@gmail.com  
Physical Address: 3548 Seagate Way, Suite 110, Oceanside, CA 92056  
Mailing Address: P.O Box 748, Bonsall, CA 92003

#### **Dean of Students**

Joshua S. Schoonover, Esq.  
Dean of Students  
Western Sierra Law School

Phone: (858) 565-4730  
Facsimile: (858) 408-3339  
Email: jschoonover@coastalpatent.com  
Physical Address: 3548 Seagate Way, Suite 110, Oceanside, CA 92056  
Mailing Address: P.O Box 748, Bonsall, CA 92003

The foregoing change of correspondence will have no effect on the law school's compliance with the Rules.

### Website

This is to indicate that no change will be made to the domain name associated with the law school's website; i.e. <http://wslawschool.com>. Because there will be no change to the website, this will have no effect on the law school's compliance with the Rules.

### Inspection

Western Sierra Law School is due for inspection in 2021.



Based on the change of ownership, and other changes described above, we welcome an opportunity for an inspection this year, or whenever the committee's resources are sufficiently available.

The inspection will provide a means for the new ownership to build a rapport with the committee and encourage expeditious organization and compliance with the Rules.

We understand that the COVID-19 pandemic has placed an unanticipated burden on the committee, namely w/r/t to the bar examinations; however, please contact us to schedule an inspection, or to communicate the next steps deemed appropriate by the committee given the information presented above, for example, perhaps the school should conduct a self-audit and provide a report to the committee prior to the forthcoming inspection. Alternatively, please communicate an intent to allow the law school to continue business until the committee has an opportunity to schedule and conduct an inspection. In the meantime, we will work to organize records and build internal procedures during the transfer of ownership and in anticipation of a forthcoming inspection. We have a copy of the Rules and Guidelines, and believe we are capable of interpreting these documents and ensuring substantial compliance therewith.

We note this request is required to be accompanied by fees under Rule 4.245; however, the fees appear to be stated as \$275/hour. We are enclosing payment of \$275 for one hour of time to review this letter and provide the committee's response. Should more fees be required, please indicate such in a subsequent correspondence.

Please accept this letter as the required Notice under Rule 4.246.

Please contact us if you have any questions or require further information.

Please approve the referenced changes in accordance with the committee's procedures.

Sincerely,

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Erika C. Schoonover, MS, JD  
Assistant Dean

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Joshua S. Schoonover, Esq.  
Dean





WESTERN SIERRA LAW SCHOOL  
3548 Seagate Way, Suite 110  
Oceanside, CA 92056  
(760) 855-3137  
Email: [wslawschool@gmail.com](mailto:wslawschool@gmail.com)

Committee of Bar Examiners  
State Bar of California  
180 Howard Street  
San Francisco, CA 94105-1639

**June 29, 2020**

*Re: Supplemental Response and Plan for Continued Compliance*

Dear Committee Members:

Please accept this letter as Western Sierra Law School's supplemental response to our letter of May 8, 2020, and further identification of the school's plan for continued compliance with the Unaccredited Law School Rules and Guidelines for Unaccredited Law School Rules, as well as CRC 9.30, and California Business & Professions Code 6060.

*Request for Immediate Full or Conditional Approval of Changes*

In our letter of May 8, 2020, we identified a number of changes for which we seek the approval of the State Bar of California, Committee of Bar Examiners ("Committee"); namely, changes of (i) ownership, (ii) dean, (iii) assistant dean and registrar, (iv) physical address of classroom and business office, and (v) mailing address. (See letter of May 8, 2020, the contents of which are hereby incorporated by reference).

It is our understanding that the Committee is presently encumbered with an urgent need to develop protocol for and to administer the September 2020 bar exam (remotely), and that resources for an immediate inspection and formal approval of all requested changes may be limited.

Moreover, COVID-19 has had a particularly special and serious impact on Western Sierra Law School as we believe Angela Saldarriaga's husband passed away from this horrible disease in a sudden and unexpected manner. This untimely loss imposed burdens on the school and the school's owner, and required an immediate shift in the school's daily operations and delegation of duties; namely, the collective efforts of faculty, and Erika and Joshua Schoonover (the "Purchasers"), to step in and ensure continued operations and provision of legal education to the students. Ms. Saldarriaga, the faculty, and the Purchasers have, and continue to work together to ensure that the students of the law school receive, without interruption, legal instruction in accordance with the above-identified Rules and Code.

Taking into consideration the unfortunate events which have impacted Western Sierra Law School, and the students' need for continued and uninterrupted legal education, we respectfully ask for special consideration, waiver where necessary, and expedited approval of

the requested changes, or at the very least, a temporary, conditional approval of the requested changes, until a formal inspection can be completed, or otherwise as may be deemed appropriate by the Committee.

#### Continued Compliance

Western Sierra Law School provided the Committee a self-study report on February 1, 2016 ("Self-Study Report"). A copy of the Self-Study Report is enclosed herewith.

The Purchasers have reviewed, and indeed have become familiar with, each of: the Self-Study Report, the Unaccredited Law School Rules and Guidelines for Unaccredited Law School Rules, as well as CRC 9.30, and California Business & Professions Code 6060.

The plan for continued compliance is to maintain all practices, including, *inter alia*, documents and procedures as described in the Self-Study Report, except as explicitly provided herein or in our letter of May 8, 2020.

With reference to the Self-Study Report, using numerical identifiers corresponding therewith, in the following paragraphs we will identify those sections where changes are anticipated, and indicate the corresponding details of such changes to the extent they are presently available. With respect to other sections of the Self-Study Report, where explicit change is omitted herein or otherwise identified as "No material changes," such is intended to indicate that compliance will be maintained as previously described in the Self-Study Report.

#### **Rule 4.240 (A) – LAWFUL OPERATION**

##### 2. Business License (Self-Study Report, pg.3)

Western Sierra Law School is in process of obtaining a business license covering the proposed new location. A copy of the business license can be provided upon receipt thereof from the city of Oceanside. The city of Oceanside has now reopened (from closure due to COVID-19) and we expect to obtain a business license within weeks of this letter.

##### 5. Entity / Articles

The new ownership entity will be Western Sierra Law School, LLC (California). Information about the entity, including a downloadable copy of the Articles and other documents, is available at the secretary of state's website. For convenience, a copy of the Articles is attached herewith, marked as "**Exhibit A**".

#### **Rule 4.240 (B) – INTEGRITY**

No material changes.

#### **Rule 4.240 (C) – GOVERNANCE**

##### 11. Organizational Chart

Attached and labeled as "**Exhibit B**" is a chart of all administrative positions at Western Sierra Law School.

12. Resumes of Administrative Persons

Attached and labeled as “**Exhibit C**” is a resume of proposed new dean Joshua S. Schoonover, Esq. (CA Bar No. 290,321).

Attached and labeled as “**Exhibit D**” is a resume of proposed new assistant dean, administrator & registrar, Erika C. Schoonover, M.S., J.D.

14. List of Members of Board of Directors

Upon CBE approval, the informal board will consist of Dean J. Schoonover, Asst. Dean E. Schoonover, and at least one faculty by volunteer each quarter, presently Robert H. Turner (CA Bar No. 211,268). Questions raised will be carried from Asst. Dean E. Schoonover to each of them jointly and severally as needed. The informal board will meet before class Monday-Thursday and jointly on an as-needed basis.

**Rule 4.240 (D) – DEAN AND FACULTY**

No material changes.

**Rule 4.240 (E) – EDUCATIONAL PROGRAM**

No material changes.

**Rule 4.240 (F) – SCHOLASTIC STANDARDS**

No material changes.

**Rule 4.240 (G) – ADMISSIONS**

No material changes.

**Rule 4.240 (H) – LIBRARY**

41. List of items in the library collection.

The Purchasers will receive and physically maintain all volumes currently in the Western Sierra Law School library at the site of the proposed new location. The library comprises physical volumes of CA Reports, CA Appellate Reports, Deering’s CA Codes, and West CA Law Digest, as well as a current treatise or text for each course offered by the law school. The library presently requires an update to bring the CA Reports, CA Appellate Reports, Deering’s CA Codes, and West CA Law Digest current; to this end we note that maintenance of the library is ongoing. The CA Reports and CA Appellate Reports are cumulative; however, Deering’s CA Codes and West CA Law Digest are not. Therefore, we will add new volumes to update the CA Reports and CA Appellate Reports and bring current, whereas we will purchase new volumes of the Deering’s CA Codes and West CA Law Digest. We have inquired with Thompson and Lexis regarding these updates and to begin a purchase order; however, due to COVID, some items are currently unavailable, estimated to arrive in Fall 2020.

#### **Rule 4.240 (I) – PHYSICAL RESOURCES**

##### 45. Diagram of physical facilities.

Attached and labeled as “**Exhibit E**” is a floor plan of suite 250 at 3548 Seagate Way, Oceanside, CA 92056 (the classroom and library).

Attached and labeled as “**Exhibit F**” is a floor plan of suite 110 at 3548 Seagate Way, Oceanside, CA 92056 (the offices).

These facilities are sufficient to accommodate the law school's current students (14 total; 2\*1L, 7\*2L, 3\*3L, and 2\*4L). Additionally, these facilities are sufficient to accommodate up to: 15 students and 1 instructor per course (with minor changes to furniture arrangements), or up to 45 students total.

We have identified a backup option, should the number of students exceed 15 in any given course being offered, which includes leasing on a short-term basis (example, ten weeks) a classroom from MiraCosta College (<http://www.miracosta.edu/administrative/facilities/facilitiesrental.html>) that is 2.2 miles from the proposed new location of the law school and located at: 1 Barnard Drive, Oceanside, CA 92056.

##### 46. Lease of the physical facilities

The proposed location is leased by the law school. The lease is for ten years beginning June 1, 2020, with a ten-year option to renew at fair market terms. The material terms include a rent of \$2500 per month, security deposit of \$2500, lessee to maintain general liability insurance suitable for the business, improvements require lessor's approval, lessee to pay utilities (electric and internet service). A copy of the lease is enclosed and marked “**Exhibit G**”.

#### **Rule 4.240 (J) – FINANCIAL RESOURCES**

##### 48. Statement of assets/liabilities, financial statement, describe claims or civil actions

Western Sierra Law School presently holds assets in the amount of \$96,859.86 and liabilities in the amount of \$85,150.00; please see the enclosed Balance Sheet marked as “**Exhibit H**”.

The law school has sufficient assets to update the library and execute operations thru end of year 2020.

Moreover, the law school has access to two lines of credit, one in the amount of \$50,000 and another in the amount of \$60,000, should additional resources be required to fund law school operations.

There are no present or anticipated claims or civil actions against Western Sierra Law School.

##### 49. Financial projections

The Purchasers are enclosing three years of financial projections according to currently available information, and assuming six (6) new students per year. We believe these numbers to be extremely conservative, based on existing data and subject to uncertainty due to the current COVID-19 pandemic. Please see the anticipated financials enclosed and marked as “**Exhibit I**”.

#### **Rule 4.240 (K) – RECORDS AND REPORTS**

51. Maintenance of law school's records and reports.

No current changes. However, we intend to immediately begin efforts to scan all paper records, upload PDF copies of the scanned documents to a secure server such as dropbox.com or an equivalent, and eventually shred the paper files that are more than 5 years old after confirming integrity and security of an electronic backed-up copy.

**Rule 4.240 (L) – EQUAL OPPORTUNITY AND NON-DISCRIMINATION**

No Material Changes.

Other / COVID-Related Changes

On or about March 23, 2020, Western Sierra Law School transitioned from physical classroom instruction to online (virtual) classroom instruction pursuant to The Committee of Bar Examiners' letter concerning Item O-400 "*Waiver Allowing Temporary Transition to Online Classes and Discretion to Adopt Pass-Fail Grading through August 31, 2020 at Accredited and Unaccredited Law Schools to Address Issues Related to COVID-19*", dated March 30, 2020. The virtual classroom instruction was provided in substantially the same format as physical classroom instruction, for example: case briefing and Socratic method between instructors and students, albeit via online video conferencing. All required hours of instruction were provided to students in each course during the law school's Spring 2020 quarter. Please find a summary of courses offered and students attending during Spring 2020 quarter, enclosed and marked as "**Exhibit J**".

Since June 8, 2020, and throughout the remainder of the summer quarter, all instruction has been and will continue to be provided via online classroom instruction using ZOOM (<https://zoom.us>). Instruction continues to be provided as the study of cases, case briefing and Socratic method discussion in a (virtual) classroom setting. Instructors are recording and certifying attendance by way of an attendance record. Please find a summary of courses offered and students attending during Summer 2020 quarter, enclosed and marked as "**Exhibit K**".

We anticipate the CBE will update all law schools regarding any further changes or reversion to policies concerning physical (in person) fixed facility instruction; however, to the extent necessary, we hereby respectfully request special consideration concerning all requirements related to 'physical' classroom instruction during the COVID-19 pandemic.

Specifically, we request the CBE to define the term "classroom" as may be used in the Unaccredited Law School Rules and Guidelines for Unaccredited Law School Rules, as well as CRC 9.30, and California Business & Professions Code 6060 to mean "a room, including any physical or virtual room, in which a course is taught to students," at least until restrictions of the current pandemic are lifted by the applicable state and federal government authorities.

We make this request because: (i) any student who believes that he/she may have been exposed to a person with COVID-19 has a duty to protect his or her classmates and instructors by isolating in quarantine for a period of at least fourteen (14) days, but is entitled to continue legal education that may be easily provided online via a virtual classroom; (ii) any student who is ill should stay home, and if feeling well enough, should participate in his/her legal education

online via a virtual classroom; and (iii) any student traveling for work or to assist family, particularly the elderly, during the pandemic should have an option to participate in legal study online via a virtual classroom. In contrast, requiring physical attendance during the pandemic is likely to spread the disease and unnecessarily place others at health risks. Because we have successfully adopted ZOOM for delivery of virtual classroom instruction, and we believe that we are successful using ZOOM, it is reasonable to extend the physical classroom to a virtual classroom using ZOOM for those who cannot (or should not) attend physical in-class sessions. To this end, we are able to install audio/video equipment for integrating the physical and virtual classrooms as one, such that professors and students can interact much like they would in an exclusively physical class session.

#### Requests for Committee Approval

1. *Please approve the ownership change of Western Sierra Law School from current owner Angela Saldarriaga to new owner Western Sierra Law School LLC (California).*
2. *Please approve the new Western Sierra Law School offices, library and classroom location at 3548 Seagate Way, Suites 110 and 250, Oceanside, CA 92056. All prior addresses will be discontinued (i.e. this is a relocation, not a second location).*
3. *Please approve Joshua S. Schoonover, Esq. as the new dean of Western Sierra Law School.*
4. *Please approve Erika C. Schoonover, M.S., J.D. as the new assistant dean, administrator & registrar of Western Sierra Law School.*
5. *Please approve the new mailing address for Western Sierra Law School as: P.O. Box 748, Bonsall, CA 92003.*
6. *Please approve the new phone number for Western Sierra Law School's primary administrative office as: (760) 855-3137.*
7. *Please approve or adopt, as far as the Committee's interpretation, an expanded definition of "classroom" as used in the Unaccredited Law School Rules and Guidelines for Unaccredited Law School Rules, as well as CRC 9.30, and California Business & Professions Code 6060 to mean "a room, including any physical or virtual room, in which a course is taught to students," at least until restrictions of the current pandemic are lifted by the applicable state and federal government authorities.*

#### Conclusion

We believe the above information is complete, accurate, and sufficient to enable the Committee to authorize the requested changes. Therefore, please approve the requested changes at the Committee's earliest convenience, or at least indicate a temporary, conditional approval, subject to further inspection. We anticipate a return to in-person classes beginning August 31, 2020, at the proposed new location, and therefore we respectfully request an expedited approval of the requests herein, such that there will be no interruption in the legal education offered to students.



Sincerely,

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Erika C. Schoonover, MS, JD  
Assistant Dean

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Joshua S. Schoonover, Esq.  
Dean



EXHIBIT A

**California Secretary of State**  
**Electronic Filing**

**FILED**

Secretary of State  
State of California

## LLC Registration – Articles of Organization

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Entity Name: WESTERN SIERRA LAW SCHOOL LLC

Entity (File) Number: 202013210677

File Date: 05/06/2020

Entity Type: Domestic LLC

Jurisdiction: California

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### Detailed Filing Information

1. Entity Name: WESTERN SIERRA LAW SCHOOL LLC
2. Business Addresses:
  - a. Initial Street Address of Designated Office in California: 3548 Seagate Way, Suite 110  
Oceanside, California 92056  
United States
  - b. Initial Mailing Address: 3548 Seagate Way, Suite 110  
Oceanside, California 92056  
United States
3. Agent for Service of Process: Erika C. Schoonover  
3548 Seagate Way, Suite 110  
Oceanside California 92056  
United States
4. Management Structure: All LLC Member(s)
5. Purpose Statement: The purpose of the limited liability company is to engage in any lawful act or activity for which a limited liability company may be organized under the California Revised Uniform Limited Liability Company Act.

Electronic Signature:

The organizer affirms the information contained herein is true and correct.

Organizer:

Erika C. Schoonover

## EXHIBIT B

### WESTERN SIERRA LAW SCHOOL ORGANIZATIONAL CHART

Joshua S. Schoonover, Esq.  
Dean  
Part-time, volunteer

Erika C. Schoonover, M.s., J.D.  
Assistant Dean, Administrator & Registrar  
Part-time, independent contractor

## EXHIBIT C

# Joshua Schoonover

San Diego, California, United States



[linkedin.com/in/joshuaschoonover](https://www.linkedin.com/in/joshuaschoonover)



[jschoonover@coastalpatent.com](mailto:jschoonover@coastalpatent.com)

## Summary

Intellectual Property and Patent Procurement, Domestic and International IP Portfolio Management. Trademark trials: oppositions, cancellations. Over 1000 cases!

Technical specialties: Biotech, Immunology, Physics, Antenna Technologies, Chemistry, Polymers, Medical Devices, Pharmaceutical, Mechanical Engineering, Consumer Products.

Legal specialties: patent and trademark applications, PTAB trials, TTAB trials, entity formation and compliance, licensing and IP monetization.

## Experience



### Managing Attorney

Coastal Patent Law Group, P.C.

Oct 2008 - Present (11 years 9 months +)

Registered Patent & IP Attorney managing a multi-national team of legal professionals concerning all aspects of CPLG's specialized practice in the fields of patent, trademark, copyright, internet/domain, and business law.



### Vice Chair, IP Section

The San Diego County Bar Association

2016 - Jun 2018 (2 years 6 months)



### Co-Founder

Reeflection Brands

2015 - 2016 (2 years)

Snowboards, snowboarding technical outerwear, and developing novel surf, SUP, and dive products. Our brands: FORUM, FOURSQUARE, SPECIAL BLEND, RINSE HANGER, NICE RACK



### President

National Association of Patent Practitioners (NAPP®)

Jul 2011 - Jul 2013 (2 years 1 month)

Manage the executive office of NAPP including tending to membership matters, planning events, and interfacing with government agencies such as the USPTO and WIPO to facilitate NAPP business.



### Patent Agent

REVA Medical, Inc.

Sep 2008 - Feb 2009 (6 months)

Daily management of company Intellectual Property portfolio to include 235 cases worldwide. Drafted Patent Applications and responses to Actions on the Merits. Developed and implemented company Intellectual Property Policy. Managed maintenance fees and annuity payments. Implemented an electronic Patent Database using IPENDO for management of patent portfolio. Managed physical and electronic records and docketing.



### Mechanical Engineer

## EXHIBIT C

### Artes Medical

Aug 2007 - Oct 2008 (1 year 3 months)

Design and development of injectable dermal filler product and related components, polymer microspheres, syringe delivery systems, automated production equipment, and 3D Modeling using Solidworks.



### Project Engineer

GeneOhm, Inc.

May 2006 - Jan 2007 (9 months)

Design and Development of medical diagnostic product for rapid detection of MRSA. Production, testing, purification of DNA probes, application of DNA probes to carbon electrodes and PCB board. Manufacturing and development of PCB chips for use as medical diagnostic product.

## Education



### Western Sierra Law School

Juris Doctorate, American/U.S. Law/Legal Studies/Jurisprudence

2007 - 2011



### UC San Diego

Professional Certificate, Intellectual Property Law

2006 - 2008



### San Diego State University

B.s., Chemical Physics

2002 - 2005



### Crafton Hills College

A.s., Chemical Engineering

2001 - 2002

## Licenses & Certifications



### Attorney - State Bar of California

290321



### Patent Attorney - USPTO

63294



### Attorney - U.S. Courts of Appeals

## Skills

Patent Prosecution • Intellectual Property • Licensing • Patents • Medical Devices • Technology Transfer • Chemistry • Trademarks • Polymers • Legal Writing



# Erika C. Schoonover

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P.O. Box 131205, Carlsbad, CA 92013 | 760-585-8450 | Erika.C.Schoonover@gmail.com

## Education

**J.D. | WESTERN SIERRA LAW SCHOOL | OCTOBER 2013**

**M.S. ACCOUNTANCY, SPECIALIZATION IN TAXATION | SAN DIEGO STATE UNIVERSITY  
| MAY 2010**

**B.S. | BUSINESS ADMINISTRATION – ACCOUNTING | SAN DIEGO STATE UNIVERSITY | MAY  
2008**

## Experience

**VOLUNTEER | WESTERN SIERRA LAW SCHOOL | MAY 2020 – PRESENT**

- Assisted the owner and faculty of the law school with tasks, including: accounting and invoicing, registering students for classes, updating student transcripts, hiring and managing faculty, researching and studying Rules, Guidelines and Code related to law schools in California, auditing the law school's library for compliance with Rules, and organizing online classroom instruction.
- Working with the CA Bar to request approval of major changes while maintaining full compliance with all applicable unaccredited law school Rules and Guidelines.

**IP PARALEGAL & CLIENT LIASON | COASTAL PATENT LAW GROUP, P.C. | NOVEMBER 2008  
– APRIL 2020**

- Assisted with all aspects of intellectual property law, including: client correspondence, legal research, assembling and marking evidence, preparing legal instruments and documents for counsel, and docketing.
- Accounting, including: invoices, accounts receivable and accounts payable, maintaining a separate chart of accounts for IOLTA client trust, answering client accounting inquiries, generating accounting reports.

**MEMBERSHIP ADMINISTRATOR | NATIONAL ASSOCIATION OF PATENT  
PRACTITIONERS | MARCH 2011 – JULY 2013**

- Increased membership revenue and member retention 200%.
- Successfully procured tax abatement on behalf of the Board of Directors.
- Created a system of internal controls and organizational transparency.
- Managed various aspects of a nonprofit catering to patent practitioners including membership administration, invoicing, accounts payable, maintaining corporate documents, preparing and filing tax forms and maintaining an accurate and updated chart of accounts in Quickbooks.
- Worked diligently with the Board of Directors and Officers to grow and retain membership and rebuild the organization.

## EXHIBIT D

- Organized and planned several national continuing education conferences for patent practitioners worldwide.

### Certifications

#### **NOTARY PUBLIC COMMISSIONED IN THE STATE OF CALIFORNIA**

Commission Number: 2196511

### Skills

- Experience performing legal research and managing compliance.
- Strong verbal, written and interpersonal communications skills. Ability to work independently and communicate well in a remote setting.
- Strong Microsoft Office skills including Excel, Word, PowerPoint, Outlook and Access.
- Strong organization, project and time management, and task prioritization skills.
- Ability to work on multiple tasks, projects and deliverables simultaneously, even with short deadlines.
- Very detail oriented with a high degree of accuracy on work output.

EXHIBIT E  
SUITE 250

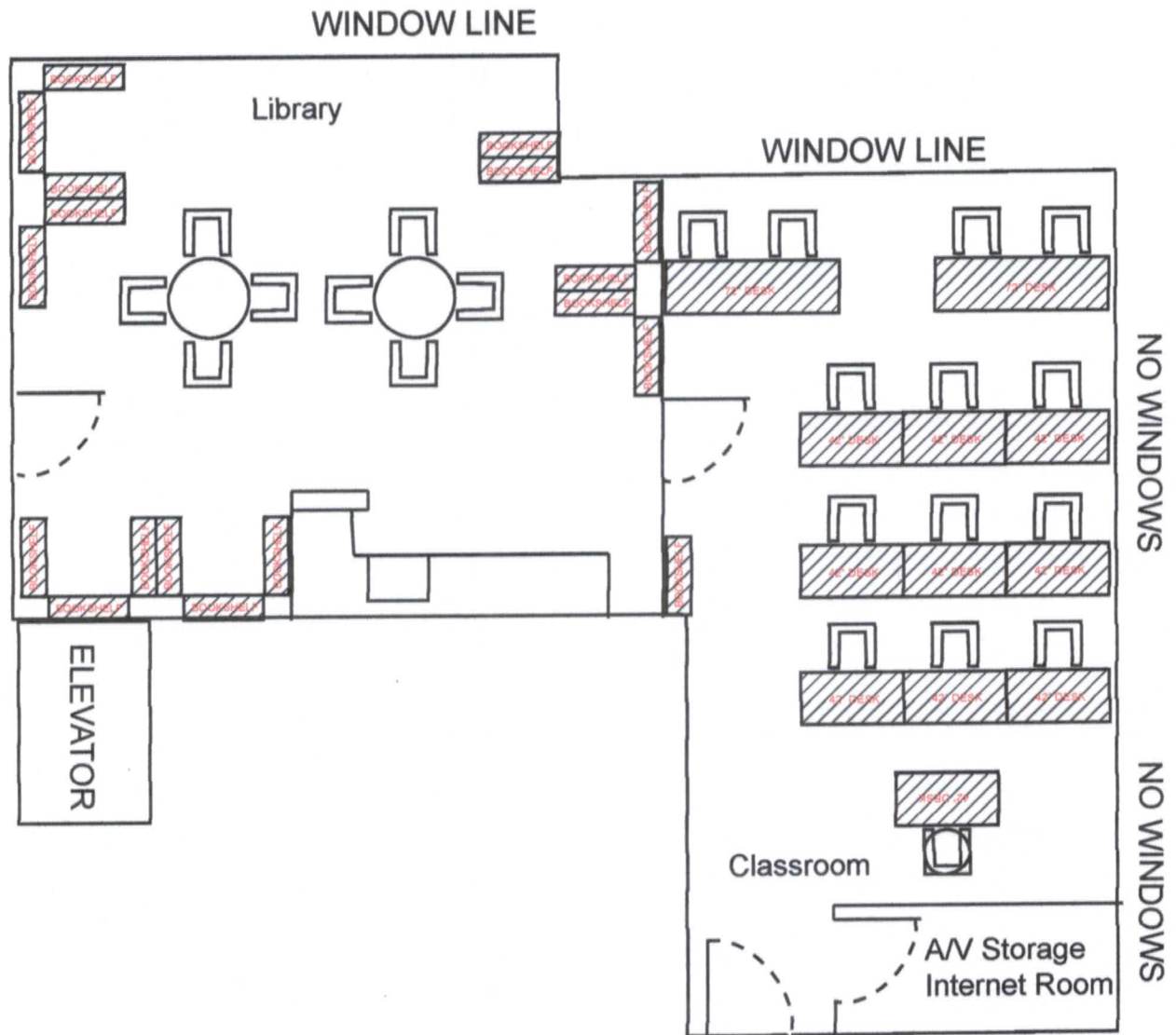
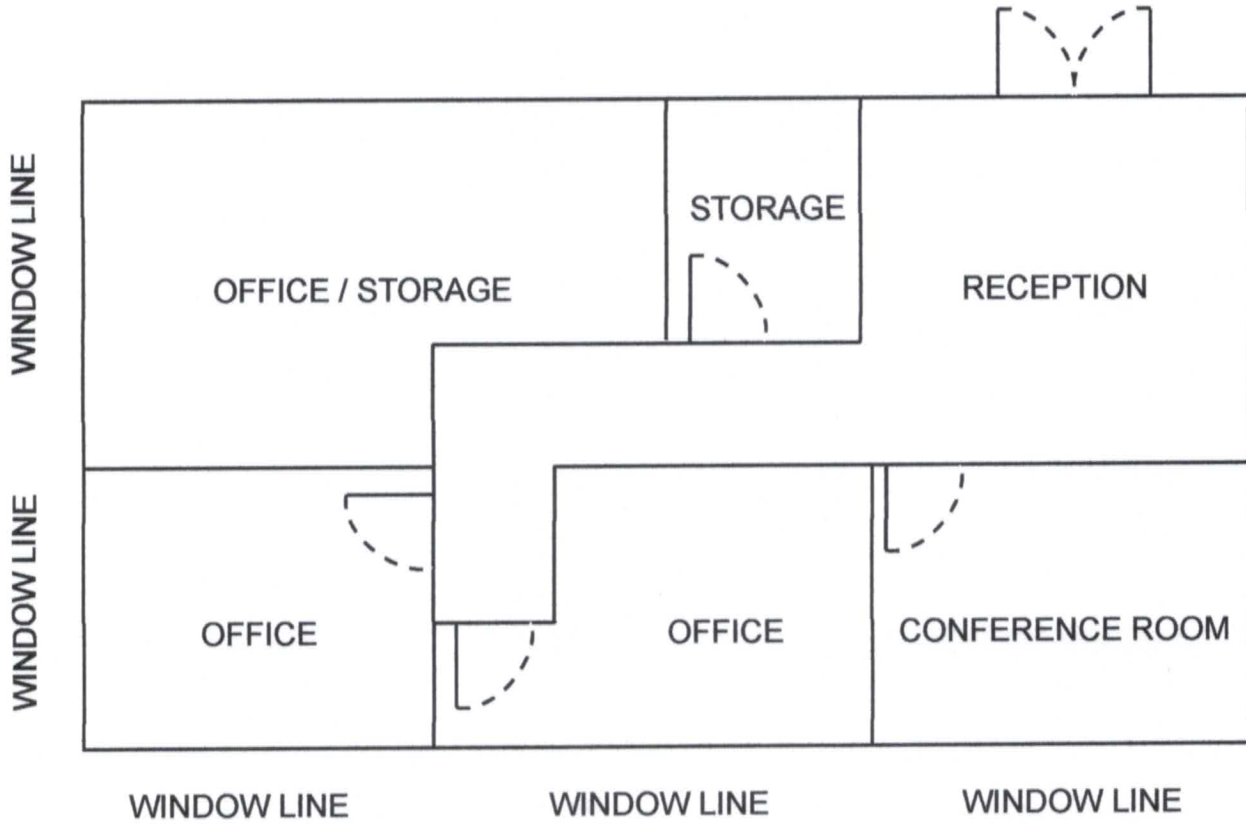




EXHIBIT F  
SUITE 110



The following exhibits were reviewed by staff:

Exhibit G      Office Space Lease

Exhibit H-I      Balance Sheet

Exhibits J-K      Student Enrollment