APPROVED

# Pacific Coast Academy

# Minutes

## Special Board Meeting

**Date and Time**
Saturday October 3, 2020 at 9:00 AM

**Location**
13915 Danielson Street Suite 103
Poway, CA 92064

Zoom Link: https://zoom.us/j/92472318743

Meeting ID: 924 7231 8743

Join by Phone: (669) 900-6833

**Directors Present**
Amanda McArthur, JD Luckesen, Jessica Ackermann, Kelly Durso

**Directors Absent**
Johnny Tran

**Guests Present**
Jennifer Faber, Krystin Demofonte, Shari Erlendson

### I. Opening Items

#### A. Record Attendance

### B. Call the Meeting to Order

Kelly Durso called a meeting of the board of directors of Pacific Coast Academy to order on Saturday Oct 3, 2020 at 10:16 AM.

### C. Approval of Agenda

Amanda McArthur made a motion to approve the agenda.
JD Luckesen seconded the motion.
The board **VOTED** unanimously to approve the motion.

## II. Governance

### A. Training: Legislative Updates

Greta Proctor presented training regarding legislative updates pertaining to charter schools.

Authorizing

- AB1505 and 1507

Funding and Operations

- SB 98: Deferrals, "Hold Harmless "ADA, Other Provisions, Learning Continuity Plan, LCAP and

Distance Learning.

- SB 820: Clean-up, but No Growth Funding for NCBs and Other Notable Parts
- SB 75 Reminder
- Required Website Postings

Transparency

- SB 126
- New Updates Regarding Board Meetings

Special Education

- SB 98: Amendment to Education Code 56345
- AB1172: Imposes new monitoring/reporting requirements on LEAs as it relates to NPS/NPA placements
- COVID-19 Challenges

Other Notable Items

- School Re-opening and Cohorting/1:1s

- SB 1383- Extends Paid Family Leave Entitlement
- AB 1350- Retroactive Diplomas
- Vaccinations- SB 276 and SB 714
- Notable Bills that Did Not Pass the Legislature
- Notable Bills that Were Vetoed

**B. Training: Conflict of Interest and Consent Agenda**

Jennifer McQuarrie presented training regarding Conflict of Interest and Consent Agenda.

Conflict Codes Generally

- Restrict an entity from entering into a transaction where a board member or employee has financial interest or articulate rules about how and entity may enter into a transaction where a board member or employee has a financial interest.

Government Code section 1090

Political Reform Act

- Required charter schools to adopt a Conflict of Interest Code
- The Code tells the charter school directors and employees what financial interests they must disclose on form 700
- Included: Participation in Decision Making, Qualifying Interests, Personal Financial Effect

Form 700

- Initial, annual, assuming office, candidate and leaving office are required
- Applies to all nonprofit corporations
- Only currently financially interested directors allowed under section 1090 are employees

Disqualification Requirements

- No board member may be interested in a contract, section 1090, except for employees on the board

Consent Agenda

- Groups routine meeting discussion points into a single agenda item, approving in one action rather than multiple actions. These are items that typically do not require debate or discussion

### C. Closed Session:Conference with Legal Counsel - Potential Litigation § 54956.9

JD Luckesen motioned to move to closed session at 11:20am. Amanda McArthur seconded.
-Unanimous

Jessica Ackermann motioned to move out of closed session at 12:00pm. JD Luckesen seconded.
- Unanimous

No decisions were made in closed session.

### D. Training: Use of Board on Track Platform

Jennifer Faber gave an overview of the Board on Track platform that The Board Members will now be utilizing for board packets and meeting notifications.

## III. Operations

### A. Expense Reimbursement Policy

Jessica Ackermann made a motion to approve the Expense Reimbursement Policy.
JD Luckesen seconded the motion.
The Board was presented with a policy to reimburse its employees for all reasonable and necessary expenditures or losses incurred in direct consequence of the discharge of their duties. The board approved the Executive Director to fill in the blanks of Expense Reimbursement Policy as necessary.
The board **VOTED** unanimously to approve the motion.

### B. Commercial Property Lease Agreement

Amanda McArthur made a motion to to approve the Commercial Property Lease Agreement.
Jessica Ackermann seconded the motion.
The Board was presented with a sublease agreement for a property to be used as a temporary administrative office for the Special Education Department.

Kelly Durso recused herself from the discussion due to possible conflict of interest.
The board **VOTED** unanimously to approve the motion.

### C.

**Covid-19 Protocol- PCA Resource Center**

Amanda McArthur made a motion to approve the Covid-19 protocol for the PCA resource center.
Jessica Ackermann seconded the motion.
The board voted to approve the protocol with the addition of a pre-screening process for parents to complete (for their student) upon arrival as well as require masks for all students in attendance.
The board **VOTED** unanimously to approve the motion.

## IV. Closing Items

### A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:00 PM.

Respectfully Submitted,
Kelly Durso

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Prepared by:
Jennifer Faber

Noted by:

Board Secretary

Public comment rules: Members of the public may address the Board on agenda or non-agenda items through the teleconference platform, zoom. Zoom does not require the members of the public to have an account or login. Please either utilize the chat option to communicate with the administrative team your desire to address the board or simply communicate orally your desire to address the board when the board asks for public comments. Speakers may be called in the order that requests are received. We ask that comments are limited to 2 minutes each, with no more than 15 minutes per single topic so that as many people as possible may be heard. If a member of the public utilizes a translator to address the board, those individuals are allotted 4 minutes each. If the board utilizes simultaneous translation equipment in a manner that allows the board to hear the translated public testimony simultaneously, those individuals are allotted 2 minutes each. By law, the Board is allowed to take action only on items on the agenda. The Board may, at its discretion, refer a matter to school staff or calendar the issue for future discussion.
Note: Pacific Coast Academy Governing Board encourages those with disabilities to participate fully in the public meeting process. If you need a disability-related modification or

accommodation, including auxiliary aids or services, to participate in the public meeting, please contact the Governing Board Office at 951-290-3013 at least 48 hours before the scheduled board meeting so that we may make every reasonable effort to accommodate you. (Government Code § 54954.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. § 12132)).