APPROVED

Pacific Coast Academy

Minutes

Regular Scheduled Board Meeting

Date and Time
Thursday May 18, 2023 at 5:00 PM

Location
Pacific Coast Academy Office
13915 Danielson St. #200, Poway, CA 92064

Directors Present
Benjamin Fung, Jessica Ackermann, Rose Arevalo

Directors Absent
Eric Banatao, Kim Gill

Guests Present
Jennifer Faber, Krystin Demofonte, Shari Erlendson

I. Opening Items

A. Call the Meeting to Order

Benjamin Fung called a meeting of the board of directors of Pacific Coast Academy to order on Thursday May 18, 2023 at 5:05 PM.

B. Roll Call of Board Members

C. Approval of Agenda

Jessica Ackermann made a motion to Approve Agenda.
Rose Arevalo seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Public Hearing for the Local Control Accountability Plan (LCAP)

The public hearing was opened at 5:07pm.

Rupi shared an overview of the 2023-24 LCAP priorities and goals

Input has been given by staff and various departments through various meetings. Feedback which balances the needs of our families and the state mandates.

The public is welcome to make any comment and provide input via the public hearing or by sending an email to the board. Comments will be reviewed and the LCAP will be brought back to the board for approval.

The public hearing was closed at 5:24pm

E. Public Comments

There were no public comments

F. Executive Director's Report

Krystin Demofonte shared updates on the following topics:
- New Hires
- Enrollment for 2023-24
- Robotics Team Completion
- Celebrations for PCA Seniors
- Elevate and Community Park Days
- Testing and Assessment

II. Finance

A. March and April Finance Package

Jessica Ackermann made a motion to Approve the March and April Finance Package.
Rose Arevalo seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Operational

A. Employee Benefits Renewal Proposal

Rose Arevalo made a motion to Approve Employee Benefits Renewal Proposal.
Jessica Ackermann seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. 2023-24 Declaration of Need

Jessica Ackermann made a motion to Approve 2023-24 Declaration of Need.
Rose Arevalo seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Contract with Charter Impact

Rose Arevalo made a motion to Approve Contract with Charter Impact.
Jessica Ackermann seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Other Business

A. PCA Resolution Regarding Employee Retention Stipends

Jessica Ackermann made a motion to Approve PCA Resolution Regarding Employee Retention Stipends.
Rose Arevalo seconded the motion.
The board approved the resolution with the addendum of the range from $7,000 to $12,500 or 10%-15% whichever is greater for the employee. Classified hourly remained at $5,000
The board **VOTED** unanimously to approve the motion.

B. Edgility Executive Compensation Report Findings

C. Closed Session: Employee Performance Evaluation: Executive Director § 54956.9

The board took a 5 minute break beginning at 6:25pm.

The board returned from break and moved into closed session at 6:30pm

The board returned from closed session at 7:51pm

No decisions were made in closed session there was nothing to report out

D. Executive Director Contract, Salary, and Fringe Benefits

Jessica Ackermann made a motion to Approve the Executive Director Contract, Salary and Fringe Benefits.
Rose Arevalo seconded the motion.

The board proposed that the Executive Director's base salary for the 2023- 2024 school year to be $279,000. Plus $20,000 Insurance Stipend and 100% Matching of 403b Retirement.

The board **VOTED** unanimously to approve the motion.

V. Consent Agenda

A. Approve Minutes

Rose Arevalo made a motion to approve the minutes from Regular Scheduled Board Meeting on 03-11-23.
Jessica Ackermann seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Form 990

C. 2022-2023 Compensation Policy: Salary Schedules and Stipend Chart

D. 2023-2024 Compensation Policy: Salary Schedules and Stipend Chart

E. Non-Compliance and Withdraw Policy and Procedures

F. Math Placement Policy

G. Educational Vendor Policy

H. 2023-24 Staff Contract Template

I. 2023-24 High School Program Coordinator Calendar

J. Uniform Complaint Policy

K. Whistleblower Policy

L. Invoices over $100,000

M. Approve Consent Agenda

Rose Arevalo made a motion to Approve Consent Agenda.
Jessica Ackermann seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Closing Items

A.

Announcement of Next Scheduled Meeting June 28 at 5:00pm

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:54 PM.

Respectfully Submitted,
Benjamin Fung

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 Pacific Coast Academy Office at (619) 749-1928 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)).