APPROVED

# Pacific Coast Academy

# Minutes

## Regular Scheduled Board Meeting

**Date and Time**
Thursday March 14, 2024 at 6:00 PM

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

**Directors Present**
Benjamin Fung, Eric Banatao, Kim Gill, Rose Arevalo

**Directors Absent**
Jessica Ackermann

**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 Mar 14, 2024 at 6:00 PM.

#### B. Roll Call of Board Members

#### C. Public Comments

There were no public comments.

### D. Approval of Agenda

Rose Arevalo made a motion to approve the agenda.
Kim Gill seconded the motion.
The board **VOTED** unanimously to approve the motion.

### E. Executive Director's Report

## II. Finance

### A. 2023-2024 Second Interim Report

Kim Gill made a motion to approve the 2023-024 Interim Report.
Eric Banatao seconded the motion.
The board **VOTED** unanimously to approve the motion.

## III. Other Business

### A. Injury and Illness Prevention Program

Eric Banatao made a motion to approve the Injury and Illness Prevention Program.
Kim Gill seconded the motion.
The board **VOTED** unanimously to approve the motion.

### B. Resolution: Non-Average Daily Attendance Summer School

Kim Gill made a motion to approve the Resolution: Non-Average Daily Attendance Summer School.
Rose Arevalo seconded the motion.
The board **VOTED** unanimously to approve the motion.

### C. Software Co-Ownership & Use Agreement

Kim Gill made a motion to approve the Software Co-Ownership & Use Agreement.
Eric Banatao seconded the motion.
The board **VOTED** unanimously to approve the motion.

### D. 2024-2025 Declaration of Need

Eric Banatao made a motion to approve the 2024-2025 Declaration of Need.
Kim Gill seconded the motion.
The board **VOTED** unanimously to approve the motion.

### E. Chaperone Policy

Rose Arevalo made a motion to approve the Chaperone Policy.
Kim Gill seconded the motion.
The board **VOTED** unanimously to approve the motion.

## IV. Consent Agenda

### A. Approve Minutes

Kim Gill made a motion to approve the minutes from Regular Scheduled Board Meeting on 01-25-24.
Eric Banatao seconded the motion.
The board **VOTED** unanimously to approve the motion.

### B. Approve Minutes

Kim Gill made a motion to approve the minutes from Special Board Meeting on 01-25-24.
Eric Banatao seconded the motion.
The board **VOTED** unanimously to approve the motion.

### C. 2024-2025 Vendor Agreement

### D. Educational Vendor Policies and Procedures

### E. 2023-2024 Compensation Policy and Stipend Charts

### F. 2024-2025 Compensation Policy and Stipend Charts

### G. Parent Engagement Policy

### H. Audit Contract Extension

### I. Approve Consent Agenda

Kim Gill made a motion to approve the consent agenda.
Eric Banatao seconded the motion.
The board **VOTED** unanimously to approve the motion.

## V. Closed Session

### A. Closed Session: Employee Performance Evaluation: Executive Director § 54956.9

No decision was made in closed session.

## VI. Closing Items

### A. Announcement of Next Scheduled Meeting- May 14 at 6:00pm

### B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:42 PM.

Respectfully Submitted,
Benjamin Fung

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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. Please 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)).