APPROVED

# Pacific Coast Academy

# Minutes

## Regular Scheduled Board Meeting

**Date and Time**
Thursday June 27, 2024 at 6:00 PM

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

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

**Directors Absent**
Eric Banatao, 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 Jun 27, 2024 at 6:08 PM.

#### B. Roll Call of Board Members

#### C. Approval of Agenda

Kim Gill made a motion to Approve the Agenda.

Rose Arevalo seconded the motion.
The board **VOTED** unanimously to approve the motion.

### D. Public Comments

There were no public comments

## II. Finance

### A. Presentation of 2023-2024 Local Indicators

Rose Arevalo made a motion to Approve the 2023-2024 Local Indicators.
Kim Gill seconded the motion.
The board **VOTED** unanimously to approve the motion.

### B. 2024-2027 Local Control Accountability Plan (LCAP)

Kim Gill made a motion to Approve the 2024-2027 Local Control and Accountability Plan (LCAP).
Rose Arevalo seconded the motion.
The board **VOTED** unanimously to approve the motion.

### C. Resolution for the 2024-2025 Education Protection Account (EPA) & Spending Plan

Rose Arevalo made a motion to Approve the 2024-2025 Education Protection Account (EPA) & Spending Plan.
Kim Gill seconded the motion.
The board **VOTED** unanimously to approve the motion.

### D. 2024-2025 Budget

Kim Gill made a motion to Approve the 2024-2025 Budget.
Rose Arevalo seconded the motion.
The board **VOTED** unanimously to approve the motion.

### E. Monthly Financial Report

Rose Arevalo made a motion to Approve Monthly Financial Report.
Kim Gill seconded the motion.
The board **VOTED** unanimously to approve the motion.

### F. 2024-2025 Consolidated Application for Federal Funding

Kim Gill made a motion to Approve the 2024-2025 Consolidated Application for Federal Funding.
Rose Arevalo seconded the motion.
The board **VOTED** unanimously to approve the motion.

### G.

**2023-2024 Proposition 28 Arts and Music Annual Report**

Rose Arevalo made a motion to Approve the 2023-2024 Proposition 28 Arts and Music Annual Report.
Kim Gill seconded the motion.
The board **VOTED** unanimously to approve the motion.

### H. Lease for the Poway Office

Kim Gill made a motion to Approve Lease for Poway Office.
Rose Arevalo seconded the motion.
The board **VOTED** unanimously to approve the motion.

## III. Operational

### A. Resolution Regarding Automatic Renewal for Insurance

Kim Gill made a motion to Approve the Resolution Regarding Automatic Renewal for Insurance.
Rose Arevalo seconded the motion.
The board **VOTED** unanimously to approve the motion.

### B. 2024-2025 Insurance Proposal

Rose Arevalo made a motion to Approve the 2024-2025 Insurance Proposal.
Kim Gill seconded the motion.
The board **VOTED** unanimously to approve the motion.

### C. 2024-2025 Memorandum of Understanding for Shared Services

Kim Gill made a motion to Approve the 2024-2025 Memorandum of Understanding for Shared Services.
Rose Arevalo seconded the motion.
The board **VOTED** unanimously to approve the motion.

### D. Charter Resolution Regarding Submission of Charter Renewal Petition

Rose Arevalo made a motion to Approve the Charter Resolution Regarding Submission of Charter Renewal Petition.
Kim Gill seconded the motion.
The board **VOTED** unanimously to approve the motion.

### E. Charter Renewal Petition

Kim Gill made a motion to Approve the Charter Renewal Petition.
Rose Arevalo seconded the motion.
The board **VOTED** unanimously to approve the motion.

### F.

**Amended Charter Bylaws**

Rose Arevalo made a motion to Approve the Amended Charter Bylaws.
Kim Gill seconded the motion.
The board **VOTED** unanimously to approve the motion.

## IV. Other Business

### A. Executive Director's Report

### B. Resolution for Participation in the Exact Path Program

Kim Gill made a motion to Approve the Resolution for Participation in Exact Path Program.
Rose Arevalo seconded the motion.
The board **VOTED** unanimously to approve the motion.

### C. Appointment of Board Member

Rose Arevalo made a motion to Appoint Ben Fun and Jessica Ackermann for a new 3 year term.
Kim Gill seconded the motion.
The board **VOTED** unanimously to approve the motion.

### D. Re-election of Board Officers

Kim Gill made a motion to Re-elect Board Officers.
Rose Arevalo seconded the motion.
President: Ben Fung
Vice-President: Rose Arevalo
Secretary: Jessica Ackermann
CFO: Kim Gill
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 05-14-24.
Kim Gill seconded the motion.
The board **VOTED** unanimously to approve the motion.

### B. 2024-2025 PCA Parent Student Handbook

### C. Employee Expense Policy

### D.

**English Learner Master Plan**

**E. Suspension and Expulsion Policy**

**F. 2024-2025 Compensation Policy**

**G. Evaluation Policy**

**H. Title IX Policy**

**I. Injury and Illness Prevention Plan**

**J. 2024-2025 Employee Handbook**

**K. Invoices over $100,000**

**L. Approve Consent Agenda**

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

## VI. Other Business

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

The board members moved into closed session at 7:19pm. They returned from closed session at 8:13pm.

**B. Executive Director Contract, Salary, and Fringe Benefits**

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

## VII. Closing Items

**A. Announcement of Next Scheduled Meeting- August 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 8:16 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. 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. When a member of the public utilizes a translator to address the board, those individuals are allotted 4 minutes each. When 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)).