APPROVED

Pacific Coast Academy

Minutes

Regular Scheduled Board Meeting

Date and Time
Thursday May 22, 2025 at 6:00 PM

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

Directors Present
Benjamin Fung, Jessica Ackermann, Kim Gill

Directors Absent
Eric Banatao, Rose Arevalo

Guests Present
Jennifer Faber (remote), 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 22, 2025 at 6:02 PM.

B. Roll Call of Board Members

C. Local Control Accountability Plan (LCAP) Public Hearing

D. LCAP Public Hearing Opens

The LCAP public hearing opened at 6:03pm.

E. LCAP Presentation of the LCAP

F. Public Input on LCAP

There was no public comment on the LCAP.

G. Public Hearing Closes for LCAP

The Public Hearing for LCAP closed at 6:10pm.

H. Public Comments on the Board Meeting Agenda

There was no public comment.

I. Approval of the Agenda

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

J. Executive Director Report

II. Finance

A. April Financial Report

Kim Gill made a motion to to approve approve the April Financial Report.
Jessica Ackermann seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. 2025-2026 Employee Benefits Proposal

Jessica Ackermann made a motion to approve the 2025-2026 Employee Benefits Proposal.
Kim Gill seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Resolution Regarding Employee Retention Stipends

Kim Gill made a motion to Approve the Resolution Regarding Employee Retention Stipends.
Jessica Ackermann seconded the motion.
The board **VOTED** unanimously to approve the motion.

D.

Update on Purchase and Sale Agreement (13915 Danielson St., Poway)

Kim Gill made a motion to Approve Purchase and Sale Agreement of 13915 Danielson St., Poway.
Jessica Ackermann seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Update on Lease Agreement (13985 Stowe Dr., Poway)

Jessica Ackermann made a motion to Approve Lease Agreement of 13985 Stowe Dr., Poway.
Kim Gill seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Approval of License and Use Agreement (Cristi Mamer, 192 N Plaza St., Brawley)

Jessica Ackermann made a motion to Approve the License and Use Agreement of 192 N Plaza St., Brawley.
Kim Gill seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Other Business

A. Field Trips

B. Resolution Regarding Implementation of the California Dyslexia Screener (SB 114)

Jessica Ackermann made a motion to Approve the Resolution Regarding Implementation of the California Dyslexia Screener (SB 114).
Kim Gill seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Resolution in Opposition to Assembly Bill (AB) 84

Kim Gill made a motion to Approve the Resolution in Opposition to Assembly Bill (AB) 84.
Jessica Ackermann seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. 2025-2026 Declaration of Need

Jessica Ackermann made a motion to Approve the 2025-2026 Declaration of Need.
Kim Gill seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Artificial Intelligence (AI) Policy

Kim Gill made a motion to Approve the Artificial Intelligence (AI) Policy.
Jessica Ackermann seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. 2025-2026 Board Meeting Calendar

Jessica Ackermann made a motion to Add the 2025-2026 Board Meeting Calendar to the June agenda.
Kim Gill seconded the motion.
This item will be added to the June agenda for further discussion.
The board **VOTED** unanimously to approve the motion.

G. Affirming of Board Members

Kim Gill made a motion to Affirm board members.
Jessica Ackermann seconded the motion.
The board approved the following:
Jessica Ackermann to continue as Secretary, Kim Gill to continue as CFO and Ben Fung to continue as President.
The board voted to also add this item to the June agenda for further discussion of board members that were not present at this meeting.
The board **VOTED** unanimously to approve the motion.

IV. Consent Agenda

A. Approve Minutes

Jessica Ackermann made a motion to approve the minutes from Regular Scheduled Board Meeting on 03-13-25.
Kim Gill seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. 2024-2025 Employee Handbook

C. 2025-2026 Staff Contract Template

D. 2024-2025 Compensation Policy and Stipend Chart

E. 2025-2026 Compensation Policy and Stipend Chart

F. 2025-2026 Staff Calendars

G. 2025-2026 Parent Student Handbook

H. Employee Expense Policy

I. 2025-2026 Promotion, Acceleration, and Retention Policy

J. Harassment, Discrimination, Intimidation, and Bullying Prevention Policy

K. Suspension and Expulsion Policy

L. Expenses

M. Invoices over 100,000

N. Approve Consent Agenda

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

V. Closed Session

A. Employee Performance Evaluation: Executive Director § 54957(b)

The board members moved into closed session at 8:25pm. The board moved out of closed session at 9:09pm. In open session, the board read out the Executive Director Contract, Salary, and Fringe Benefits.

VI. Closing Items

A. Announcement of Next Scheduled Meeting- June 25 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 9:11 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 granted twice the allotted time. 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)).