APPROVED

Pacific Coast Academy

Minutes

Regular Board Meeting

Date and Time
Thursday September 11, 2025 at 6:00 PM

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

Directors Present
Eric Banatao, Jessica Ackermann, Kim Gill

Directors Absent
Benjamin Fung

Guests Present
Jennifer Faber, Krystin Demofonte, Shari Erlendson

I. Opening Items

A. Call the Meeting to Order

Jessica Ackermann called a meeting of the board of directors of Pacific Coast Academy to order on Thursday Sep 11, 2025 at 6:02 PM.

B. Roll Call of Board Members

C. Public Comments

There were no public comments.

D. Approval of the Agenda

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

II. Finance

A. 2024-2025 Unaudited Actual Reports

Kim Gill made a motion to approve the 2024-2025 Unaudited Actual Reports.
Eric Banatao seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. 2024-2025 Education Protection Account (EPA) Actuals

Kim Gill made a motion to approve the 2024-2025 Education Protection Account Actuals.
Eric Banatao seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Monthly Financial Report

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

D. Charter Impact Contract

Eric Banatao made a motion to approve the Charter Impact contract.
Kim Gill seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Other Business

A. Nomination of New Board Member

Eric Banatao made a motion to nominate Patty Adams as a board member for a 3 year term.
Kim Gill seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Work Sample Policy

Kim Gill made a motion to approve the work sample policy.
Eric Banatao seconded the motion.
The board **VOTED** unanimously to approve the motion.

C.

Resolution Regarding Curriculum Fair

Kim Gill made a motion to approve the Resolution Regarding the Curriculum Fair.
Jessica Ackermann seconded the motion.
The board made a motion to approve the Resolution Regarding the Curriculum Fair with the change of the facility rental amount to be up to $15,000.
The board **VOTED** unanimously to approve the motion.

D. Education Records and Student Information Policy

Kim Gill made a motion to approve the Education Records and Student Information Policy.
Jessica Ackermann seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. NCUST Contract Agreement

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

F. Assignment of Purchase and Sale Agreement

Kim Gill made a motion to Assignment of Purchase and Sale Agreement.
Eric Banatao seconded the motion.
The board **VOTED** unanimously to approve the motion.

G. Operating Agreement of PCA Facilities

Jessica Ackermann made a motion to Approve Operating Agreement of PCA Facilities.
Kim Gill seconded the motion.
The board **VOTED** unanimously to approve the motion.

H. Executive Director Report

IV. Consent Agenda

A. Approve Minutes

Kim Gill made a motion to approve the minutes from Regular Scheduled Board Meeting on 06-25-25.
Eric Banatao seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. 2025-2026 Employee Handbook

C. 2025-2026 Parent Student Handbook

D.

SPED Transportation for Students with Disabilities Policy

E. Resolution Regarding Exact Path and Test Prep Incentive

F. 2025-2026 Liability Insurance Premium

G. Field Trips over $80

H. 2025-2026 Compensation Policy and Stipend Chart

I. Kindergarten and TK Policy

J. School Safety Plan

K. Grade Appeal Policy

L. Invoices over 100K

M. Approve Consent Agenda

V. Closing Items

A. Announcement of Next Scheduled Meeting- December 11 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 7:16 PM.

Respectfully Submitted,
Jessica Ackermann

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)).