APPROVED

Pacific Coast Academy

Minutes

Regular Board Meeting

Date and Time
Thursday January 22, 2026 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, Patty Adams

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 Jan 22, 2026 at 6:00 PM.

B. Roll Call of Board Members

C. Public Comments

There were no public comments.

D. 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.

E. Executive Director Report

F. Legislative Updates

II. Finance

A. November Financial Report

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

B. Resolution to Open Revolving Line of Credit

Jessica Ackermann made a motion to Approve the Resolution to Open Revolving Line of Credit.
Kim Gill seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Resolution to Open Bank Account for PCA School Facilities LLC

Kim Gill made a motion to Approve the Resolution to Open Bank Account for PCA School Facilities LLC.
Jessica Ackermann seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Resolution to Transfer of Funds to PCA School Facilities LLC

Kim Gill made a motion to Approve the Resolution to Transfer of Funds to PCA School Facilities LLC.
Jessica Ackermann seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Resolution to Appoint Manager for PCA School Facilities, LLC

Kim Gill made a motion to Approve the Resolution to Appoint Manager for PCA School Facilities, LLC.
Jessica Ackermann seconded the motion.
The board **VOTED** unanimously to approve the motion.

F.

2024-2025 Audit Report

Jessica Ackermann made a motion to Approve the 2024-2025 Audit Report.
Kim Gill seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Other Business

A. 2024-2025 School Accountability Report Card (SARC)

Kim Gill made a motion to Approve the 2024-2025 School Accountability Report Card (SARC).
Jessica Ackermann seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. 2026-2027 School Calendars

Jessica Ackermann made a motion to Approve 2026-2027 School Calendars.
Benjamin Fung seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Continuation of the Facilities Use Agreement for Dehesa Records Office

Kim Gill made a motion to Approve the Continuation of the Facilities Use Agreement for Dehesa Records Office.
Jessica Ackermann seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Referral Protocols for Addressing Pupil Behavioral Health Concerns Policy

Jessica Ackermann made a motion to Approve the Referral Protocols for Addressing Pupil Behavioral Health Concerns Policy.
Kim Gill seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Executive Director Evaluation Procedure

IV. Consent Agenda

A. Approve Minutes

Kim Gill made a motion to approve the minutes from Special Board Meeting on 12-10-25.
Jessica Ackermann seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Artificial Intelligence (AI) Policy

C. Admissions/ Public Random Drawing/Lottery Policy

D. 2025-2026 Employee Handbook

E. 2025-2026 Compensation Policy and Stipend Chart

F. Comprehensive School Safety Plan

G. Educational Records Policy

H. Harassment, Discrimination, Intimidation & Bullying Prevention Policy

I. Immigration Enforcement Policy

J. Immigration Enforcement Policy Related to the Detention or Deportation of a Student's Family Member

K. Invoices over 100K

L. Approve Consent Agenda

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

V. Closing Items

A. Announcement of Next Scheduled Meeting- March 12 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 7:23 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)).