APPROVED

Pacific Coast Academy

Minutes

Regular Board Meeting

Date and Time
Thursday March 12, 2026 at 6:00 PM

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

Directors Present
Benjamin Fung, Eric Banatao, Jessica Ackermann, Kim Gill, Patty Adams

Directors Absent
None

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 12, 2026 at 6:03 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

II. Finance

A. 2025-2026 Second Interim Report

Kim Gill made a motion to Approve the 2025-2026 Second Interim Report.
Patty Adams seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Resolution Regarding Employee Retention Stipends

Jessica Ackermann made a motion to Approve the Resolution Regarding Employee Retention Stipends.
Kim Gill seconded the motion.

- The Board approved with the following revisions, which align with the school's fiscal responsibility while continuing to support staff retention and organizational stability.
- The Employee Retention Stipend will be issued in **August** rather than June.
- Eligibility for the stipend requires that the staff member **return to duty for the 2026–2027 school year** and **work full-time during the months of July and August**.
- The Board approved that the **final stipend amounts will be determined in June**, upon completion and approval of the school's final budget, at which time funding availability will be confirmed.
- The Board further clarified that stipend amounts are **not guaranteed at any rate**, but may be awarded **up to the identified amount**, and **shall not exceed the approved maximum amounts**.

The board **VOTED** unanimously to approve the motion.

C. 2025-2026 Independent Auditor Selection

Patty Adams made a motion to Approve CLA (CliftonLarsonAllen LLP) as the independent auditor.
Jessica Ackermann seconded the motion.
The board approved to contract with CLA (CliftonLarsonAllen LLP)
The board **VOTED** unanimously to approve the motion.

D. Three-Year Audit Contract with Wilkinson Hadley King & Co. LLC

Patty Adams made a motion to Terminate the Three-Year Audit Contract with Wilkinson Hadley King & Co. LLC.
Kim Gill seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Resolution Regarding Joint Powers Authority Notice of Potential Withdrawal

Jessica Ackermann made a motion to Approve Resolution Regarding Joint Powers Authority Notice of Potential Withdrawal.
Patty Adams seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Other Business

A. Transcripts from Non-Accredited Schools

Kim Gill made a motion to Approve Transcripts from Non-Accredited Schools.
Patty Adams seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Graduation Rate - Certificate of Completion

IV. Consent Agenda

A. Approve Minutes

Patty Adams made a motion to approve the minutes from Regular Board Meeting on 01-22-26.
Kim Gill seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. 2026-2027 Vendor Agreement

C. 2025-2026 Parent Student Handbook

D. Resolution: Non-Average Daily Attendance Summer School

E. Admissions/ Public Random Drawing/Lottery Policy

F. 2026-2027 Special Field Trips Over $80

G. 2025-2026 Employee Handbook

H. 2025-26 Compensation Policy - Stipend Chart & Certificated Coordinator Salary

I. 2026-2027 Compensation Policy

J. English Learner Master Plan

K. Comprehensive School Saftey Plan

L. Invoices/Purchasing Quotes Over $100,000

M. Approve Consent Agenda

Patty Adams 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 went into closed session at 6:46 pm and returned to open session at 8:10 pm. There was nothing to report.

VI. Closing Items

A. Announcement of Next Scheduled Meeting- June 3 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 8:11 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)).