



# California Pacific Charter Schools

## California Pacific Charter Schools

### Regular Meeting of the Board of Directors

Published on May 5, 2023 at 3:54 PM PDT

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#### **Date and Time**

Tuesday May 9, 2023 at 5:00 PM PDT

#### **Location**

Holiday Inn Diamond Bar  
Room: Northgate 101  
21725 E Gateway Center Dr.  
Diamond Bar, CA 91765

#### **Teleconference Locations**

1850 Peary Way, Livermore, CA 94550  
32706 Spun Cotton Drive, Winchester, CA 92596  
4820 Renovo Way, San Diego, CA 92124

#### **Join by telephone or via Zoom conferencing link below:**

Dial by your location

+1 669 900 6833 US (San Jose)

+1 213 338 8477 US (Los Angeles)

Meeting ID: 914 3216 8051

<https://cal-pacs-org.zoom.us/j/91432168051>

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#### **MISSION STATEMENT**

CalPac's mission is to support and encourage all students to relentlessly pursue their life goals by providing an accessible and inclusive personalized learning community.

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**THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE**

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

**REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY**

The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

**REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY**

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting California Pacific Charter Schools at 949-752-0527.

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**Agenda**

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>5:00 PM</b>
<b>A.</b> Call the Meeting to Order		Board President	1 m
<b>B.</b> Record Attendance		Board President	1 m
Roll Call:			
Kelly Wylie, President			
Dr. Shirley Peterson, Vice President			
Tanya Rogers, Clerk			
Bill Howard, Member			
Jason McFaul, Member			
<b>II. Pledge of Allegiance</b>			<b>5:02 PM</b>
<b>A.</b> Led by Board President or designee.		Board President	3 m
<b>III. Approve Adopt/Agenda</b>			<b>5:05 PM</b>
<b>A.</b> Agenda	Vote	Board President	1 m
It is recommended the Board of Directors adopt as presented, the agenda for the regular Board meeting of May 9, 2023.			
Roll Call Vote:			
Kelly Wylie			

	Purpose	Presenter	Time
Dr. Shirley Peterson Tanya Rogers Bill Howard Jason McFaul Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____			

**IV. Approve Minutes 5:06 PM**

<b>A.</b> Minutes of the Regular Board meeting that was held on March 7, 2023	Approve Minutes	Board President	3 m
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Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

**V. Public Comment - Closed Session**

The public has a right to comment on any items of the closed session agenda. Members of the public will be permitted to comment on any other item within the Board's jurisdiction under Public Comments/Recognition/Reports.

**VI. Adjourn to Closed Session 5:09 PM**

The Board will consider and may act on any of the Closed Session matters.

Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

<b>A.</b> Closed Session	Discuss	Board President	35 m
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**1. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION**

(Gov. Code Section 54956.9(d)(1))

- a. TR v. The Collaborative Charter Services Organization, et al.
- b. YL v. The Collaborative Charter Services Organization, et al.

**2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Pursuant to Government Code 54957

- a. Superintendent, Performance Evaluation and Goals

**VII. Reconvene Regular Meeting 5:44 PM**

- |   |         |                 |     |
|---|---------|-----------------|-----|
| <b>A.</b> Report out any action that was taken in closed session. | Discuss | Board President | 2 m |
|---|---------|-----------------|-----|

**VIII. Public Comments/Recognition/Reports**

Please submit a Request to Speak to the Board of Directors using the chat feature on the right hand side of the Zoom platform. Please state the agenda item number that you wish to address prior to the agenda item being called by the Board President. Not more than three (3) minutes are to be allotted to any one (1) speaker, and no more than twenty (20) minutes on the same subject. This portion of the agenda is for comments, recognitions and reports to the Board and is not intended to be a question and answer period. If you have questions for the Board, please provide the Board President with a written statement and an administrator will provide answers at a later date.

**IX. Correspondence/Proposals/Reports 5:46 PM**

- |  |         |                 |     |
|--|---------|-----------------|-----|
| <b>A.</b> School Highlights, Presented by Christine Feher, CEO/Superintendent  | Discuss | Christine Feher | 5 m |
| <b>B.</b> Staff Recognition - Employees with Five and Ten Years of Service, Presented by Christine Feher, CEO/Superintendent           | Discuss | Christine Feher | 3 m |
| <b>C.</b> Letter from Guerneville Unified School District 2022-23 re: Second Interim Report, California Pacific Charter School- Sonoma | Discuss | Christine Feher | 2 m |

	Purpose	Presenter	Time
<b>D.</b> Letter from Acton-Agua Dulce 2022-23 Second Interim Report, California Pacific Charter-LA	Discuss	Christine Feher	2 m

**X. Consent 5:58 PM**

Items listed under Consent are considered routine and will be approved/adopted by a single motion. There will be no separate discussion of these items; however, any item may be removed from the Consent Calendar upon the request of any member of the Board, discussed, and acted upon separately.

<b>A.</b> Consent - Business/Financial Services			1 m
<ol style="list-style-type: none"> <li>1. Check Registers - March 2023 and April 2023</li> <li>2. J.P. Morgan Statement - March 2023 and April 2023</li> <li>3. Approval of Surplus of Electronic Devices</li> </ol>			

<b>B.</b> Consent - Personnel Services			1 m
<ol style="list-style-type: none"> <li>1. Approval of Certificated - Personnel Report</li> <li>2. Approval of Classified - Personnel Report</li> </ol>			

<b>C.</b> Consent - Policy Development	Vote	Board President	3 m
Approval of existing board policies revised, reviewed, and eliminated by staff for the 2023-2024 school year.			

**Board Policies: Reviewed**

The following documents were reviewed for accuracy and may include minor edits such as a correction to a typographical error, grammar, spelling, or punctuation. The document may also include a change from Executive Director to Superintendent. The edits did not affect the content or meaning and intent of the policy.

**3000 Series - Business/Non-Instructional**

- 3016-CPCS Third-Party Processor Policy
- 3105-CPCS Education Partner Risk Management Policy
- 3110-CPCS Education Partner Application and Pre Approval
- 3120-CPCS Name and Logo Use Policy
- 3150-CPCS Reserve Policy

**Board Policies: Revised**

The following are current policies that have been revised to provide clarity or alignment with changes in law or procedures.

**3000 Series - Business/Non-Instructional**

- 3000-CPCS Fiscal Control Policy
- 3005-CPCS Purchasing Fiscal Policy
- 3011-CPCS Accounts Payable and Record-Keeping Policy
- 3012-CPCS Purchasing Card Fiscal Policy
- 3015-CPCS Accounts Receivable Fiscal Policy
- 3020-CPCS Expenses Fiscal Policy
- 3025-CPCS Finance Fiscal Policy
- 3100-CPCS Education Partner Code of Conduct
- 3125-CPCS Intraorganizational Loan Policy
- 3135-CPCS Gift Acceptance Policy

**Board Policy: Rescinded**

The following is a current policy which is no longer applicable and should therefore be archived.

**3000 Series - Business/Non-Instructional**

- 3115-CPCS General Terms and Conditions of the Purchase Order

**Consent items listed A through C are considered routine and will be approved/adopted by a single motion.**

Roll Call Vote:

- Kelly Wylie
- Dr. Shirley Peterson
- Tanya Rogers
- Bill Howard
- Jason McFaul

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

**XI. Business/Financial Services**

**6:03 PM**

- A.** Approval of CliftonLarsonAllen (CLA) Tax Form 990 Return and California Tax Form 199 Return - Year Ended June 30, 2022      Vote      Shannon Green      5 m

It is recommended the Board approve the CLA Form 990 Return and California Form 199 Return - Year ended June 30, 2022, for California Pacific Charter Schools - Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751).

Fiscal Impact: None.

Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

- B.** Approval of New Bank Account for California Pacific Charter Schools - Sonoma      Vote      Shannon Green      5 m

It is recommended the Board approve a new bank account for California Pacific Charter Schools - Sonoma (#2037).

Fiscal Impact: None.

Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

- C.** Approval of 1st Day School Supplies (Renewal)      Vote      Christine Feher      5 m

It is recommended the Board approve 1st Day School Supplies for California Pacific Charter Schools - Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751).

Fiscal Impact: \$27,147.00

*(Allocation split may vary dependent on actual enrollment)*

California Pacific Charter - Los Angeles (#1751)    \$13,342.75

California Pacific Charter - San Diego (#1758)    \$ 8,499.73

California Pacific Charter - Sonoma (#2037)      \$ 5,304.52

Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

- D. Approval of All Systems Go! (ASG!) Computer Services Contract for Paid Media Management (Renewal) Vote Christine Feher 5 m

It is recommended the Board approve the contract with All Systems Go! (ASG!) Computer Services through June 30, 2024, for California Pacific Charter Schools - Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751).

Fiscal Impact: \$35,000

*(Allocation split may vary dependent on actual enrollment)*

California Pacific Charter - Los Angeles (#1751) \$17,202.50

California Pacific Charter - San Diego (#1758) \$10,958.50

California Pacific Charter - Sonoma (#2037) \$ 6,839.00

Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

- E. Approval of a Three-Year Contract with Alludo Learning (Renewal) Vote Christine Feher 5 m

It is recommended the Board approve a three-year contract with Alludo Learning for California Pacific Charter Schools - Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751).

Fiscal Impact: \$23,977.50

*(Allocation split may vary dependent on actual enrollment)*



	Purpose	Presenter	Time
California Pacific Charter - Los Angeles (#1751)	\$11,784.94		
California Pacific Charter - San Diego (#1758)	\$ 7,507.36		
California Pacific Charter - Sonoma (#2037)	\$ 4,685.20		

Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

- F.** Approval of a Curriculum Purchase from Accelerate Education (Renewal) Vote Christine Feher 5 m

It is recommended the Board approve the purchase contract with Accelerate Education for California Pacific Charter Schools - Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751).

Fiscal Impact: Up to \$145,000.00

*(Allocation split may vary dependent on actual enrollment)*

California Pacific Charter - Los Angeles (#1751)	\$69,005.50
California Pacific Charter - San Diego (#1758)	\$55,897.50
California Pacific Charter - Sonoma (#2037)	\$20,097.00

Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

- G.** Approval of Funds for Purchase of Student and Faculty Technology Vote Christine Feher 5 m

It is recommended the Board approve the purchase of student and faculty technology for California Pacific Charter Schools - Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751) for the 2022-23 school year.

	Purpose	Presenter	Time
Fiscal Impact: Up to \$200,000.00 <i>(Allocation split may vary dependent on actual enrollment)</i>			
California Pacific Charter - Los Angeles (#1751)	\$95,180		
California Pacific Charter - San Diego (#1758)	\$77,100		
California Pacific Charter - Sonoma (#2037)	\$27,720		

Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

## XII. Personnel Services

6:38 PM

- A.** Approval of Declaration of Need (DON) for the 2023-2024 School Year Vote Corrie Amador 5 m

It is recommended the Board approve the Declaration of Need (DON) for California Pacific Charter Schools - Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751), for the school 2023-2024.

Fiscal Impact: None.

Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

- B.** Approval of University Student Teaching and Internship Agreements Vote Corrie Amador 5 m

It is recommended the Board approve the listed agreements between California Pacific Charter Schools and the respective universities for Practicum Students, Student Teachers, and Interns for California Pacific Charter Schools - Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751).

Agreements with:

Alliant International University (August 1, 2023 - July 30, 2026)

California State University San Bernardino (July 1, 2023 - June 30, 2027)

California State University Dominguez Hills (June 1, 2023 - June 30, 2026)

Fiscal Impact: None.

Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

<b>C. Approval of 457(b) Plan Revisions</b>	Vote	Corrie Amador	7 m
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It is recommended the Board approve the 457(b) Plan Revisions for California Pacific Charter Schools - Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751), effective July 1, 2023.

Fiscal Impact: \$100,812.78

(Allocation split may vary dependent on actual enrollment)

California Pacific Charter School-San Diego (Warner #1758): \$31,564.48

California Pacific Charter School-LA (Acton-Agua Dulce #1751): \$49,549.48

California Pacific Charter School-Sonoma (Guerneville #2037): \$19,698.82

Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

<b>D. Approval of 2023-2024 Strategic Staffing Plan</b>	Vote	Corrie Amador	10 m
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It is recommended the Board approve the comprehensive 2023-2024 Strategic Staffing Plan for California Pacific Charter Schools - Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751).

Fiscal Impact:

Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

**XIII. Policy Development**

**7:05 PM**

- A.** Approval of New Board Policy Vote Shannon Green 5 m

It is recommended the Board approve the proposed policy. This policy will allow the Board to address any related complaints or issues that may be raised in the school/work environment.

**3000 Series - Business/Non-Instructional**

3140-CPCS Uncollected Debt Policy

Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

**XIV. Calendar**

The next scheduled regular meeting of the Board of Directors will be held on June 13, 2023.

	Purpose	Presenter	Time
<b>XV. Comments</b>			<b>7:10 PM</b>
<b>A.</b> Board Comments	Discuss	Board President	5 m
<b>B.</b> CEO/Superintendent Comments	Discuss	Christine Feher	5 m
<b>XVI. Closing Items</b>			<b>7:20 PM</b>
<b>A.</b> Adjourn Meeting	Vote	Board President	3 m
Roll Call Vote:			
Kelly Wylie			
Dr. Shirley Peterson			
Tanya Rogers			
Bill Howard			
Jason McFaul			
Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____			

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**FOR MORE INFORMATION**

For more information concerning this agenda, contact  
California Pacific Charter Schools. Telephone: 949-688-7798