



# California Pacific Charter Schools

## California Pacific Charter Schools

### Regular Meeting of the Board of Directors

Published on May 9, 2025 at 3:46 PM PDT

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#### **Date and Time**

Tuesday May 13, 2025 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

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

Dial by your location

(213) 338 8477 (Los Angeles)

(669) 900 6833 (San Jose)

Meeting ID: 957-3873-3180

<https://cal-pacs-org.zoom.us/j/95738733180>

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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.

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

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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 949-688-7798.

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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	2 m
<b>B.</b> Record Attendance		Board President	2 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>5:04 PM</b>
<b>A.</b> Led by Board President or designee.		Board President	2 m
<b>III. Approve Adopt/Agenda</b>			<b>5:06 PM</b>
<b>A.</b> Agenda	Vote	Board President	2 m
It is recommended that the Board of Directors adopt the agenda for the Regular Board Meeting on May 13, 2025, as presented.			
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

5:08 PM

- |           |  |                 |                 |     |
|-----------|--|-----------------|-----------------|-----|
| <b>A.</b> | Minutes of the Regular Board Meeting that was held on March 11, 2025 | Approve Minutes | Board President | 2 m |
|-----------|--|-----------------|-----------------|-----|

It is recommended the Board of Directors approve as presented, the minutes for the Regular Board meeting of March 11, 2025.

Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

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

- |           |  |                 |                 |     |
|-----------|--|-----------------|-----------------|-----|
| <b>B.</b> | Minutes of the Special Meeting of the Board of Directors held March 31, 2025 | Approve Minutes | Board President | 2 m |
|-----------|--|-----------------|-----------------|-----|

It is recommended the Board of Directors approve as presented, the minutes for the Special Board Meeting of March 31, 2025.

Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

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

#### V. Public Comments/Recognition/Reports

	Purpose	Presenter	Time
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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.

<b>VI.</b>	<b>Correspondence/Proposals/Reports</b>		<b>5:12 PM</b>
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|-----------|---|---------|-----------------|------|
| <b>A.</b> | Staff Recognition Presentation  | Discuss | Christine Feher | 10 m |
|           | Recognition of Employees' Years of Service, Presented by C. Feher, Superintendent |         |                 |      |
| <b>B.</b> | CalPac School Highlights  | Discuss | Christine Feher | 5 m  |
|           | Presented by C. Feher, Superintendent   |         |                 |      |
| <b>C.</b> | Letter from Guerneville Unified School District 2024-25                           | Discuss | Shannon Green   | 2 m  |
|           | Re: Second Interim Report, California Pacific Charter School- Sonoma              |         |                 |      |

<b>VII.</b>	<b>Consent</b>		<b>5:29 PM</b>
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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  | Vote | Board President | 2 m |
|           | 1. Check Registers - March 2025 and April 2025<br>2. J.P. Morgan Statement - March 2025 and April 2025<br>3. Approval of Surplus of Electronic Devices<br>4. Approval of Stampli (Renewal) |      |                 |     |

- |           |                                      |      |                 |     |
|-----------|--------------------------------------|------|-----------------|-----|
| <b>B.</b> | Consent - Education/Student Services | Vote | Board President | 2 m |
|           | 1. Approval of Care Solace (Renewal) |      |                 |     |

	Purpose	Presenter	Time
	2. Approval of NoRedInk Order (Renewal) 3. Approval of Parsec (Renewal) 4. Approval of Renaissance Nearpod and Flocabulary (Renewal)		
<b>C.</b>	Consent - Personnel Services	Vote	Board President
	1. Approval of Certificated - Personnel Report 2. Approval of Classified - Personnel Report 3. Approval of 2025-26 Certificated Employee Work Year Calendars 4. Approval of 2025-26 Classified Employee Work Year Calendars 5. Approval of One Time Discretionary Bonus - Romy Mason		2 m
<b>D.</b>	Consent - Policy Development	Vote	Board President
	Approval of existing board policies revised, reviewed, and eliminated by staff for the 2025-2026 school year.		2 m

### **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 Assistant Director of Fiscal Services to Director of Fiscal Services. The edits did not affect the content or meaning and intent of the policy.

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

3000 - CPCS Fiscal Control Policy  
3030 - CPCS Investment 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**

3005 - CPCS Purchasing Fiscal Policy  
3011 - CPCS Banking And Accounts Payable Fiscal Policy  
3012 - CPCS Purchasing Card Fiscal Policy  
3015 - CPCS Accounts Receivable Fiscal Policy  
3016 - CPCS Third-Party Processor Policy

	Purpose	Presenter	Time
3020 - CPCS Expenses Fiscal Policy			
3025 - CPCS Finance Fiscal Policy			
3100 - CPCS Education Partner Code of Conduct			
3105 - CPCS Education Partner Risk Management Policy			
3125 - CPCS Intraorganizational Loan Policy			
3135 - CPCS Gift Acceptance Policy			
3140 - CPCS Uncollectible Debt Policy			
3150 - CPCS Reserves Fiscal Policy			

### **Board Policy: Rescinded**

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

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

- 3110 - CPCS Education Partner Application and Pre-Approval
- 3120 - CPCS Name and Logo Use Policy

**Consent items listed A through D 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 \_\_\_\_\_

## **VIII. Business/Financial Services**

**5:37 PM**

- |           |  |      |               |     |
|-----------|--|------|---------------|-----|
| <b>A.</b> | Approval of 2023 IRS Tax Form 990 and California Tax Form 199 Prepared by CliftonLarsonAllen (CLA) for Fiscal Year Ended June 30, 2024 | Vote | Shannon Green | 5 m |
|-----------|--|------|---------------|-----|

It is recommended that the Board approve the draft 2023 IRS Tax Form 990 and California Tax Form 199, prepared by CLA for the fiscal year ended June 30, 2024, for California Pacific Charter Schools – Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751).

Purpose	Presenter	Time
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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>B.</b> | 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 for 2025-2026 for California Pacific Charter Schools - Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751).

Fiscal Impact: Up to \$50,000.00

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

California Pacific Charter - Los Angeles (#1751) \$24,000.00

California Pacific Charter - San Diego (#1758) \$16,000.00

California Pacific Charter - Sonoma (#2037) \$ 10,000.00

Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

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

- |           |   |      |               |     |
|-----------|---|------|---------------|-----|
| <b>C.</b> | Approval of Charter Impact Contract (Renewal) | Vote | Shannon Green | 5 m |
|-----------|---|------|---------------|-----|

It is recommended the Board approve the Charter Impact Renewal for 2025-2026 for California Pacific Charter Schools - Los Angeles (#1751), San Diego (#1758), and Sonoma (#2037).

	Purpose	Presenter	Time
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Fiscal Impact: \$32,445.00

*(Allocation split may vary dependent on finalized 2025-2026 budget)*

California Pacific Charter - Los Angeles (#1751) \$14,924.70

California Pacific Charter - San Diego (#1758) \$10,869.08

California Pacific Charter - Sonoma (#2037) \$6,651.23

Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

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

<b>D.</b>	Approval of Charter Tech Services Contract	Vote	Christine Feher	5 m
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It is recommended the Board approve the contract with Charter Tech Services (CTS) for 2025-2026 for California Pacific Charter Schools - Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751).

Fiscal Impact: \$126,000.00

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

California Pacific Charter - Los Angeles (#1751) \$60,480.00

California Pacific Charter - San Diego (#1758) \$40,320.00

California Pacific Charter - Sonoma (#2037) \$25,200.00

Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

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

<b>E.</b>	Approval of Sage Intacct 2025-26 Accounting Services Contract (Renewal)	Vote	Shannon Green	5 m
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It is recommended the Board approve the Sage Intacct 2025-26 Accounting Services Contract for California Pacific Charter Schools - Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751).



	Purpose	Presenter	Time
Fiscal Impact: \$20,674.80 (Allocation split may vary dependent on actual enrollment)			
California Pacific Charter - Los Angeles (#1751)	\$9,510.41		
California Pacific Charter - San Diego (#1758)	\$6,926.06		
California Pacific Charter - Sonoma (#2037)	\$4,238.33		

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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|-----------|--|------|-----------------|-----|
| <b>F.</b> | Approval of School Pathways Agreement<br>(Renewal) | Vote | Christine Feher | 5 m |
|-----------|--|------|-----------------|-----|

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

Fiscal Impact: Up to \$90,000.00  
(Allocation split may vary dependent on actual enrollment)

California Pacific Charter - Los Angeles (#1751)	\$43,200.00
California Pacific Charter - San Diego (#1758)	\$28,800.00
California Pacific Charter - Sonoma (#2037)	\$18,000.00

Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

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

<b>IX.</b>	<b>Education/Student Services</b>		<b>6:07 PM</b>
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|-----------|---|------|-----------------|-----|
| <b>A.</b> | Approval of 1st Day School Supplies (Renewal) | Vote | Christine Feher | 5 m |
|-----------|---|------|-----------------|-----|

	Purpose	Presenter	Time
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It is recommended the Board approve 1st Day School Supplies for 2025-2026 for California Pacific Charter Schools - Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751).

Fiscal Impact: Up to \$70,000.00

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

California Pacific Charter - Los Angeles (#1751)	\$33,600.00
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California Pacific Charter - San Diego (#1758)	\$22,400.00
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California Pacific Charter - Sonoma (#2037)	\$14,000.00
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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 \_\_\_\_\_

<b>B.</b>	Approval of Kajeet Quote (Renewal)	Vote	Gretchen Chamberlain	5 m
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It is recommended the Board approve Kajeet for 2025-2026 for California Pacific Charter Schools - Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751).

Fiscal Impact: Up to \$30,000.00

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

California Pacific Charter - Los Angeles (#1751)	\$14,400.00
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California Pacific Charter - San Diego (#1758)	\$9,600.00
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California Pacific Charter - Sonoma (#2037)	\$6.000.00
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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 \_\_\_\_\_

	Purpose	Presenter	Time
<b>C.</b>	Approval of PresenceLearning, Inc. Contract (Renewal)	Vote	Christine Feher
			5 m

It is recommended the Board approve PresenceLearning, Inc for 2025-2026 for California Pacific Charter Schools - Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751).

Fiscal Impact: Up to \$40,000.00

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

California Pacific Charter - Los Angeles (#1751) \$19,200.00

California Pacific Charter - San Diego (#1758) \$12,800.00

California Pacific Charter - Sonoma (#2037) \$8,000.00

Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

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

<b>D.</b>	Approval of Instructional Continuity Plan	Vote	Christine Feher	5 m
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It is recommended the Board approve the Instructional Continuity Plan (ICP) as an addendum to the 2025 Comprehensive School Safety Plan for California Pacific Charter Schools - Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751) for the 2025-2026 school year.

Fiscal Impact: None

Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

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

Purpose	Presenter	Time
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**X. Personnel Services**

**6:27 PM**

- |           |  |      |               |     |
|-----------|--|------|---------------|-----|
| <b>A.</b> | Approval of Declaration of Need (DON) CL-500 for the 2025-2026 School Year | Vote | Corrie Amador | 5 m |
|-----------|--|------|---------------|-----|

It is recommended the Board approve the Declaration of Need (DON) CL-500 for 2025-2026 for California Pacific Charter Schools - Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751), for the 2025-2026 school year.

Fiscal Impact: None

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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|-----------|---|------|---------------|------|
| <b>B.</b> | Approval of 2025-2026 Strategic Staffing Plan | Vote | Corrie Amador | 10 m |
|-----------|---|------|---------------|------|

It is recommended the Board approve the comprehensive 2025-2026 Strategic Staffing Plan for California Pacific Charter Schools - Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751).

Fiscal Impact: Estimated \$13,012,822.30

The full amount will be split proportionally between the three charter schools. Final splits will be confirmed in the 2025-2026 budget.

Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

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

Purpose	Presenter	Time
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<b>XI. Policy Development</b>	<b>6:42 PM</b>
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<b>A. Approval of New Board Policy</b>	Vote	Shannon Green	5 m
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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**

3010 - CPCS Lease Capitalization Policy

Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

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

**XII. 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.

<b>XIII. Adjourn to Closed Session</b>	<b>6:47 PM</b>
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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 \_\_\_\_\_

	Purpose	Presenter	Time
<b>A. Closed Session</b>	Discuss	Board President	35 m
<b>1. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION</b> (Gov. Code Section 54956.9(d)(1))			
a. YL v. The Collaborative Charter Services Organization, et al.			
<b>2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION</b> Pursuant to Government Code 54957			
a. Superintendent, Performance Evaluation and Goals			
<b>XIV. Reconvene Regular Meeting</b>			<b>7:22 PM</b>
<b>A. Report out any action that was taken in closed session.</b>	Discuss	Board President	5 m
<b>XV. Calendar</b>			
The next scheduled regular meeting of the Board of Directors will be held on June 10, 2025.			
<b>XVI. Comments</b>			<b>7:27 PM</b>
<b>A. Board Comments</b>	Discuss	Board President	5 m
<b>B. Superintendent Comments</b>	Discuss	Christine Feher	5 m
<b>XVII. Closing Items</b>			<b>7:37 PM</b>
<b>A. Adjourn Meeting</b>	Vote	Board President	2 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