

APPROVED



# California Pacific Charter Schools

California Pacific Charter Schools

## Minutes

Regular Meeting of the Board of Directors

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### Date and Time

Tuesday December 6, 2022 at 5:00 PM

### Location

The meeting will be held virtually.

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

Dial by your location

+1 213 338 8477 US (Los Angeles)

+1 669 900 6833 US (San Jose)

Meeting ID: 953 3493 4592

<https://cal-pacs-org.zoom.us/j/95334934592>

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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

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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#### **Directors Present**

J. McFaul (remote), K. Wylie (remote), S. Peterson (remote), T. Rogers (remote), W. Howard (remote)

#### **Directors Absent**

*None*

#### **Guests Present**

C. Amador (remote), C. Feher (remote), K. Madden (remote), L. Hath (remote), Lili Huang, CLA (remote), S. Green (remote)

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### **I. Opening Items**

#### **A. Call the Meeting to Order**

K. Wylie called a meeting of the board of directors of California Pacific Charter Schools to order on Tuesday Dec 6, 2022 at 5:05 PM.

#### **B. Record Attendance**

### **II. Pledge of Allegiance**

#### **A. Led by Board President or designee.**

Shirley Peterson, Vice President led the Pledge of Allegiance.

### **III. Approve Adopt/Agenda**

#### **A. Agenda**

S. Peterson made a motion to Kelly Wylie, President.

W. Howard seconded the motion.

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

### **IV. Approve Minutes**

#### **A. Minutes of the Regular Board meeting that was held on November 8, 2022**

J. McFaul made a motion to approve the minutes from Regular Meeting of the Board of Directors on 11-08-22.

S. Peterson seconded the motion.

Tanya Rogers made a request to correct the November 8th minutes to reflect the agenda was amended to remove closed session.

The motion was amended by Jason McFaul and seconded Shirley Peterson to make the correction to the November 8th agenda.

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

## V. Board Governance

### A. Approval of Resolution No. 2022-12-6 Recognizing a State of Emergency and Re-Authorizing Teleconferenced Meetings Pursuant to AB 361

J. McFaul made a motion to Kelly Wylie, President.

W. Howard seconded the motion.

Option 2 was selected by Board Members.

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

### B. Annual Organizational Structure of the Board of Directors - Election of Officers

T. Rogers made a motion to Kelly Wylie, President.

J. McFaul seconded the motion.

Discussion:

William Howard made a motion to continue with the current President, and Tanya Rogers seconded it. 4 yes votes, 1 abstain.

William Howard made a motion to continue with the current Vice President, and Tanya Rogers seconded it. 4 yes votes, 1 abstain.

William Howard made a motion to continue with the current Clerk, and Kelly Wylie seconded it. 4 yes votes, 1 abstain.

Election of Officers:

President: **Kelly Wylie**

Vice President: **Shirley Peterson**

Clerk: **Tanya Rogers**

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

## VI. Public Comments

### A. Closed Session.

There were no public comments regarding closed session.

## **VII. Adjourn to Closed Session**

### **A. Closed Session**

S. Peterson made a motion to Kelly Wylie, President.

T. Rogers seconded the motion.

Kelly Wylie, President requested Board Members adjourn to closed session at 5:14 p.m.

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

## **VIII. Reconvene Regular Meeting**

### **A. Report out any action that was taken in closed session.**

The meeting reconvened at 5:38 p.m.

Shirley Peterson, Vice President reported out "no action was taken during the closed session."

## **IX. Public Comments**

### **A. Recognition and Reports.**

There were no public comments regarding recognition and reports.

## **X. Correspondence/Proposals/Reports**

### **A. School Highlights, Presented by Christine Feher, CEO/Superintendent**

Presented by Christine Feher, CEO/Superintendent

### **B. Board Meeting Calendar and Schedule Revisions 2022-2023**

Presented by Christine Feher, CEO/Superintendent

February 14th meeting date has been changed to February 21st.

### **C. Williams Settlement Findings - California Pacific Charter - San Diego (CalPac-SD)**

Presented by Christine Feher, CEO/Superintendent

## **XI. Consent**

### **A. Consent - Business/Financial Services**

1. Check Registers and J.P. Morgan Statement - November 2022

**B. Consent - Personnel Services**

1. Approval of Certificated - Personnel Report
2. Approval of Classified - Personnel Report
3. Approval of Job Descriptions
4. Receive the Annual Report of Mandatory Staff Training and Notices 2022-2023

**C. Consent - Policy Development**

T. Rogers made a motion to Kelly Wylie, President.  
W. Howard seconded the motion.

**Board Policy: Revised**

The following policy has been revised to provide clarity or alignment with changes in law or procedures.

**1000 Series - Community Relations**

1025-CPCS Uniform Complaint Policy

**Consent items listed under A through C were approved by a single motion.**

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

**XII. Personnel Services**

**A. Approval of Revised Entry Step Placement on the Certificated Salary Schedule**

S. Peterson made a motion to Kelly Wylie, President.  
J. McFaul seconded the motion.  
The board **VOTED** to approve the motion.

**XIII. Business/Financial Services**

**A. Approval of 2022-23 First Interim Financial Report**

T. Rogers made a motion to Kelly Wylie, President.  
J. McFaul seconded the motion.

Presented by Shannon Green.

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

**B. Approval of CliftonLarsonAllen (CLA) Annual Audit Report - Year Ended June 30, 2022 - California Pacific Charter Schools (Draft)**

T. Rogers made a motion to Kelly Wylie, President.  
S. Peterson seconded the motion.

Presented by Lili Huang, CLA.  
The board **VOTED** to approve the motion.

**C. Approval of Office Furniture**

S. Peterson made a motion to Kelly Wylie, President.  
J. McFaul seconded the motion.  
The board **VOTED** to approve the motion.

**D. Approval of SeaStone Productions Video Projects**

S. Peterson made a motion to Kelly Wylie, President.  
J. McFaul seconded the motion.  
The board **VOTED** to approve the motion.

**E. Approval of Goalbook Toolkit Membership**

J. McFaul made a motion to Kelly Wylie, President.  
T. Rogers seconded the motion.  
The board **VOTED** to approve the motion.

**XIV. Education/Student Services**

**A. Approval of Arizona State University (ASU) Universal Learner Course Agreement**

J. McFaul made a motion to Kelly Wylie, President.  
W. Howard seconded the motion.  
The board **VOTED** to approve the motion.

**XV. Policy Development**

**A. Approval of New Board Policy**

T. Rogers made a motion to Kelly Wylie, President.  
J. McFaul seconded the motion.

**6000 Series - Instruction**

6215-CPCS Field Trips and Excursion Policy  
The board **VOTED** to approve the motion.

**XVI. Calendar**

**A. The next scheduled meeting will be held virtually on January 10, 2023.**

Kelly Wylie, President shared that the next meeting will be held virtually on January 10, 2023.

**XVII. Comments**

### **A. Board Comments**

The Board congratulated Kelly, Shirley, and Tanya on their reelection to Officer positions. They then wished everyone a safe and enjoyable winter break, and said "we will see you all in 2023." They closed with wishing everyone good health, and wished everyone a nice new year. Thank you.

### **B. CEO/Superintendent Comments**

The CEO thanked the Board for a good year and said she is excited for another year together. The first in-person meeting next year will be held in March in Los Angeles County, because it has the largest enrollment. She wants the Board to think about discussing categorizing part of CPCS's reserve for special items during a study session, saying we are in great financial place now, but we are also entering a time of economic uncertainty.

She is also working on finding a date to have a Board retreat. This may not happen until August or July due to everyone's busy schedules, but will she continue to work on a date. She then thanked her team for their work; Shannon with finances, Corrie for getting staff onboarded, and all other staff/teachers, saying it takes a village to make this happen. She is looking forward to a bright 2023. Happy Holidays!

## **XVIII. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:44 PM.

Respectfully Submitted,  
K. Wylie

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## **Documents used during the meeting**

- AMENDED-CPCS Resolution-re-authorizing-AB-361\_12.6.22.docx.pdf
- CPCS BB 9100 Organization.pdf
- 22\_23 Board Meeting Calendar- REVISED.pdf
- Williams Superintendent Charter Letter Findings2022-CA Pacific San Diego.pdf
- 11.2022 44 CAL-PAC-SD Check Register.pdf
- 11.2022 55 CAL-PAC-LA Check Register.pdf
- 11.2022 95 CAL-PAC-SO Check Register.pdf
- 2022.11.31 J.P. MORGAN STATEMENT NOV 2022.pdf

- DRAFT School Social Worker Board Approval December 2022.docx.pdf
- DRAFT Executive Assistant Board Approval December 2022.pdf
- Annual Report of Mandatory Staff Training and Notices 2022-2023.pdf
- CPCS - 1025 UCP Policy and Complaint Form-Final 12-6-2022.docx.pdf
- Certificated Staff Step Placement Review 11-2022.xlsx - Salary Step Adj.pdf
- California Pacific Charter Schools 2022-23 (BOARD FINAL).pdf
- 2021-22 Audit Certification.pdf
- 2021-22 Audit Report California Pacific Charter DRAFT.pdf
- 2021-22 CalPac Governance Communication Draft.pdf
- 2021-22 CalPac Mgmt representation letter - Draft.pdf
- Office Furniture 1.pdf
- Office Furniture 2.pdf
- Office Furniture 3.pdf
- Carly Stone CalPac Letter .pdf
- CalPac Aquarium Field Trip Video Project Estimate 1.pdf
- Goalbook Invoice 2022.pdf
- Goalbook Letter 2022.pdf
- Goalbook Toolkit Flyer 2022.pdf
- CalPac\_ASU UNIVERSAL LEARNER COURSE AGREEMENT.pdf
- Universal Learner Courses.pdf
- CPCS - 6215 Field Trips and Excursions.pdf

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#### FOR MORE INFORMATION

For more information concerning this agenda, contact  
California Pacific Charter Schools. Telephone: 949-752-0527