APPROVED

California Pacific Charter Schools

California Pacific Charter Schools

Minutes

Regular Meeting of the Board of Directors

Date and Time
Tuesday May 9, 2023 at 5:00 PM

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

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.

Directors Present

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

Directors Absent

None

Guests Present

C. Amador (remote), C. Feher, D. Carlos, E. Zemmer (remote), G. Chamberlain (remote), L. Hath (remote), S. Green (remote)

I. Opening Items

A. Call the Meeting to Order

S. Peterson called a meeting of the board of directors of California Pacific Charter Schools to order on Tuesday May 9, 2023 at 5:06 PM.

B. Record Attendance

II. Pledge of Allegiance

A. Led by Board President or designee.

Tanya Rogers, Clerk led the Pledge of Allegiance.

III. Approve Adopt/Agenda

A. Agenda

T. Rogers made a motion to Shirley Peterson, Vice President.
W. Howard seconded the motion.

Christine Feher made a recommendation to amend the agenda and move Item B, Staff Recognition listed under Correspondence / Proposals / Reports to the beginning of the meeting, before Closed Session.

The agenda was amended on 5/26/23, to remove the 2023-2024 Strategic Staffing Plan Excel worksheet from Personnel Services, Item D. This worksheet has been placed in the Board On Track Documents folder for Board Members to review. This was due to the large size of the worksheet and not being able to PDF properly, which made it non legible.

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

Roll Call

W. Howard	Aye
T. Rogers	Aye
K. Wylie	Absent
S. Peterson	Aye
J. McFaul	Aye

IV. Approve Minutes

A. Minutes of the Regular Board meeting that was held on March 7, 2023

S. Peterson made a motion to approve the minutes from Regular Meeting of the Board of Directors on 03-07-23.
W. Howard seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

T. Rogers	Aye
J. McFaul	Aye
K. Wylie	Absent
S. Peterson	Aye
W. Howard	Aye

V. Public Comment - Closed Session

A. There were no public comments regarding Closed Session.

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

VI. Adjourn to Closed Session

A. Closed Session

Kelly Wylie, President joined the meeting at 5:16 p.m.

The Board of Directors adjourned to closed session at 5:19 p.m. The meeting will reconvene at 6:00 p.m.

VII. Reconvene Regular Meeting

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

The meeting reconvened at 6:17 p.m.

Tanya Rogers, Clerk reported out "no action was taken during the closed session."

VIII. Correspondence/Proposals/Reports

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

Christine Feher presented the School Highlights, and kept it short due to the Staff Recognition presentation this evening.

B. Staff Recognition - Employees with Five and Ten Years of Service, Presented by Christine Feher, CEO/Superintendent

Christine Feher presented the Teacher and Staff Recognition 2022-2023.

5 Years of Services:
Caryn Masters
Alexis Morfin
Ericka Zemmer

10 Years if Services:
Lisa Martinez
Erin Rineberg

C. Letter from Guerneville Unified School District 2022-23 re: Second Interim Report, California Pacific Charter School- Sonoma

Presented by Christine Feher, CEO/Superintendent.

D. Letter from Acton-Agua Dulce 2022-23 Second Interim Report, California Pacific Charter-LA

Presented by Christine Feher, CEO/Superintendent.

IX. Consent

A. Consent - Business/Financial Services

1. Check Registers - March 2023 and April 2023
2. J.P. Morgan Statement - March 2023 and April 2023
3. Approval of Surplus of Electronic Devices

B. Consent - Personnel Services

1. Approval of Certificated Personnel Report
2. Approval of Classified Personnel Report

C. Consent - Policy Development

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

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

Consent items listed A through C were approved/adopted by a single motion.

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

X. Business/Financial Services

A. Approval of CliftonLarsonAllen (CLA) Tax Form 990 Return and California Tax Form 199 Return - Year Ended June 30, 2022

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

Presented by Shannon Green.
The board **VOTED** unanimously to approve the motion.

B. Approval of New Bank Account for California Pacific Charter Schools - Sonoma

J. McFaul made a motion to Kelly Wylie, President.
W. Howard seconded the motion.

Presented by Shannon Green
The board **VOTED** unanimously to approve the motion.

C. Approval of 1st Day School Supplies (Renewal)

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

D. Approval of All Systems Go! (ASG!) Computer Services Contract for Paid Media Management (Renewal)

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

E. Approval of a Three-Year Contract with Alludo Learning (Renewal)

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

F. Approval of a Curiculum Purchase from Accelerate Education (Renewal)

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

G. Approval of Funds for Purchase of Student and Faculty Technology

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

XI. Personnel Services

A. Approval of Declaration of Need (DON) for the 2023-2024 School Year

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

B. Approval of University Student Teaching and Internship Agreements

S. Peterson made a motion to Kelly Wylie, President.
J. McFaul seconded the motion.

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)

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

C. Approval of 457(b) Plan Revisions

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

D. Approval of 2023-2024 Strategic Staffing Plan

W. Howard made a motion to Kelly Wylie, President.
S. Peterson seconded the motion.

Presented by Corrie Amador and Shannon Green.
The board **VOTED** unanimously to approve the motion.

XII. Policy Development

A. Approval of New Board Policy

J. McFaul made a motion to Kelly Wylie, President.
S. Peterson seconded the motion.

Presented by Shannon Green.
The board **VOTED** unanimously to approve the motion.

XIII. Comments

A. Board Comments

The Board thanked Christine for her leadership and all of the CPCS Staff for their hard work and dedication. Bill thanked Corrie Amador and Shannon Green for their presentations, and for the opportunity to evaluate the CEO/Superintendent, Christine Feher. He said he learned a lot. The Board then said "Happy Appreciation" month to the teachers, school nurses, and classified employees, saying they greatly appreciate them all for helping to meet student goals. They wished everyone an wonderful "End-of-School-Year." Thank you.

B. CEO/Superintendent Comments

The CEO echoed the Board comments and thanked the teachers and staff for their hard work. She said all staff members were sent a power bank for appreciation, and CPCS will be hosting a luncheon for classified staff. She wanted the Board to know that she will be attending the May Revise sessions, and plans to present a COLA 3-5 year plan next month, particularly with the possibility of entering into a recession. She then thanked

Daisy for taking the lead on the May agenda saying she did a good job, and thanked Lori Hath for training her. There is a lot going on during the end-of -the-school-year, and she is preparing for next year. Thank you!

XIV. 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 7:26 PM.

Respectfully Submitted,
K. Wylie

Documents used during the meeting

- April 22-23 SO School Highlights.pdf
- April 22-23 LA School Highlights.pdf
- April 22-23 SD School Highlights.pdf
- Staff Recognition 22-23.pdf
- Second Interim Review.pdf
- 2022-23 CA Pacific Charter-LA Second Interim Budget Review.pdf
- CalPac-LA Check Register March 2023.pdf
- CalPac-LA Check Register April 2023.pdf
- CalPac-SD Check Register March 2023.pdf
- CalPac-SD Check Register April 2023.pdf
- CalPac-SO Check Register March 2023.pdf
- CalPac-SO Check Register April 2023.pdf
- J.P. Morgan Statement March 31 2023.pdf
- J.P. Morgan Statement April 30 2023.pdf
- CALPAC_unrecoverable_and_ewaste_list_for_Board_5.9.2023.pdf
- BUS Policy Review 3000 Series - Business Non-Instructional.pdf
- CPCS - 3000 Fiscal Policy Overview.pdf
- CPCS - 3000 Fiscal Policy Overview_redline_5.9.23.pdf
- CPCS - 3016 Third-Party Processor Policy.docx.pdf
- CPCS - 3100 Education Partner Code of Conduct.pdf
- CPCS - 3100 Education Partner Code of Conduct_redline_5.9.23.pdf
- CPCS - 3105 Education Partner Risk Management Policy_reviewed_5.9.23.pdf

- CPCS - 3110 Education Partner Application and Pre Approval_reviewed_5.9.23.pdf
- CPCS - 3120 Name and Logo Use Policy_reviewed_5.9.23.pdf
- CPCS - 3125 Intraorganizational Loan Policy.pdf
- CPCS - 3125 Intraorganizational Loan Policy_redline_5.9.23.pdf
- CPCS - 3150 Reserves Fiscal Policy.pdf
- CPCS - 3005 Purchasing Fiscal Policy.pdf
- CPCS - 3005 Purchasing Fiscal Policy_redline_5.9.23.pdf
- CPCS - 3011 Banking And Accounts Payabl...Policy REVISED 2022.pdf
- CPCS - 3011 Banking And Accounts Payabl...Policy REVISED 2022_redline_5.9.23.pdf
- CPCS - 3012 Purchasing Card Fiscal Policy.pdf
- CPCS - 3012 Purchasing Card Fiscal Policy_redline_5.9.23.pdf
- CPCS - 3015 Accounts Receivable Fiscal Policy.pdf
- CPCS - 3015 Accounts Receivable Fiscal Policy_redline_5.9.23.pdf
- CPCS - 3020 Expenses Fiscal Policy.pdf
- CPCS - 3020 Expenses Fiscal Policy_redline_5.9.23.pdf
- CPCS Lost or Missing Receipt Form REV. 05-2023.pdf
- CPCS - 3025 Finance Fiscal Policy.pdf
- CPCS - 3025 Finance Fiscal Policy REVISED 2022_redline_5.9.23.pdf
- CPCS - 3135 Gift Acceptance Policy.pdf
- CPCS - 3135 Gift Acceptance Policy_redline_5.9.23.pdf
- CPCS - 3115 Education Partner Terms and... the Purchase Order.pdf
- 2021 CalPac 990 and 199 FINAL.pdf
- Chase Business Depository Certificate.pdf
- Chase Certification of Beneficial Ownership.pdf
- Chase Deposit Account Agreement.pdf
- Chase Additional Banking Services and Fees.pdf
- 1st Day School Supplies Quote.pdf
- All Systems Go!.pdf
- Evergreen_Alludo Renewal Quote 2023.26.pdf
- Accelerate Education Quote Q01663.pdf
- Staff Dell Quote.pdf
- Lenovo CB Quote.pdf
- Asset Tag Accesories Quote.pdf
- Monitor Quote.pdf
- cl500- Declaration of Need Form CPCS-SD.pdf

- cl500- Declaration of Need Form CPCS-SO.pdf
- cl500- Declaration of Need Form CPCS-LA.pdf
- CPCS and Alliant -MOU-2023.pdf
- CSUSB 269894.pdf
- CSUDH STUDENT TEACHING AGREEMENT 2023.pdf
- BUS 457b Plan Update.pdf
- Cal-Pacs 457(b) Basic Plan Document-Add Match.pdf
- Cal-Pacs 457(b) Adoption Agreement-Add Match.pdf
- Cal-Pacs 457(b) CARES Act Amendment-Add Match.pdf
- Cal-Pacs 457(b) SECURE Act Amendment-Add Match.pdf
- BUS CPCS 2023-2024 Strategic Staffing Plan.docx.pdf
- Strategic Staff Planning 2023-2024.pptx.pdf
- CPCS - 3140 Uncollectible Debt Policy.pdf
- 2023-2024_Strategic_Staffing_Plan_final_-_May_9_2023_Agenda.xlsx

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FOR MORE INFORMATION

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