APPROVED

California Pacific Charter Schools

California Pacific Charter Schools

Minutes

Regular Meeting of the Board of Directors

Date and Time
Tuesday March 5, 2024 at 5:00 PM

Location
Holiday Inn Diamond Bar
Room: Gateway 1 & 3
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: 970-7426-4291

https://cal-pacs-org.zoom.us/j/97074264291

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, W. Howard

Directors Absent

T. Rogers

Directors who arrived after the meeting opened

K. Wylie

Guests Present

C. Feher, Cherie Cahn (remote), D. Carlos, Dana Pedersen (remote), G. Chamberlain (remote), S. Green

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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 Mar 5, 2024 at 5:03 PM.

B. Record Attendance

II. Pledge of Allegiance

A. Led by Board President or designee.

S. Peterson led the Pledge of Allegiance.

III. Approve Adopt/Agenda

A. Agenda

W. Howard made a motion to approve the Agenda, as presented.

J. McFaul seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

IV. Approve Minutes

A. Minutes of the Regular Board meeting that was held on February 13, 2024

W. Howard made a motion to approve the minutes from Regular Meeting of the Board of Directors on 02-13-24.
J. McFaul seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

V. Adjourn to Closed Session

A. Closed Session

W. Howard made a motion to Adjourn to Closed Session.
J. McFaul seconded the motion.
Meeting was adjourned at 5:07 P.M.
The board **VOTED** to approve the motion.

Roll Call

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

K. Wylie arrived at 5:40 PM.

VI. Reconvene Regular Meeting

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

The Regular Meeting was reconvened at 5:44 P.M.

K. Wylie noted that there wasn't anything to report.

VII. Public Comments/Recognition/Reports

A. Public Comment

There were no requests for public comment.

VIII. Correspondence/Proposals/Reports

A. CalPac School Highlights

C. Feher, Superintendent, presented CalPac's February School Highlights

IX. Consent

A. Consent - Business/Financial Services

1. Check Registers - February 2024
2. J.P. Morgan Statement - February 2024
3. Surplus Electronics

B. Consent - Personnel Services

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

C. Consent - Policy Development

Approval of existing board policies revised 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 recommended edits do not affect the content, meaning, or intent of the policy.

4000 Series - Personnel Services
4010 - CPCS At Will Employment
4015 - CPCS Equal Employment Opportunity Policy
4025 - CPCS TB Testing Policy
4030 - CPCS Immigration Compliance Policy
4035 - CPCS Mandated Reporter - Child Abuse Policy
4040 - CPCS Corporal Punishment Policy
4050 - CPCS Whistleblower Policy
4085 - CPCS Payroll Withholdings Policy
4090 - CPCS COBRA Policy

4105 - CPCS Paid Sick Leave Policy
4165 - CPCS Employee Driving Policy

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

4000 Series - Personnel Services
4000 - CPCS Concepts and Roles
4020 - CPCS Background Check Policy
4055 - CPCS Internal Complaint Policy
4060 - CPCS Unlawful Harassment/Discrimination Policy
4080 - CPCS Acceptable Use of Technology Policy
4130 - CPCS Remote Work Policy
4145 - CPCS Professional Development Reimbursement Policy
4150 - CPCS Mileage Reimbursement Policy
4160 - CPCS Children of Teachers Policy
4170/4170E - CPCS Injury Illness Prevention Plan

Board Policy: Rescinded
The following are current policies that are either included in the Employee Handbook or are no longer applicable and should, therefore, be archived.

4000 Series - Personnel Services
Included in Employee Handbook
4065 - CPCS Meal and Rest Period Policy
4070 - CPCS Lactation Accommodation Policy
4075 - CPCS Drug, Alcohol, and Smoke-Free Workplace Policy
4110 - CPCS Pregnancy Disability Leave Policy
4115 - CPCS Family and Medical Leave Act Policy
4125 - CPCS Victims of Crime Policy

No longer applicable
4120 - CPCS Families First Coronavirus Response Act Policy
J. McFaul made a motion to approve all items listed in Consent.
S. Peterson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

X. Business/Financial Services

A. Approval of Second Interim Financial Report

S. Peterson made a motion to approve the Second Interim Financial Report.
W. Howard seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

B. Approval of Annual Audit Engagement Services between CliftonLarsonAllen (CLA) and California Pacific Charter Schools

W. Howard made a motion to approve the Annual Audit Engagement Services between CliftonLarsonAllen (CLA) and California Pacific Charter Schools.
J. McFaul seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

C. Approval of Sage Intacct 2024-25 Accounting Services Contract (Renewal)

J. McFaul made a motion to approve the Sage Intacct 2024-25 Accounting Services Contract (Renewal).
S. Peterson seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

XI. Calendar

A. Next Regular Board of Directors Meeting

The next regular meeting of the Board of Directors will be held on May 14, 2024

XII. Comments

A. Board Comments

The Board complimented the meeting's organization and S. Green's presentations. They emphasized the importance of professional development for teachers and expressed their appreciation for the leadership team. Finally, they acknowledge the professionalism of the staff and their positive impact on students.

B. CEO/Superintendent Comments

C. Feher is excited about the upcoming months. She mentioned preparing students for standardized testing and the hard work that went into it this year. C. Feher mentioned a robust May agenda where next year's contracts will be presented and the good work happening in the program highlighted.

XIII. Closing Items

A. Adjourn Meeting

W. Howard made a motion to Adjourn Meeting.
J. McFaul seconded the motion.
The board **VOTED** to approve the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:24 PM.

Respectfully Submitted,
K. Wylie

Documents used during the meeting

- February 23-24 School Highlights - Los Angeles.pdf
- February 23-24 School Highlights - San Diego.pdf
- February 23-24 School Highlights - Sonoma.pdf
- CalPac-LA Check Register February 2024.pdf
- CalPac-SD Check Register February 2024.pdf

- CalPac-SO Check Register February 2024.pdf
- J.P. Morgan Statement February 29 2024.pdf
- March 2024 List of Surplus of Electronic Devices.pdf
- BUS Policy Review 4000 Series - March 2024.pdf
- CPCS - 4000 Personnel Concepts and Roles Policies.pdf
- CPCS - 4000 Personnel Concepts and Roles Policie_redline_03.05.24.pdf
- CPCS - 4010 At-Will Employment Policy.pdf
- CPCS - 4010 At-Will Employment Policy_redline_03.05.24.pdf
- CPCS - 4015 Equal Employment Opportunity Policy.pdf
- CPCS - 4015 Equal Employment Opportunity Policy_redline_03.05.24.pdf
- CPCS - 4020 Background Check Policy.pdf
- CPCS - 4020 Background Check Policy_redline_03.05.24.pdf
- CPCS - 4025 TB Risk Assessment and Examination Policy.pdf
- CPCS - 4025 TB Risk Assessment and Examination Policy_redline_03.05.24.pdf
- CPCS - 4030 Immigration Compliance Policy.pdf
- CPCS - 4030 Immigration Compliance Policy_redline_03.05.24.pdf
- CPCS - 4035 Mandated Reporter - Child Abuse Policy.pdf
- CPCS - 4035 Mandated Reporter - Child Abuse Policy_redline_03.05.24.pdf
- CPCS - 4040 Corporal Punishment Policy.pdf
- CPCS - 4040 Corporal Punishment Policy_redline_03.05.24.pdf
- CPCS - 4050 Whistleblower Policy.pdf
- CPCS - 4050 Whistleblower Policy_redline_03.05.24.pdf
- CPCS - 4055 Internal Complaint Policy and Form.pdf
- CPCS - 4055 Internal Complaint Policy and Form_redline_03.05.24.pdf
- CPCS - 4060 Unlawful Harassment Discrimination Retaliation Policy and Complaint Form.pdf
- CPCS - 4060 Unlawful Harassment Discrimination Retaliation Policy and Complaint Form_redline_03.05.24.pdf
- CPCS - 4065 Meal Period and Rest Break Policy-rescind 03.05.24.pdf
- CPCS - 4070 Lactation Accommodation Policy rescind 03.05.24.pdf
- CPCS - 4075 Drug, Alcohol, and Tobacco-Free Workplace Policy rescind 03.05.24.pdf
- CPCS - 4080 Acceptable Use of Technology Policy.pdf
- CPCS - 4080 Acceptable Use of Technology Policy_redline_03.05.24.pdf
- CPCS - 4085 Payroll Withholdings Policy.pdf
- CPCS - 4085 Payroll Withholdings Policy_redline_03.05.24.pdf
- CPCS - 4090 COBRA Policy.pdf

- CPCS - 4090 COBRA Policy_redline_03.05.24.pdf
- CPCS - 4105 Paid Sick Leave Policy.pdf
- CPCS - 4105 Paid Sick Leave Policy_redline_03.05.24.pdf
- CPCS - 4110 Pregnancy Disability Leave Policy rescind 03.05.24.pdf
- CPCS - 4115 Family Medical Leave Act and California Family Rights Act Policy rescind 03.05.24.pdf
- CPCS - 4120 Families First Coronavirus Response Act Policy rescind 03.05.24.pdf
- CPCS - 4125 Victims of Crime Policy-rescind 03.05.24.pdf
- CPCS - 4130 Remote Work Policy.pdf
- CPCS - 4130 Remote Work Policy_redline_03.05.24.pdf
- CPCS - 4145 Professional Development Reimbursement Policy.pdf
- CPCS - 4145 Professional Development Reimbursement Policy_redline_03.05.24.pdf
- CPCS - 4150 Mileage Reimbursement Policy.pdf
- CPCS - 4150 Mileage Reimbursement Policy_redline_03.05.24.pdf
- CPCS - 4160 Children of Teachers Policy.pdf
- CPCS - 4160 Children of Teachers Policy_redline_03.05.24.pdf
- CPCS - 4165 Employee Driving Policy.pdf
- CPCS - 4165 Employee Driving Policy_redline_03.05.24.pdf
- CPCS - 4170_4170E Injury and Illness Prevention Policy and Plan.pdf
- CPCS - 4170_4170E Injury and Illness Prevention Policy and Plan_redline_03.05.24.pdf
- CPCS 23-24 Second Interim Budget Presentation.pdf
- 2023-24 CPCS Second Interim Budget Report.pdf
- CalPac - Statement of Work - Audit Services.pdf
- CalPac Sage Intacct Contract Extension 15-Apr-2023 to 30-Jun-2024.pdf
- CalPac 2024 Sage Intacct Renewal Quote DRAFT.pdf

FOR MORE INFORMATION

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