

APPROVED



# California Pacific Charter Schools

California Pacific Charter Schools

## Minutes

Regular Meeting of the Board of Directors

---

### Date and Time

Tuesday August 13, 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

### 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: 976-1296-6177

<https://cal-pacs-org.zoom.us/j/97612966177>

---

### 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 949-688-7798.

---

**Directors Present**

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

**Directors Absent**

*None*

**Directors who arrived after the meeting opened**

K. Wylie

**Guests Present**

C. Amador (remote), C. Feher, Cherie Cahn (remote), D. Carlos, E. Zemmer (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 Aug 13, 2024 at 5:05 PM.

**B. Record Attendance**

**II. Pledge of Allegiance**

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

Pledge of Allegiance was led by S. Peterson.

**III. Approve/Adopt Agenda**

**A. Agenda**

T. Rogers made a motion to approve the Agenda for the Regular Meeting of the Board of Directors on August 13, 2024. as presented.

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

**Roll Call**

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

**IV. Approve Minutes**

**A. Minutes of the Regular Board meeting that was held on June 18, 2024**

W. Howard made a motion to approve the minutes from Regular Meeting of the Board of Directors on 06-18-24.

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

**Roll Call**

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

**V. Board Governance**

**A. Annual Board Evaluation**

The Board discussed their evaluation and the items where their opinion differed.  
K. Wylie arrived at 5:09 PM.

**VI. Adjourn to Closed Session**

**A. Closed Session**

J. McFaul made a motion to Adjourn to Closed Session.  
S. Peterson seconded the motion.  
Adjourned to Closed Session at 5:34 PM  
The board **VOTED** unanimously to approve the motion.

**VII. Reconvene Regular Meeting**

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

T. Rogers reported that there was no action to report.

Regular session was reconvened at 6:08 P.M.

### **VIII. Correspondence/Proposals/Reports**

#### **A. CalPac School Highlights**

C. Feher, Superintendent, presented CalPac's June and July School Highlights.

#### **B. CalPac Financial Update**

S. Green, Director of Fiscal Services, presented CalPac's Financial Update.

### **IX. Consent**

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

1. Check Registers - June 2024 & July 2024
2. J.P. Morgan Statement - June 2024 & July 2024
3. Approval of Hatch & Cesario Agreement (Renewal)
4. Approval of Surplus of Electronic Devices
5. Contract with Key Charter Advisors, LLC (Karl Yoder)
6. Approval of Zoom Contract (Renewal)

#### **B. Consent - Education/Student Services**

1. Approval of 2024-25 English Learner Master Plan
2. Approval of 2024-25 Title 1 School- Parent/Guardian Compact

#### **C. Consent - Personnel Services**

1. Approval of Certificated - Personnel Report
2. Approval of Classified - Personnel Report
3. Approval of Job Descriptions: GATE Coordinator, School Engagement Liaison
4. Approval of Revised Salary Schedule: Certificated Specialist (Program Specialist increase workdays)
5. Approval of Employee Handbook 2024-2025 Annual Updates
6. Approval of San Diego County Office of Education Contract for Retirement Reporting 2024-2025

#### **D. Consent - Policy Development**

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.

#### **1000 Series - Community Relations**

1010 - CPCS Civility Policy

**6000 Series - Instruction**

- 6005 - CPCS Parent and Family Engagement Policy
- 6015 - CPCS Comprehensive Sexual Health Education
- 6035 - CPCS Math Placement Policy
- 6040 - CPCS Local Assessment Policy
- 6055 - CPCS Adequate Progress Policy
- 6095 - CPCS Policy on Repeating Courses
- 6115 - CPCS Attendance and Involuntary Removal Policy

***Board Policies: Revised***

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

**1000 Series - Community Relations**

- 1025 - CPCS Uniform Complaint Procedures Policy
- 1030 - CPCS Safe Operation of Schools (Infectious Disease) Policy
- 1035 - CPCS Access to Public Records Policy

**5000 Series - Student Services**

- 5015 - CPCS Title IX Policy Prohibiting Discrimination on the Basis of Sex
- 5016 - CPCS Harassment, Intimidation, Discrimination, and Bullying Policy
- 5115 - CPCS Pregnant and Parenting Students Policy

**6000 Series - Instruction**

- 6010 - CPCS Independent Study Policy
- 6020 - CPCS Education for Homeless Youth
- 6025 - CPCS 504 Policy
- 6030 - CPCS Foster and Mobile Youth Policy
- 6050 - CPCS Virtual Proctoring Policy
- 6060 - CPCS SPED Formal Assessment Request
- 6070 - CPCS SPED Independent Educational Evaluation Policy
- 6075 - CPCS SPED Certificate of Completion
- 6125 - CPCS TK - 8 Grade Report Card Policy
- 6210 - CPCS Graduation Policy
- 6215 - CPCS Field Trips and Excursion Policy

***Board Policies: 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**

- 4060 - CPCS Prohibiting Unlawful Harassment, Discrimination, and Retaliation Policy

4130 - CPCS Remote Work Policy

T. Rogers made a motion to approve all items listed in Consent.

J. McFaul seconded the motion.

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

## **X. Business/Financial Services**

### **A. Approval of Funds for Charter Impact Special Project STRS Review**

S. Peterson made a motion to approve the Funds for Charter Impact Special Project STRS Review.

W. Howard seconded the motion.

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

## **XI. Education/Student Services**

### **A. Approval of Local Control & Accountability Plan (LCAP) 2024-2025 Revision**

S. Peterson made a motion to approve the Local Control & Accountability Plan (LCAP) 2024-2025 Revision.

J. McFaul seconded the motion.

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

### **B. 2022-23 Teaching Assignment Monitoring Outcomes Update**

E. Zemmer, Assistant Superintendent, presented 2022-23 Teaching Assignment Monitoring Outcomes Update

### **C. Approval of HMH Read 180 Contract**

J. McFaul made a motion to approve the HMH Read 180 Contract.

T. Rogers seconded the motion.

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

## **XII. Comments**

### **A. Board Comments**

The Board commended the leadership, team members, and fellow board members for their exceptional work and outstanding contributions. They also emphasized the vital role CalPac plays in offering alternative educational pathways for students.

### **B. Superintendent Comments**

C. Feher recognizes the hard work put into preparing the consent agenda. She highlighted the Admin team's efforts in updating policies and expressed gratitude for everyone's involvement. C. Feher is optimistic about the upcoming school year.

### **XIII. Closing Items**

#### **A. Adjourn Meeting**

W. Howard made a motion to Adjourn the Regular Meeting.

J. McFaul seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:58 PM.

Respectfully Submitted,

K. Wylie

---

#### **Documents used during the meeting**

- CPCS Board Evaluation 2023-24.pdf
- June 23-24 School Highlights - Los Angeles.pdf
- June 23-24 School Highlights - San Diego.pdf
- June 23-24 School Highlights - Sonoma.pdf
- CPCS 24-25 Financial Update - August 2024.pdf
- CalPac-SD Check Register June 2024.pdf
- CalPac-LA Check Register June 2024.pdf
- CalPac-SO Check Register June 2024.pdf
- CalPac-LA Check Register July 2024.pdf
- CalPac-SO Check Register July 2024.pdf
- CalPac-SD Check Register July 2024.pdf
- J.P. Morgan Statement Jun 30 2024.pdf
- J.P. Morgan Statement Jul 31 2024.pdf
- Hatch & Cesario Agreement.pdf
- Surplus of Electronics - August 2024.pdf
- BUS CPCS 2024-2025 Contract with Key Charter Advisors, LLC (Karl Yoder).pdf
- CalPac - Hourly Consulting Agreement (Key Charter Advisors LLC) 2024-25.pdf
- Zoom Renewal Contract 2024-2025.pdf
- California Pacific Charter 2024-2025 English Learner Master Plan.pdf
- California Pacific Charter 2023-2024 English Learner Master Plan\_redline\_August 13 2024.pdf
- Title 1 School-Parent Guardian Compact 24-25.pdf

- BUS Job Descriptions Aug 2024.docx.pdf
- DRAFT CalPac GATE Coordinator JD Board Approval August 2024.docx.pdf
- DRAFT School Engagement Liaison Board Approval August 2024.docx.pdf
- Certificated Spec SAL 7-24 rev 8-13-24.pdf
- BUS Employee Handbook Revisions August 2024.docx.pdf
- 2024 Employee Handbook Revisions 8.2024.docx.pdf
- Employee Handbook AUGUST 2024.docx.pdf
- San Diego County Office of Education Contract.pdf
- BUS Policy Review 1000, 5000, and 6000 Series - August 2024.pdf
- 1010 - CPCS Civility Policy.pdf
- 1025 - CPCS UCP Policy and Complaint Form.pdf
- 1025 - CPCS UCP Policy and Complaint Form\_redline\_August 13 2024.pdf
- 1030 - CPCS Safe Operation of Schools (Infectious Disease) Policy.pdf
- 1030 - CPCS Safe Operation of Schools (Infectious Disease) Policy\_redline\_August 13 2024.pdf
- 1035 - CPCS Access to Public Records Policy.pdf
- 1035 - CPCS Access to Public Records Policy\_redline\_August 13 2024.pdf
- 4060 - CPCS Unlawful Harassment Discrimination Retaliation Policy and Complaint Form.pdf
- 4130 - CPCS Remote Work Policy.pdf
- 5015 - CPCS Title IX Policy.pdf
- 5015 - CPCS Title IX Harassment Intimidation Discrimination and Bullying Policy\_redline\_August 13 2024.pdf
- 5016 - CPCS Harassment, Intimidation, Discrimination and Bullying Policy.pdf
- 5115 - CPCS Pregnant and Parenting Students Policy.pdf
- 5115 - CPCS Pregnant and Parenting Students Policy\_redline\_August 13 2024.pdf
- 6005 - CPCS Parent and Family Engagement Policy.pdf
- 6010 - CPCS Independent Study Policy.pdf
- 6010 - CPCS Independent Study Policy\_redline\_August 13 2024.pdf
- 6015 - CPCS Comprehensive Sexual Health Education Policy.pdf
- 6020 - CPCS Education for Homeless Children and Youth Policy.pdf
- 6020 - CPCS Education for Homeless Children and Youth Policy\_redline\_August 13 2024.pdf
- 6025 - CPCS Section 504 Policy.pdf
- 6025 - CPCS Section 504 Policy\_redline\_August 13 2024.pdf
- 6030 - CPCS Education for Foster and Mobile Youth Policy.pdf

- 6030 - CPCS Education for Foster and Mobile Youth Policy\_redline\_August 13 2024.pdf
- 6035 - CPCS Math Placement Policy.pdf
- 6040 - CPCS Local Assessment Policy.pdf
- 6050 - CPCS Virtual Proctoring Policy.pdf
- 6050 - CPCS Virtual Proctoring Policy\_redline\_August 13 2024.pdf
- 6055 - CPCS Adequate Progress Policy.pdf
- 6060 - CPCS Special Education Assessment Request Policy.pdf
- 6060 - CPCS Special Education Assessment Request Policy\_redline\_August 13 2024.pdf
- 6070 - CPCS Special Education Independent Educational Evaluation Policy.pdf
- 6070 - CPCS Special Education Independent Educational Evaluation Policy\_redline\_August 13 2024.pdf
- 6075 - CPCS Special Education Certificate of Completion Policy.pdf
- 6075 - CPCS Special Education Certificate of Completion Policy\_redline\_August 13 2024.pdf
- 6095 - CPCS Repeated Courses Policy.pdf
- 6115 - CPCS Attendance Policy.pdf
- 6125 - CPCS TK-12th Grade Report Card Policy.pdf
- 6125 - CPCS TK-12th Grade Report Card Policy\_redline\_August 13 2024.pdf
- 6210 - CPCS Graduation Policy.pdf
- 6210 - CPCS Graduation Policy\_redline\_August 13 2024.pdf
- 6215 - CPCS Field Trips and Excursions.pdf
- 6215 - CPCS Field Trips and Excursions\_redline\_August 13 2024.pdf
- 2024 LCAP Combined CPC-Los Angeles.pdf
- 2024 LCAP Combined CPC-San Diego.pdf
- 2024 LCAP Combined CPC-Sonoma.pdf
- HMH Read 180 Contract 24-25.pdf

---

#### FOR MORE INFORMATION

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