APPROVED

California Pacific Charter Schools

California Pacific Charter Schools

Minutes

Regular Meeting of the Board of Directors

Date and Time
Tuesday May 13, 2025 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

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

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 (remote), W. Howard

Directors Absent

None

Directors who left before the meeting adjourned

K. Wylie

Guests Present

C. Amador (remote), C. Feher, Cherie Cahn (remote), D. Carlos, E. Zemmer (remote), G. Chamberlain (remote), Joelene Morasch (remote), S. Green (remote)

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 May 13, 2025 at 5:01 PM.

B. Record Attendance

Roll Call attendance conducted by K. Wylie, Board President.

II. Pledge of Allegiance

A. Led by Board President or designee.

Pledge of Allegiance led by K. Wylie, Board President.

III. Approve Adopt/Agenda

A. Agenda

W. Howard made a motion to adopt the agenda as presented.
J. McFaul seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Approve Minutes

A. Minutes of the Regular Board Meeting that was held on March 11, 2025

T. Rogers made a motion to approve the minutes from Regular Meeting of the Board of Directors on 03-11-25.
S. Peterson seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Minutes of the Special Meeting of the Board of Directors held March 31, 2025

J. McFaul made a motion to approve the minutes from Special Meeting of the Board of Directors on 03-31-25.
W. Howard seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Correspondence/Proposals/Reports

A. Staff Recognition Presentation

Presented by C. Feher, Superintendent

B. CalPac School Highlights

Presented by C. Feher, Superintendent

C. Letter from Guerneville Unified School District 2024-25

Presented by S. Green, Director of Fiscal Services

VI. Consent

A. Consent - Business/Financial Services

1. Check Registers - March 2025 and April 2025
2. J.P. Morgan Statement - March 2025 and April 2025
3. Approval of Surplus of Electronic Devices
4. Approval of Stampli (Renewal)

B. Consent - Education/Student Services

1. Approval of Care Solace (Renewal)
2. Approval of NoRedInk Order (Renewal)
3. Approval of Parsec (Renewal)

4. Approval of Renaissance Nearpod and Flocabulary (Renewal)

C. Consent - Personnel Services

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

D. Consent - Policy Development

Approval of existing board policies revised, reviewed, and eliminated by staff for the 2025-2026 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 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
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
T. Rogers made a motion to approve the consent items A through B, except A.3.
J. McFaul seconded the motion.
Item A.3 - Approval of Surplus of Electronic Devices was pulled from voting and will be brought forth at a future meeting.
The board **VOTED** to approve the motion.

VII. Business/Financial Services

A. Approval of 2023 IRS Tax Form 990 and California Tax Form 199 Prepared by CliftonLarsonAllen (CLA) for Fiscal Year Ended June 30, 2024

T. Rogers made a motion to approve the 2023 IRS Tax Form 990 and California Tax Form 199.
J. McFaul seconded the motion.
The board **VOTED** unanimously to approve the motion.

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

J. McFaul made a motion to approve the All Systems Go! (ASG!) Computer Services Contract for Paid Media Management (Renewal).
S. Peterson seconded the motion.
The board **VOTED** unanimously to approve the motion.
K. Wylie left at 5:37 PM.

C. Approval of Charter Impact Contract (Renewal)

T. Rogers made a motion to approve the Charter Impact Contract (Renewal).
J. McFaul seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

D. Approval of Charter Tech Services Contract

J. McFaul made a motion to approve the Charter Tech Services Contract.

W. Howard seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

E. Approval of Sage Intacct 2025-26 Accounting Services Contract (Renewal)

J. McFaul made a motion to approve the Sage Intacct 2025-26 Accounting Services Contract (Renewal).
W. Howard seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

F. Approval of School Pathways Agreement (Renewal)

T. Rogers made a motion to approve the School Pathways Agreement (Renewal).
J. McFaul seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

VIII. Education/Student Services

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

J. McFaul made a motion to approve the 1st Day School Supplies (Renewal).
W. Howard seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

J. McFaul	Aye
W. Howard	Aye
S. Peterson	Aye

Roll Call

T. Rogers	Aye
K. Wylie	Absent

B. Approval of Kajeet Quote (Renewal)

T. Rogers made a motion to approve the Kajeet Quote (Renewal).
J. McFaul seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

C. Approval of PresenceLearning, Inc. Contract (Renewal)

J. McFaul made a motion to approve the PresenceLearning, Inc. Contract (Renewal).
W. Howard seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

D. Approval of Instructional Continuity Plan

J. McFaul made a motion to approve the Instructional Continuity Plan.
W. Howard seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

IX. Personnel Services

A. Approval of Declaration of Need (DON) CL-500 for the 2025-2026 School Year

T. Rogers made a motion to approve the Declaration of Need (DON) CL-500 for the 2025-2026 School Year.

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

Roll Call

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

B. Approval of 2025-2026 Strategic Staffing Plan

W. Howard made a motion to approve the 2025-2026 Strategic Staffing Plan.
J. McFaul seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

X. Policy Development

A. Approval of New Board Policy

J. McFaul made a motion to approve the New Board Policy.
T. Rogers seconded the motion.
3000 Series - Business/Non-Instructional
3010 - CPCS Lease Capitalization Policy
The board **VOTED** to approve the motion.

Roll Call

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

XI. Adjourn to Closed Session

A. Closed Session

T. Rogers made a motion to adjourn to Closed Session.
W. Howard seconded the motion.
Adjourned to Close Session at 6:33 PM
The board **VOTED** to approve the motion.

Roll Call

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

XII. Reconvene Regular Meeting

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

The Board reconvened to open session at 7:41 P.M.

Board Member T. Rogers provided the following report:

1. Litigation – YL v. The Collaborative Charter Services Organization, et al.
Government Code Section 54956.9(d)(1)
The Board took action to approve the agreement draft related to the litigation.
Vote: 3-0
– Ayes: Howard, McFaul, Peterson
– Abstain: Rogers
– Absent: Wylie

2. Superintendent Performance Evaluation and Goals
Government Code Section 54957(b)(1)
No reportable action was taken.

XIII. Comments

A. Board Comments

The Board expressed appreciation for the staff's dedication, highlighting CalPac as a model school and commending the recognition of long-term teachers. They acknowledged the thorough reports and emphasized the power of teamwork in the school's continued success. The Board praised the collective effort behind running a first-class institution and affirmed confidence in CalPac's positive impact on students.

B. Superintendent Comments

C. Feher thanked the team for their collaborative efforts in preparing for the meeting, highlighting key contributions from cabinet members. She noted that the next meeting will focus on major items like the budget and LCAP, which require continued teamwork and planning. C. Feher shared that the outcomes of the team's hard work are beginning to show. She expressed excitement for the final stretch of the school year, including testing and graduations.

XIV. Closing Items

A. Adjourn Meeting

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

Roll Call

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:47 PM.

Respectfully Submitted,
S. Peterson

Documents used during the meeting

- Staff Recognition 2024-25.pdf
- March 24-25 School Highlights - Los Angeles.pdf
- March 24-25 School Highlights - San Diego.pdf
- March 24-25 School Highlights - Sonoma.pdf
- April 24-25 School Highlights - Los Angeles.pdf
- April 24-25 School Highlights - San Diego.pdf
- April 24-25 School Highlights - Sonoma.pdf
- 24-25 Second Interim Review.pdf
- CalPac-LA Check Register March 2025.pdf
- CalPac-SD Check Register March 2025.pdf
- CalPac-SO Check Register March 2025.pdf
- CalPac-LA Check Register April 2025.pdf
- CalPac-SD Check Register April 2025.pdf
- CalPac-SO Check Register April 2025.pdf
- J.P. Morgan Statement Mar 31 2025.pdf
- J.P. Morgan Statement Apr 30 2025.pdf
- Surplus of Electronics - May 2025.pdf
- BUS CPCS Consent Business Financial Services 5.13.25.pdf
- Stampli Invoices 24-25.pdf

- BUS CPCS Consent Education Student Services 5.13.25.pdf
- Care Solace Renewal Agreement 2026-2028 (Renewal).pdf
- NoRedInk 2025-2026 (Renewal).pdf
- Parsec Renewal and Dashboard 2025-2026.pdf
- Renaissance Nearpod and Flocabulary 2025-2026 (Renewal).pdf
- 2025-2026 CERTIFICATED Employee Work Year Calendar 220.pdf
- 2025-2026 CERTIFICATED Employee Work Year Calendars 205.pdf
- 2025-2026 CERTIFICATED Employee Work Year Calendars 200.pdf
- 2025-2026 CERTIFICATED Employee Work Year Calendars 190.pdf
- 2025-2026 CERTIFICATED Employee Work Year Calendars 185.pdf
- 2025-2026 CERTIFICATED Employee Work Year Calendars 175.pdf
- 2025-2026 CLASSIFIED Employee Work Year Calendars 12 month.pdf
- 2025-2026 CLASSIFIED Employee Work Year Calendars 185 days.pdf
- 2025-2026 CLASSIFIED Employee Work Year Calendars 175 days.pdf
- 2025-2026 CLASSIFIED Employee Work Year Calendars 170 days.pdf
- BUS One-Time Discretionary Bonus - Romy Mason.pdf
- BUS Policy Review 3000 Series - May 2025.pdf
- CPCS - 3000 Fiscal Policy Overview.pdf
- CPCS - 3005 Purchasing Fiscal Policy.pdf
- CPCS - 3005 Purchasing Fiscal Policy_redline_5.13.25.pdf
- CPCS - 3011 Banking And Accounts Payable Fiscal Policy.pdf
- CPCS - 3011 Banking And Accounts Payable Fiscal Policy_redline_5.13.25.pdf
- CPCS - 3012 Purchasing Card Fiscal Policy.pdf
- CPCS - 3012 Purchasing Card Fiscal Policy_redline_05.13.25.pdf
- CPCS Purchase Card Receipt Acknowledgement Form REV MAY 2025.pdf
- CPCS - 3015 Accounts Receivable Fiscal Policy.pdf
- CPCS - 3015 Accounts Receivable Fiscal Policy_redline_5.13.25.pdf
- CPCS - 3016 Third-Party Processor Policy.pdf
- CPCS - 3016 Third-Party Processor Policy_redline_5.13.25.pdf
- CPCS - 3020 Expenses Fiscal Policy.pdf
- CPCS - 3020 Expenses Fiscal Policy_redline_5.13.25.pdf
- CPCS Lost or Missing Receipt Form REV. MAY 2025.pdf
- CPCS - 3025 Finance Fiscal Policy.pdf
- CPCS - 3025 Finance Fiscal Policy_redline_5.13.25.pdf
- CPCS - 3030 Investment Policy.pdf

- CPCS - 3100 Education Partner Code of Conduct.pdf
- CPCS - 3100 Education Partner Code of Conduct_redline_5.13.25.pdf
- CPCS - 3105 Education Partner Risk Management Policy.pdf
- CPCS - 3105 Education Partner Risk Management Policy_redline_5.13.25.pdf
- CPCS - 3110 Education Partner Application and Pre Approval.pdf
- CPCS - 3120 Name and Logo Use Policy.pdf
- CPCS - 3125 Intraorganizational Loan Policy.pdf
- CPCS - 3125 Intraorganizational Loan Policy_redline_5.13.25.pdf
- CPCS - 3135 Gift Acceptance Policy.pdf
- CPCS - 3135 Gift Acceptance Policy_redline_05.13.25.pdf
- CPCS - 3140 Uncollectible Debt Policy.pdf
- CPCS - 3140 Uncollectible Debt Policy_redline_5.13.25.pdf
- CPCS - 3150 Reserves Fiscal Policy.pdf
- CPCS - 3150 Reserves Fiscal Policy_redline_5.13.25.pdf
- 2023 CalPac 990 and 199 Draft.pdf
- ASG Digital Marketing Contract.pdf
- Charter_Impact_Contract.pdf
- Charter Impact Contract Supplement - Signed.pdf
- Charter Tech Services 25-26 (Renewal).pdf
- Sage Intacct 25-26 (Renewal).pdf
- School Pathways Quote - Los Angeles.pdf
- School Pathways Quote - San Diego.pdf
- School Pathways Quote - Sonoma.pdf
- 1st Day Supply List 25_26.pdf
- Price Range.pdf
- 1st Day Supply Invoice 2024-25.pdf
- Kajeet Service Quote 25-26.pdf
- Presence 25_26.pdf
- CalPac Instructional Continuity Plan 2025.pdf
- BUS Declaration of Need 2025-2026.pdf
- CL-500 DON Form 2025-2026 -CPCLA.pdf
- CL-500 DON Form 2025-2026 CPCSD.pdf
- CL-500 DON Form 2025-2026 CPCSO.pdf
- Strategic Staffing Plan 2025-2026.pptx.pdf
- BUS CPCS 2025-2026 Strategic Staffing Plan.docx.pdf

- 2025-2026 StrategicStaffingPlan - 5-13-25.xlsx -Summary.pdf
- 2025-2026 StrategicStaffingPlan - 5-13-25.xlsx - 2025-2026 Staffing and Positions.pdf
- 2025-2026 StrategicStaffingPlan - 5-13-25.xlsx - Benefits.pdf
- 2025-2026 StrategicStaffingPlan - 5-13-25.xlsx - New Positions.pdf
- 2025-2026 StrategicStaffingPlan - 5-13-25.xlsx - Job Descriptions.pdf
- 2025-2026 StrategicStaffingPlan - 5-13-25.xlsx - Admin Distinguishing Characteristics.pdf
- 2025-2026 StrategicStaffingPlan - 5-13-25.xlsx - Cert Salary Schedule.pdf
- 2025-2026 StrategicStaffingPlan - 5-13-25.xlsx - Certificated Substitute Salary Schedule.pdf
- 2025-2026 StrategicStaffingPlan - 5-13-25.xlsx - Cert Specialist Salary Schedule.pdf
- 2025-2026 StrategicStaffingPlan - 5-13-25.xlsx - Cert Admin Salary Schedules.pdf
- 2025-2026 StrategicStaffingPlan - 5-13-25.xlsx - Class Admin Salary Schedule.pdf
- 2025-2026 StrategicStaffingPlan - 5-13-25.xlsx - Class Plan.pdf
- 2025-2026 StrategicStaffingPlan - 5-13-25.xlsx - Class Salary Schedule.pdf
- CPCS - 3010 Lease Capitalization Policy.pdf

FOR MORE INFORMATION

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