APPROVED

California Pacific Charter Schools

California Pacific Charter Schools

Minutes

Regular Meeting of the Board of Directors

Date and Time
Tuesday March 10, 2026 at 6:00 PM

Location
Holiday Inn Diamond Bar
Room: Northgate 101
21725 E Gateway Center Dr.
Diamond Bar, CA 91765

Teleconference Locations
32706 Spun Cotton Drive, Winchester, CA 92596
Hilton Garden Inn, Room: Conservatory, 4200 Taylor St, San Diego, CA 92110

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: 978-552-5490

https://cal-pacs-org.zoom.us/j/97855225490

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, T. Rogers (remote), W. Howard (remote)

Directors Absent

K. Wylie, S. Peterson

Guests Present

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

I. Opening Items

A. Call the Meeting to Order

T. Rogers called a meeting of the board of directors of California Pacific Charter Schools to order on Tuesday Mar 10, 2026 at 6:02 PM.

B. Record Attendance

II. Pledge of Allegiance

A. Led by Board Chairperson or designee.

T. Rogers, Board Clerk, led the pledge.

III. Approve Adopt/Agenda

A. Agenda

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

Roll Call

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

IV. Approve Minutes

A. Minutes of the Regular Board meeting that was held on February 10, 2026

W. Howard made a motion to approve the minutes from Regular Meeting of the Board of Directors on 02-10-26.
J. McFaul seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

V. Public Comments/Recognition/Reports

A. Public Comments

There were no requests for public comment.

VI. Correspondence/Proposals/Reports

A. CalPac School Highlights

Presented by E. Zemmer, Assistant Superintendent

VII. Consent

A. Consent - Business/Financial Services

1. Check Registers - February 2026
2. J.P. Morgan Statement - February 2026
3. Chase Ink Statement - February 2026
4. Chase End of Day Sweep Investment - January 2026
5. Chase End of Day Sweep Investment - February 2026

B. Consent - Personnel Services

1. Approval of Certificated Personnel Report
2. Approval of Classified Personnel Report
3. Approval of Job Description: Assistant Director - High School/Middle School/Elementary

C. Consent - Policy Development

Approval of existing board policies revised 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 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
4025 - CPCS TB Testing Policy
4040 - CPCS Corporal Punishment Policy
4050 - CPCS Whistleblower Policy
4055 - CPCS Internal Complaint Policy
4080 - CPCS Acceptable Use of Technology Policy
4085 - CPCS Payroll Withholdings Policy
4090 - CPCS COBRA Policy
4105 - CPCS Paid Sick Leave Policy
4160 - CPCS Children of Teachers 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.

1000 Series - Community Relations
1035 - CPCS Access to Public Records Policy

4000 Series - Personnel Services
4000 - CPCS Concepts and Roles
4015 - CPCS Equal Employment Opportunity Policy
4020 - CPCS Background Check Policy
4030 - CPCS Immigration Compliance Policy
4035 - CPCS Mandated Reporter - Child Abuse Policy
4045 - CPCS Professional Boundaries
4145 - CPCS Professional Development Reimbursement Policy
4150 - CPCS Mileage Reimbursement Policy

4170/4170E - CPCS Injury Illness Prevention Plan

J. McFaul made a motion to approve all consent items listed.
W. Howard seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

VIII. Business/Financial Services

A. Approval of Second Interim Financial Report

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

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

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

Roll Call

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

C. Approval of 2024 IRS Tax Form 990 and California Tax Form 199 Prepared by CliftonLarsonAllen (CLA) for Fiscal Year Ended June 30, 2025

J. McFaul made a motion to approve the 2024 IRS Tax Form 990 and California Tax Form 199 Prepared by CliftonLarsonAllen (CLA) for Fiscal Year Ended June 30, 2025.
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	Absent
T. Rogers	Aye

IX. Education Services

A. Approval of Parsec (Renewal)

J. McFaul made a motion to approve Parsec (Renewal).
W. Howard seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

X. Policy Development

A. Approval of Board Policy - Certificated Employee Requirements Policy

J. McFaul made a motion to approve Board Policy - Certificated Employee Requirements Policy.
W. Howard seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

B. Approval of Board Policy - Immigration Enforcement Policy

J. McFaul made a motion to approve the Board Policy - Immigration Enforcement Policy.
W. Howard seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

S. Peterson	Absent
W. Howard	Aye
T. Rogers	Aye

Roll Call

K. Wylie	Absent
J. McFaul	Aye

XI. Calendar

A. Next Scheduled Meeting

The next regular meeting of the Board of Directors will be held on May 12, 2026.

XII. Comments

A. Board Comments

Board members expressed appreciation for the staff's hard work in preparing and running informative, thorough meetings, noting that this meeting was especially efficient. Members also recognized staff presentations, particularly Shannon's data-focused report, and thanked Shannon for her contributions. Overall, the Board shared gratitude for the staff's dedication and emphasized that it is a privilege to serve the organization and support its mission.

B. Superintendent Comments

Dr. E. Zemmer thanked the Board for its comments and expressed appreciation for CalPac's dedicated, student-focused team and the ongoing work. She noted that the team is currently down one essential staff member but has been able to adjust responsibilities and continue operations smoothly, and she thanked the Board for its continued support.

XIII. Closing Items

A. Adjourn Meeting

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

Roll Call

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:45 PM.

Respectfully Submitted,
T. Rogers

Documents used during the meeting

- February 25-26 School Highlights - Los Angeles.pdf
- February 25-26 School Highlights - San Diego.pdf
- February 25-26 School Highlights - Sonoma.pdf
- CalPac-LA Check Register February 2026.pdf
- CalPac-SD Check Register February 2026.pdf
- CalPac-SO Check Register February 2026.pdf
- J.P. Morgan Statement February 28 2026.pdf
- Chase Ink Business Card February 2026.pdf
- J.P. Morgan End of Day Sweep Statement January 31 2026.pdf
- J.P. Morgan End of Day Sweep Statement February 28 2026.pdf
- DRAFT Assistant Director - High Middle Elementary School Board Approved March 2026.docx.pdf
- BUS CPCS Consent Policy 3.10.26.pdf
- 1035 - CPCS Access to Public Records Policy.pdf
- 1035 - CPCS Access to Public Records Policy_redline_03.10.26.pdf
- 4000 - CPCS Personnel Concepts and Roles Policies.pdf
- 4000 - CPCS Personnel Concepts and Roles Policies_redline_03.10.26.pdf
- 4010 - CPCS At-Will Employment Policy.pdf
- 4015 - CPCS Equal Employment Opportunity Policy.pdf
- 4015 - CPCS Equal Employment Opportunity Policy_redline_03.10.26.pdf
- 4020 - CPCS Background Check Policy.pdf
- 4020 - CPCS Background Check Policy_redline_03.10.26.pdf
- 4025 - CPCS TB Risk Assessment and Examination Policy.pdf
- 4030 - CPCS Immigration Compliance Policy.pdf
- 4030 - CPCS Immigration Compliance Policy_redline_03.10.26.pdf
- 4035 - CPCS Mandated Reporter - Child Abuse Policy.pdf
- 4035 - CPCS Mandated Reporter - Child Abuse Policy_redline_03.10.26.pdf
- 4040 - CPCS Corporal Punishment Policy.pdf
- 4045 - CPCS Professional Boundaries Policy.pdf
- 4045 - CPCS Professional Boundaries Policy_redline_03.10.26.pdf
- 4050 - CPCS Whistleblower Policy.pdf
- 4055 - CPCS Internal Complaint Policy and Form.pdf

- 4080 - CPCS Acceptable Use of Technology Policy.pdf
- 4085 - CPCS Payroll Withholdings Policy.pdf
- 4090 - CPCS COBRA Policy.pdf
- 4105 - CPCS Paid Sick Leave Policy.pdf
- 4145 - CPCS Professional Development Reimbursement Policy.pdf
- 4145 - CPCS Professional Development Reimbursement Policy_redline_03.10.26.pdf
- 4150 - CPCS Mileage Reimbursement Policy.pdf
- 4150 - CPCS Mileage Reimbursement Policy_redline_03.10.26.pdf
- 4160 - CPCS Children of Teachers Policy.pdf
- 4165 - CPCS Employee Driving Policy.pdf
- 4170 & 4170E - CPCS Injury and Illness Prevention Policy and Plan.pdf
- 4170 & 4170E - CPCS Injury and Illness Prevention Policy and Plan_redline_03.10.26.pdf
- 25-26 Second Interim Budget Presentation.pdf
- 2025-26 Second Interim Budget #1751 California Pacific Charter School-Los Angeles.pdf
- 2025-26 Second Interim Budget #1758 California Pacific Charter School-San Diego.pdf
- 2025-26 Second Interim Budget #2037 California Pacific Charter School-Sonoma.pdf
- CPCS 2026 Statement of Work - Audit Services.pdf
- CPCS 2026 Entity Tax Compliance Statement of Work.pdf
- 2024 CalPac 990 and 199 Draft.pdf
- Parsec Renewal 2026-2027.pdf
- 4011 - CPCS Certificated Employee Requirements.pdf
- 5135 - CPCS Immigration Enforcement Activity Policy.pdf

FOR MORE INFORMATION

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