



**PACIFIC COAST ACADEMY**  
14261 Danielson Street, Poway, California 92064  
Phone (619) 404-3190 • Fax (619) 749-1792

Special Board Meeting - Pacific Coast Academy  
August 15, 2019 – 5:00 pm – 6:00 pm  
14261 Danielson Street  
Poway, CA 92064

Attendance: Karra Gordon, Heather Jovin – Teleconference  
Absent: Cynthia Woodruff  
Also Present: Shari Erlendson, Bryanna Brossman, Krystin Demofonte

**Call to Order:**

Karra Gordon called the meeting to order at 5:02 pm.

**Public Comment:**

None.

**Principal's Report:**

The board was presented a school update by the principal.

**Discussion and Potential Action on the Approval of Resolution of the Board of Directors of Pacific Coast Academy Approving Amended Bylaws to Reflect Resignation and Removal of Sole Statutory Member and Termination of Any and All Membership Rights, and Other Actions Related Thereto:**

Karra Gordon motioned to approve the Approval of Resolution of the Board of Directors of Pacific Coast Academy Approving Amended Bylaws to Reflect Resignation and Removal of Sole Statutory Member and Termination of Any and All Membership Rights, and Other Actions Related Thereto. Heather Jovin seconded.  
-Unanimous.

**Discussion and Potential Action on the Board Meeting Calendar:**

Heather Jovin motioned to approve the Board Meeting Calendar. Karra Gordon seconded.  
-Unanimous.

**Discussion and Potential Action on Changing the Board Size to 5 People:**

Karra Gordon motioned to approve Changing the Board Size to 5 People. Heather Jovin seconded.  
-Unanimous.

**Discussion and Potential Action on the Process for Nominating and Appointing Board Members:**

Karra Gordon motioned to approve the Process for Nomination and Appointing Board Members as follows: The Principal would designate a director to create and oversee a committee who



**PACIFIC COAST ACADEMY**  
14261 Danielson Street, Poway, California 92064  
Phone (619) 404-3190 • Fax (619) 749-1792

would seek out and vet potential board members to serve on the board. That committee would gather and recommend potential candidates for the board to consider at a special board meeting that would be held prior to the regular scheduled meeting on September 21, 2019. Heather Jovin seconded.  
-Unanimous.

**Discussion and Potential Action on the Approval of Amendment to the District Office Service Agreement:**

Heather Jovin motioned to approve the Amendment to the District Office Service Agreement.  
Karra Gordon seconded.  
-Unanimous.

**Discussion and Potential Action on the Approval of Vendor Agreements:**

Karra Gordon motioned to approve the Vendor Agreements. Heather Jovin seconded.  
-Unanimous.

**Adjournment:**

Karra Gordon motioned to adjourn the meeting at 5:33 pm. Heather Jovin seconded.  
-Unanimous.

Prepared By:  
Bryanna Brossman

Noted By:

Cynthia Woodruff  
Board Secretary