



PACIFIC COAST ACADEMY

14261 Danielson Street, Poway, California 92064

Phone (619) 404-3190 • Fax (619) 749-1792

Regular Scheduled Board Meeting - Pacific Coast Academy

June 18, 2020 – 6:00 pm

14261 Danielson Street, Poway, CA 92064

Attendance: Kelly Durso, Natalie Williams, Mandi McArthur, Jessica Ackermann, Heather Jovin – Teleconference

Absent: None

Also Present: Krystin Demofonte, Shari Erlendson, Bryanna Brossman – Teleconference

Call to Order:

Kelly Durso called the meeting to order at 6:01 pm.

Approval of the Agenda:

Mandi McArthur motioned to approve the agenda. Natalie Williams seconded.

-Unanimous.

Public Comments:

Amanda Hoyle addressed the board about sharing out about board meeting on social media platforms.

Closed Session - Conference with Legal Counsel - Anticipated Litigation (Two Cases) § 54956.9:

Heather Jovin motioned to enter closed session at 6:05 pm. Jessica Ackermann seconded.

-Unanimous.

Heather Jovin motioned to exit closed session at 6:40 pm. Jessica Ackermann seconded.

-Unanimous.

No action was taken in closed session.

Discussion and Potential Action on the Inspire Charter Services Service Agreement:

Mandi McArthur motioned to approve the Inspire Charter Services Service Agreement. Natalie Williams seconded.

-Unanimous.

Mandi McArthur requested that the important dates for renewal of contracts be added to the board calendar.

Executive Director's Report:

The Executive Director provided a report on the following:

- Enrollment
- Hiring / Planning for Next Year
- Closing Out the 2019-2020 School Year



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

Discussion and Potential Action on the May Board Meeting Minutes:

Heather Jovin motioned to approve the May 2nd Board Meeting Minutes. Jessica Ackermann seconded.

Aye - Heather Jovin, Natalie Williams, Jessica Ackermann, Kelly Durso
Abstain - Mandi McArthur

Heather Jovin motioned to approve the May 14th Board Meeting Minutes. Jessica Ackermann seconded.

-Unanimous.

Discussion and Potential Action on the May Financials:

Natalie Williams motioned to approve the May Financials. Mandi McArthur seconded.
-Unanimous.

Mandi McArthur requested updates be brought forth about the PPP Loan Repayment.

Discussion and Potential Action on the 2020 – 2021 Budget:

Mandi McArthur motioned to approve the 2020 – 2021 Budget. Jessica Ackermann seconded.
-Unanimous.

Discussion and Potential Action on the Board Resolution – To Identify the Amount of Budget Reductions Needed in the 2020-2021 and 2021-2022 and to Require That a List of Budget Reductions For 2020-2021 Be Included in the 2019-2020 First Interim Report:

The Board tabled this item due to the fact that the school was able to meet the minimum amount of reserve in the budget for the 2020-2021 school year.

Discussion and Potential Action on the COVID-19 Plans (Executive Order: N-56-20 Operations Written Report):

Natalie Williams motioned to approve the COVID-19 Plans (Executive Order: N-56-20 Operations Written Report). Heather Jovin seconded.
-Unanimous.

Discussion and Potential Action on the Certificated Support Employment Calendar:

Heather Jovin motioned to approve the Certificated Support Employment Calendar. Mandi McArthur seconded.
-Unanimous.

Discussion and Potential Action on the Certificated Support Salary Schedule:

Mandi McArthur motioned to approve the Certificated Support Salary Schedule. Natalie Williams seconded.
-Unanimous.



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

Discussion and Potential Action on the CharterSAFE Renewals:

Mandi McArthur motioned to approve the Charter SAFE Renewals. Heather Jovin seconded.
-Unanimous.

Mandi McArthur moved to have a 5-minute recess at 8:33 pm Natalie Williams seconded.

-Unanimous.

Discussion and Potential Action on the Compensation Policy:

Jessica Ackermann motioned to approve the Compensation Policy with the addition of the Certificated definitions to be added. Natalie Williams seconded.
-Unanimous.

Discussion and Potential Action on the Suicide Prevention Policy:

Mandi McArthur motioned to approve the Suicide Prevention Policy. Heather Jovin seconded.
-Unanimous.

Discussion and Potential Action on the Educational Vendor Policies and Procedures:

Natalie Williams motioned to approve the Educational Vendor Policies and Procedures. Mandi McArthur seconded.
-Unanimous.

Discussion and Potential Action on the Procurify Proposal:

Mandi McArthur motioned to approve the Procurify Proposal. Natalie Williams seconded.
-Unanimous.

Discussion and Potential Action on the Bylaws:

Mandi McArthur motioned to approve the Bylaws with the change to keep 1-year terms and keep up to eleven board members to be discussed at any time. Natalie Williams. seconded.
-Unanimous.

Discussion and Potential Action on Affirming of Board Members and their New Term:

Mandi McArthur motioned to appoint Kelly Durso, Mandi McArthur and Jessica Ackermann to a 1-year term. Jessica Ackermann seconded.
-Unanimous.

Discussion and Potential Action on the Election of Officers

Mandi McArthur motioned to approve the Election of Officers as: Kelly Durso – President, Mandi McArthur – CFO/Treasurer, Jessica Ackermann – Secretary. Heather Jovin seconded.
-Unanimous.



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

Discussion and Potential Action on the Board Meeting Calendar:

Mandi McArthur motioned to approve the Board Meeting Calendar with the change that the July meeting to be July 23rd. Natalie Williams seconded.

-Unanimous.

Discussion and Potential Action on the Board Resolution – Stipend Expense for Travel, Internet and Phone:

Mandi McArthur motioned to table the Board Resolution – Stipend Expense for Travel, Internet and Phone with the direction given to staff to pull comparisons. Jessica Ackermann seconded.

-Unanimous.

Closed Session – Employee Performance Evaluation: Executive Director § 54956.7:

Kelly Durso motioned to enter closed session at 10:47 pm. Mandi McArthur seconded.

-Unanimous.

Kelly Durso motioned to exit closed session 12:06 pm. Mandi McArthur seconded.

-Unanimous.

The Board conducted a Performance Evaluation for the Executive Director.

Discussion and Potential Action on the Executive Director Contract, Salary, and Fringe Benefits:

Mandi McArthur to approve the Executive Director Contract, Salary and Fringe Benefits of \$191,000 (a 3% raise) with \$700 car and phone stipend. Jessica Ackermann seconded.

-Unanimous.

Announcement of Next Regular Scheduled Board Meeting:

The Board announced the next board meeting on July 23, 2020 at 6:00 pm.

Adjournment:

Mandi McArthur motioned to adjourn the meeting on July 19, 2020 at 12:10 am. Heather Jovin seconded.

-Unanimous.

Prepared by:
Bryanna Brossman



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

Noted by:


John Hermann (Aug 11, 2020 17:21 PDT)

Board Secretary






6-18-20 Board Minutes - Pacific Coast

Final Audit Report

2020-08-12

Created:	2020-08-12
By:	Bryanna Brossman (bryanna@inspireschools.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA1Lcp7Ujsvkl8B614gtE2dyTuf8sDLQUI

"6-18-20 Board Minutes - Pacific Coast" History

-  Document created by Bryanna Brossman (bryanna@inspireschools.org)
2020-08-12 - 0:11:54 AM GMT- IP address: 75.83.102.121
-  Document emailed to Jessica Ackermann (jessica.m.ackermann@gmail.com) for signature
2020-08-12 - 0:12:20 AM GMT
-  Email viewed by Jessica Ackermann (jessica.m.ackermann@gmail.com)
2020-08-12 - 0:20:21 AM GMT- IP address: 66.249.84.95
-  Document e-signed by Jessica Ackermann (jessica.m.ackermann@gmail.com)
Signature Date: 2020-08-12 - 0:21:20 AM GMT - Time Source: server- IP address: 68.7.7.20
-  Signed document emailed to Jessica Ackermann (jessica.m.ackermann@gmail.com) and Bryanna Brossman (bryanna@inspireschools.org)
2020-08-12 - 0:21:20 AM GMT