



PACIFIC COAST ACADEMY

13915 Danielson Street Suite 103, Poway, California 92064

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

Regular Scheduled Board Meeting - Pacific Coast Academy

September 24, 2020 – 6:00 pm

13915 Danielson Street Suite 103, Poway, CA 92064

Attendance: Kelly Durso, Amanda McArthur, Jessica Ackermann, JD Luckesen, Mary Naggs -
Teleconference

Absent: None

Also Present: Krystin Demofonte, Shari Erlendson, Jennifer Faber- Teleconference

Call to Order:

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

Approval of the Agenda:

Amanda McArthur motioned to approve the agenda with the following items to be struck from the agenda:

- a) CAC Representative
- b) Information Technology Policy and Procedures
- c) Parent-Student Technology Use Policy
- d) Staff Technology Use Policy
- e) Adhoc Committee-Board Recruitment

JD Luckesen seconded.

-Unanimous.

Public Comments:

None

Closed Session: Conference with Legal Counsel - Potential Litigation (two cases) §54956.9

Amanda McArthur motioned to move to closed session 6:07pm.

.Jessica Ackermann seconded.

-Unanimous.

Jessica Ackermann motioned to move out of closed session at 7:29PM. Amanda McArthur seconded.

-Unanimous

No decisions were made in closed session.

Executive Director's Report

- a. Covid Update- All counties we service, except Imperial, have moved to red tier.
- b. STAR 360 progress- Assessment is 3x this year, reading (1st-11th grade) 77% have tested math (1st-11th grade) 80% have tested early literature (TK-K)- 80% have tested.
- c. Family Liaisons- Continue to update the family site for use and host virtual coffee chat for families.
- d. Enrollment Update- 4260 students currently enrolled. Proof of Residency is currently being checked and verified.



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Discussion and Potential Action on the August and September Board Meeting Minutes

Amanda McArthur motioned to approve the August and September Board Meeting Minutes. JD Luckesen seconded.
-Unanimous.

Discussion and Potential Action on the August Financials

The Board received an update from Tyler Myers about the August Financials. PCA is within the 40%-80% compliance. There has not been much change with revenue. Salary forecast is based on payroll budget. Actual deficit is 1.3 of total expense. Ending projected fund balance is within State Requirements. Cash balance remains positive at year end but under the 15% cash reserve desired threshold. Payback to and from 'other entities' are reflected in the cash position of the school.

Amanda McArthur motioned to approve the August Financials Jessica Ackermann seconded.
-Unanimous.

Discussion and Potential Action on 2021-22 Service Agreements

The Board was presented with the current service agreement with Provenance and presented with possible scenarios and options for services for next year. The Board discussed the option of separating from Provenance and getting bids from other providers for these services. The Board also discussed bringing many of these services in house. Benefits of this being it is cost effective and there is local control and transparency. The authorizer is strongly in favor of separating from Provenance. The Board noted that they like the idea of bringing services in house but would like more information on the individual departments such as cost and timeline before making any decisions about the 2021-22 Service Agreements.

Discussion and Potential Action on the Learning Continuity and Attendance Plan

The Board was presented with the final version of the Learning Continuity and Attendance Plan. Not much has changed from the report since the last meeting. The one major difference from last version is reflected in the budget section. Those funds are for students that meet the state criteria for supplemental funds. We continue to have students take regular assessments to determine where there is a learning loss and where to further support students. Health services are being shared out with families and what they have access to.

Amanda McArthur motioned to approve the agenda. Jessica Ackermann seconded.
-Unanimous.

Discussion and Potential Action on the CAC Representative

This item was struck from the agenda.

Discussion and Potential Action on the Universal Complaint Admin Regulation

The Board was presented with a change to the Universal Complaint process which will now be directed to HR and/or the PCA office.



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Amanda McArthur motioned to approve the Universal Complaint Admin Regulation. JD Luckesen seconded.

-Unanimous.

Discussion and Potential Action on the Information Technology Policy and Procedures

This item was struck from the agenda.

Discussion and Potential Action on the Parent Student Technology Use Policy

This item was struck from the agenda.

Discussion and Potential Action on the Staff Technology Use Policy

This item was struck from the agenda.

Discussion and Potential Action on the Employee Handbook

The Board was presented with updates to the Employee Handbook which included: use of cell phone, dress code, hours for full-time employees, and change in disability insurance.

Amanda McArthur motioned to approve the changes in the Employee Handbook. Mary Naggs seconded.

-Unanimous.

Discussion and Potential Action on the Compensation Policy

The Board was presented with an updated compensation policy that included minor edits to phone, utilities and internet stipend, and the addition of a chart reflecting pre-approval of hours corresponding to roster number for part-time teachers.

Amanda McArthur motioned to approve the Compensation Policy. JD Luckesen seconded.

-Unanimous.

Discussion and Potential Action on the Immunizations and Oral Health Policy

The Board was presented with a change of verbiage to the Immunization and Oral Health policy.

Mary Naggs motioned to approve the Immunizations and Oral Health Policy. Jessica Ackermann seconded.

-Unanimous.

Discussion and Potential Action on the Induction Policy

The Board was presented with a change to the current Induction Policy for teachers. In order to qualify for the early completion option, participating teachers must now have one year of verified superior teaching experience in addition to other requirements.

Amanda McArthur motioned to approve the agenda. JD Luckesen seconded.

-Unanimous.



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Discussion and Potential Action on the Adhoc Committee-Board Recruitment

This item was struck at the beginning.

Discussion and Potential Action of Resignation of Mary Naggs

Current Board member Mary Naggs submitted her resignation as a board member effective at the conclusion of this board meeting.

Announcement of Next Regular Scheduled Board Meeting

The Board announced the next regular scheduled board meeting October 29, 2020 at 6:00 pm.

Adjournment:

Amanda McArthur motioned to adjourn the meeting at 8:48 pm. JD Luckesen seconded.

-Unanimous.

Prepared by:
Jennifer Faber

Noted by:


Jessica Ackermann (Oct 30, 2020 11:13 PDT)

Board Secretary






9-24-20_Regular_Board_Meeting_Minutes_Final

Final Audit Report

2020-10-30

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