



PACIFIC COLLEGIATE SCHOOL

**September 19, 2025
Executive Committee Meeting
Table of Contents**

<u>Item No.</u>	<u>Description</u>	<u>Pages</u>
Item 4.0	Agenda	2-4
Item 7.1	April 25, 2025 Executive Committee Meeting Minutes	5-7



Pacific Collegiate School
3004 Mission Street
Santa Cruz, California 95060

(831) 479-7785
(831) 427-5254 (fax)
www.pacificcollegiate.com

Pacific Collegiate School Executive Committee Agenda

September 19, 2025
Open Session 5:00pm

Pacific Collegiate School 3004 Mission
Street Santa Cruz, CA 95060

Vision

PCS engages and supports every student in inclusive college preparatory learning that ignites curiosity, critical thinking, and innovation, while developing resilient, globally-minded, socially responsible change-makers.

Mission

PCS inspires students to discover the interests, purpose, and passion that will enable them to thrive. We cultivate a love of learning within a community of care, advancing and celebrating diversity, equity, and inclusion. Students explore and excel through academically rich and culturally relevant learning, integrated with visual and performing arts and world languages. Our exemplary college preparatory curriculum empowers all students to be creative problem-solvers, effective collaborators, and engaged leaders of today and tomorrow.

Land Acknowledgement

The land on which we gather is the unceded territory of the Awaswas-speaking Uypi Tribe. The Amah Mutsun Tribal Band, comprised of the descendants of indigenous people taken to missions Santa Cruz and San Juan Bautista during Spanish colonization of the Central Coast, is today working hard to restore traditional stewardship practices on these lands and heal from historical trauma.

1.0 OPEN SESSION CALL TO ORDER AND ESTABLISHMENT OF QUORUM (2 min.)

M. Kubo, Board President, will call the meeting to order and establish a quorum.

2.0 LAND ACKNOWLEDGEMENT (1 min.)

M. Kubo will invite a PCS community member to read the land acknowledgment.

3.0 VISION AND MISSION (1 min.)

M. Kubo will invite a PCS community member to read the school Vision and Mission statements.

4.0 APPROVAL OF AGENDA (1 min.)

Agenda deletions and/or changes of sequence will be approved or the agenda will be approved as submitted.

5.0 OPPORTUNITY TO ADDRESS THE EXECUTIVE COMMITTEE (5 min.)

This is an opportunity for the public to address the Executive Committee regarding items not on the agenda. The Committee Chair will recognize any member of the audience who wishes to speak on a matter directly related to school business. Each speaker on any specific topic may speak up to three (3) minutes unless otherwise limited or extended by the Chair. The Chair may allot time to those wishing to speak but no action will be taken on matters presented (E.C. Section 35145.5). If appropriate, the Chair, or any Member of the Committee, may direct that a matter be placed on a future agenda.

6.0 ORAL COMMUNICATION FROM BOARD, STAFF, OR COMMITTEE MEMBERS (5 min.)

This is an opportunity for Board, Staff or Committee members to address the Committee regarding items not on the agenda. The Committee Chair will recognize any Board, Staff or Committee member not previously placed on the agenda who wishes to speak on a matter directly related to school business. Each speaker on any specific topic may speak up to three (3) minutes unless otherwise limited or extended by the President. The Chair may allot time to those wishing to speak but no action will be taken on matters presented (E.C. Section 35145.5). If appropriate, the Chair, or any Member of the Committee, may direct that a matter be placed on a future agenda.

7.0 CONSENT AGENDA (2 min.)

All items appearing on the consent agenda are recommended actions which are considered to be routine in nature and will be acted upon as one motion. Information concerning the Consent Item(s) has been made available to each Board Member prior to this meeting for his/her study. Specific items may be removed for separate consideration. Item(s) removed will be considered immediately following the consent agenda motion as Deferred Consent Items.

7.1 April 25, 2025 EXECUTIVE COMMITTEE MEETING MINUTES

7.2 DEFERRED CONSENT ITEMS (if required)

This item is placed on the agenda to address any items that might be pulled from Agenda Item 4.0 for further discussion/consideration if so determined.

8.0 PUBLIC COMMENT ON CLOSED SESSION TOPICS ONLY (N/A)

This is an opportunity for the public to address the Committee regarding closed session agenda topics only. The Committee Chair will recognize any member of the audience who wishes to speak on a matter directly related to school business. Each speaker on any closed session topic may speak up to three (3) minutes unless otherwise limited by the Chair. The Chair may allot time to those wishing to speak but no action will be taken on matters presented (E.C. Section 35145.5). If appropriate, the Chair, or any Member of the Committee, may direct that a matter be placed on a future agenda.

9.0 ANNOUNCEMENT OF CLOSED SESSION (N/A)

This is an opportunity for the public to address the Executive Committee regarding items related to school business only. The Committee Chair will recognize any member of the audience who wishes to speak on a matter not on the agenda. Each speaker on any specific topic may speak up to three (3) minutes unless otherwise limited by the Chair. The Chair may allot time to those wishing to speak but no action will be taken on matters presented (E.C. Section 35145.5). If appropriate, the Chair, or any Member of the Committee, may direct that a matter be placed on a future agenda.

10.0 ANNOUNCEMENT OF OPEN SESSION (1 min.)

M. Kubo, Board President, will share any reportable action from the closed session.

10.1 Board Workday Planning (10 min.)

M. Kubo will begin a discussion regarding planning for the upcoming Board Workday.

10.2 Nominations Committee Planning (10 min.)

R. Garcia will begin a discussion regarding PCS Board Nominations Committee.

10.3 Prop 28 Update (10 min.)

M. Kubo will begin discussion regarding the Prop 28 spending plan update.

10.4 Head of School Evaluation Committee (10 min.)

M. Kubo will begin a discussion regarding organizing the Head of School Evaluation Committee

11.0 ADJOURNMENT (1 min.)

Pacific Collegiate School does not discriminate against persons with disabilities. Upon request, the agenda can be provided in a format to accommodate special needs. Additionally, if you wish to attend this public meeting and will require assistance such as an interpreter for American Sign Language, Spanish, or other special equipment, please call the school office at 479-7785 in advance so that we can arrange for such special assistance. The school will provide at least twice the allotted comment time to a member of the public who utilizes a translator.



Pacific Collegiate School
3004 Mission Street
Santa Cruz, California 95060

(831) 479-7785
(831) 427-5254 (fax)
www.pacificcollegiate.com

Pacific Collegiate School Executive Committee Agenda

April 25, 2025

Closed Session 5:30pm

Open Session 6:30pm

Pacific Collegiate School 3004 Mission
Street Santa Cruz, CA 95060

Vision

PCS engages and supports every student in inclusive college preparatory learning that ignites curiosity, critical thinking, and innovation, while developing resilient, globally-minded, socially responsible change-makers.

Mission

PCS inspires students to discover the interests, purpose, and passion that will enable them to thrive. We cultivate a love of learning within a community of care, advancing and celebrating diversity, equity, and inclusion. Students explore and excel through academically rich and culturally relevant learning, integrated with visual and performing arts and world languages. Our exemplary college preparatory curriculum empowers all students to be creative problem-solvers, effective collaborators, and engaged leaders of today and tomorrow.

Land Acknowledgement

The land on which we gather is the unceded territory of the Awaswas-speaking Uypi Tribe. The Amah Mutsun Tribal Band, comprised of the descendants of indigenous people taken to missions Santa Cruz and San Juan Bautista during Spanish colonization of the Central Coast, is today working hard to restore traditional stewardship practices on these lands and heal from historical trauma.

1.0 OPEN SESSION CALL TO ORDER AND ESTABLISHMENT OF QUORUM (2 min.)

M. Kubo, Board President, will call the meeting to order and establish a quorum.
established quorum at 5:35

2.0 LAND ACKNOWLEDGEMENT (1 min.)

M. Kubo will invite a PCS community member to read the land acknowledgment.

M. Kubo read Land Acknowledgement.

3.0 VISION AND MISSION (1 min.)

M. Kubo will invite a PCS community member to read the school Vision and Mission statements.

R. Garcia read Vision and Mission statements.

4.0 APPROVAL OF AGENDA (1 min.)

Agenda deletions and/or changes of sequence will be approved or the agenda will be approved as submitted.

No changes made. Agenda unanimously approved.

5.0 OPPORTUNITY TO ADDRESS THE EXECUTIVE COMMITTEE (5 min.)

This is an opportunity for the public to address the Executive Committee regarding items not on the agenda. The Committee Chair will recognize any member of the audience who wishes to speak on a matter directly related to school business. Each speaker on any specific topic may speak up to three (3) minutes unless otherwise limited or extended by the Chair. The Chair may allot time to those wishing to speak but no action will be taken on matters presented (E.C. Section 35145.5). If appropriate, the Chair, or any Member of the Committee, may direct that a matter be placed on a future agenda.

None.

6.0 ORAL COMMUNICATION FROM BOARD, STAFF, OR COMMITTEE MEMBERS (5 min.)

This is an opportunity for Board, Staff or Committee members to address the Committee regarding items not on the agenda. The Committee Chair will recognize any Board, Staff or Committee member not previously placed on the agenda who wishes to speak on a matter directly related to school business. Each speaker on any specific topic may speak up to three (3) minutes unless otherwise limited or extended by the President. The Chair may allot time to those wishing to speak but no action will be taken on matters presented (E.C. Section 35145.5). If appropriate, the Chair, or any Member of the Committee, may direct that a matter be placed on a future agenda.

None

7.0 CONSENT AGENDA (2 min.)

All items appearing on the consent agenda are recommended actions which are considered to be routine in nature and will be acted upon as one motion. Information concerning the Consent Item(s) has been made available to each Board Member prior to this meeting for his/her study. Specific items may be removed for separate consideration. Item(s) removed will be considered immediately following the consent agenda motion as Deferred Consent Items.

7.1 JANUARY 29, 2025 EXECUTIVE COMMITTEE MEETING MINUTES

7.2 DEFERRED CONSENT ITEMS (if required)

This item is placed on the agenda to address any items that might be pulled from Agenda Item 4.0 for further discussion/consideration if so determined.

M. Kubo made motion to approve the consent agenda. R. Garcia seconded the motion. Consent agenda was approved unanimously.

8.0 PUBLIC COMMENT ON CLOSED SESSION TOPICS ONLY (5 min.)

This is an opportunity for the public to address the Committee regarding closed session agenda topics only. The Committee Chair will recognize any member of the audience who wishes to speak on a matter directly related to school business. Each speaker on any closed session topic may speak up to three (3) minutes unless otherwise limited by the Chair. The Chair may allot time to those wishing to speak but no action will be taken on matters presented (E.C. Section 35145.5). If appropriate, the Chair, or any Member of the Committee, may direct that a matter be placed on a future agenda.

None.

9.0 ANNOUNCEMENT OF CLOSED SESSION (1 min.)

This is an opportunity for the public to address the Executive Committee regarding items related to school business only. The Committee Chair will recognize any member of the audience who wishes to speak on a matter not on the agenda. Each speaker on any specific topic may speak up to three (3) minutes unless otherwise limited by the Chair. The Chair may allot time to those wishing to speak but

no action will be taken on matters presented (E.C. Section 35145.5). If appropriate, the Chair, or any Member of the Committee, may direct that a matter be placed on a future agenda.

10.0 CLOSED SESSION *(40 min.)*

10.1 Head of School Comp Analysis Discussion

The Board will enter closed session to discuss matters related to Head of School compensation analysis.

11.0 ANNOUNCEMENT OF OPEN SESSION *(1 min.)*

M. Kubo, Board President, will share any reportable action from the closed session.

No reportable actions shared.

11.1 Board Preference Retention *(30 min.)*

M. Kubo will begin the discussion around board preference retention for departing board members.

M. Kubo opened a discussion on whether and how to retain Board preference (e.g., application or enrollment-related preferences connected to Board service) for departing Board members. The Board discussed potential policy goals (clarity, fairness, and transparency), scope (which preferences, for whom, and for how long), and guardrails (conflict-of-interest and equity considerations).

11.2 Board Workday Planning *(30 min.)*

M. Kubo will begin a discussion regarding planning for the upcoming Board Workday.

M. Kubo led a discussion to scope the upcoming Board Workday. The Board also requested a session on Conflict of Interest, including refresher training and development of clear COI/recusal best practices and guidelines for inclusion on the workday agenda.

11.3 Fiscal Deficit and Staffing Reductions *(30 min.)*

M. Kubo will begin discussion regarding the fiscal deficit and potential staffing reductions.

M. Kubo opened a discussion on addressing the projected fiscal deficit and potential staffing reductions for 2025–26. The Finance Committee has provided a target reduction of \$225,000 for next year. The Board noted the statutory timeline to notice staff is a February 5 deadline.

12.0 ADJOURNMENT *(1 min.)*

Pacific Collegiate School does not discriminate against persons with disabilities. Upon request, the agenda can be provided in a format to accommodate special needs. Additionally, if you wish to attend this public meeting and will require assistance such as an interpreter for American Sign Language, Spanish, or other special equipment, please call the school office at 479-7785 in advance so that we can arrange for such special assistance. The school will provide at least twice the allotted comment time to a member of the public who utilizes a translator.