

PACIFIC CHARTER INSTITUTE

Board of Directors

Gary Borden, J.D.

Rex Fortune, Ph.D.

Wei Hsieh

Beth Kay

Judy Miller

Jean-Paul Prentice

Kevin Smith-Fagan

MINUTES

DATE & TIME: **Tuesday, December 8, 2015 @ 10:00 a.m.**

LOCATION: **Telepacific Communications @ 1515 K Street, Sacramento, CA - 5th Floor**

Teleconference Locations: 1. 2616 Ingleton Lane, Sacramento, CA 95835
2. 4443 Kingscote Way, Mather, CA 95655

1. **Call to Order:** Dr. Fortune called the meeting to order at 10:18 a.m. for Director Hsieh who was enroute.

Note to Minutes: Director Hsieh, Vice President, arrived at 10:20 a.m. and presided over the meeting in the absence of Director Smith-Fagan, President.

Roll Call: **Directors Present** – Fortune, Kay, Miller, Hsieh, Prentice
Directors Absent – Borden, Smith-Fagan

2. **Adoption of Agenda:** APPROVED as presented.

Motion: Fortune **Vote:** Unanimous
Second: Kay

3. **Public Comments:** None

4. **Unfinished Business -** None

5. **Adoption of Minutes:**

1. **APPROVED** as presented: October 6, 2015 Special Meeting.

Motion: Fortune **Vote:** Unanimous
Second: Miller

2. **APPROVED** as presented: September 17, 2015 Special Meeting.

Motion: Kay **Vote:** Unanimous
Second: Fortune

3. **APPROVED** as presented: September 8, 2015 Regular Meeting.

Motion: Fortune **Vote:** Unanimous
Second: Kay

6. Business Items

1. **ACCEPTED:** Audit Report 2014-15
Motion: Fortune **Vote:** Unanimous
Second: Kay

2. **APPROVED:** First Interim Report 2015-16
Motion: Fortune **Vote:** Unanimous
Second: Miller

3. **APPROVED AS AMENDED:** Policies/Procedures Student Outreach, Application, Lotteries, Enrollment (under Enrollment Policies and Procedures, Paragraph 2 - deleted "and volunteer policy").
Motion: Prentice **Vote:** Unanimous
Second: Miller

4. **APPROVED:** CTE Course Arts Media
Motion: Miller **Vote:** Unanimous
Second: Prentice

5. **APPROVED:** Academic Criterion for Reclassification of English Learners
Motion: Fortune **Vote:** Unanimous
Second: Kay

RECESS: Vice President Hsieh recessed the meeting from 11:31 to 11:41 a.m.

7. Reports/Communications

1. **Winter Progress Reports** – Mr. Reid, Learning Analyst, reported that each school and learning site prepared a progress report on one implemented strategy aligned to their Site Plan. This process was used to ensure that measurements of progress were quantitative in nature and that students, teachers or programs being used could be qualified in scope and process.

2. **CAASPP Review** – Mr. Reid, Learning Analyst, presented data associated to the 2014-15 California Assessment of Student Performance and Progress (CAASPP) test taken by 3rd-8th and 11th grade students in the core subjects of English Language Arts and Mathematics.

3. **Human Resources Update** – Dr. Keefer, Executive Director, discussed the new PCI Organizational Charter for 2016 reflecting recent personnel changes at the Corporate Office and Heritage Peak Charter School.

- 8. Future Meetings:** Tuesday, March 8, 2016
- 9. Adjournment:** 12:32 p.m.

Respectfully presented,

Wei Hsieh, Vice President
Board of Directors

Adoption Date