

PACIFIC CHARTER INSTITUTE

Board of Directors

Gary Borden, J.D.
Denise Hexom, Ph.D.

Sonja Cameron
Colin Miller

Rex Fortune, Ph.D.
Beth Kay

MINUTES

DATE & TIME: Tuesday, June 16, 2009 @ 9:00 a.m.

LOCATION: 3600 Madison Avenue, Suite 59, North Highlands, Ca 95660

- 1. CALL TO ORDER:** President Cameron called the meeting to order at 10:00 a.m.
Roll Call: Directors Present: Sonja Cameron, Rex Fortune, Denise Hexom, Colin Miller, Beth Kay

Directors Absent: Gary Borden

- 2. ANNOUNCEMENT OF ITEMS TO BE DISCUSSED IN CLOSED SESSION:**
 1. President Cameron announced that the Board would meet in closed session to discuss the Evaluation of the Executive Director

- 3. CLOSED SESSION:** the Board adjourned to closed session at 10:05 a.m.

- 4. ANNOUNCEMENT OF ACTION(S) TAKEN IN CLOSED SESSION:**

President Cameron reported that the Board took action to convene a sub-committee, to prepare commendations and recommendations pertaining to the evaluation of the Executive Director. The committee will consist of Directors Hexom and Borden, with Director Kay, as alternate.

Motion: Hexom **Vote:** Unanimous
Second: Borden

- 5. OPEN SESSION:** called to order by President Cameron at 10:25 a.m.

A. Adoption of Agenda – approved as presented.

- 6. PUBLIC COMMENTS:** None

- 7. APPROVAL OF MINUTES:**

1. Approved minutes of April 21, 2009 Regular Meeting, as presented.

Motion: Miller **Ayes:** Miller, Kay, Hexom, Cameron
Second: Cameron **Abstained:** Fortune (Absent 4/21/09)

8. REPORTS/COMMUNICATIONS

1. **Staff & Student Increase 2009-2010:** Mr. Keefer reported that HPC is absorbing students and staff from SAVA charter school as well as the educational process of 12 Ways to Success (Juveniles at Risk) program.
2. **Update: Strategic Plan 2009-2010:** A draft copy outlining specific outcomes with percentage increases in most areas was presented by Mr. Keefer. He noted that ELA will also be part of the plan with specific goals presented.
3. **ELA Plan 2009-2010:** Nancy Szydelko, Program Coordinator and Jennie Ellis, EL/CAHSEE Support, reported that training for the Hampton Brown program is now complete. They also reported that an online reading program, Lexis, will be tested this summer

9. UNFINISHED BUSINESS - None

10. BUSINESS ITEMS

1. **APPROVED:** Appointment to Board of Directors: Jean-Paul Prentice

Motion: Miller **Vote:** Unanimous
Second: Hexom

2. **APPROVED:** Third Interim Report 2008-2009

Motion: Cameron **Vote:** Unanimous
Second: Miller

3. **APPROVED:** 2009-2010 Budget Adoption

Motion: Fortune **Vote:** Unanimous
Second: Hexom

4. **APPROVED:** Resolution #2/08-09: Redeposit Payroll – CalSTRS

Motion: Fortune **Vote:** Unanimous
Second: Hexom

5. **APPROVED:** Resolution #3/08-09: Bond Approval – Wells Fargo Brokerage Services.

The Board authorized the bond to go up to \$4 Million, with the condition that Board approval is obtained for any expenditures beyond \$2 Million.

Motion: Miller **Vote:** Unanimous
Second: Kay

BUSINESS ITEMS (Continued)

6. **ITEM DELETED:** Lease Agreement with U.S. National Leasing, LLC – Depot Park

11. FUTURE MEETINGS: Dates/Suggested Agenda Items:

1. August 3, 2009 @ 9:30 a.m./ Evaluation - Executive Director
2. Tentative 2009-2010 Board Meetings:
September 8, 2009 @ 1:00 p.m.; December 1, 2009 @ 1:00 p.m.
February 23, 2010 @ 1:00 p.m.; April 13, 2010 @ 1:00 p.m.;
June 15, 2010 @ 1:00 p.m.

12. ADJOURNMENT: 12:00 p.m.

Respectfully submitted,

Sonja Cameron, President

Adoption Date