

**PACIFIC CHARTER INSTITUTE**

*Board of Directors*

*Gary Borden, J.D., Rex Fortune, Ph.D., Wei Hsieh, Judy Miller, Jean-Paul Prentice, Kevin Smith-Fagan*

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**MINUTES**

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

**LOCATION:** 6450 20<sup>th</sup> Street, Rio Linda, CA 95673

1. **Call to Order:** President Smith-Fagan called the meeting to order at 10:07 a.m.

**Roll Call:** Director(s) Present - Fortune, Hsieh, Miller, Smith-Fagan

Director(s) Absent – Borden, Prentice

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

**Motion:** Fortune

**Vote:** Unanimous

**Second:** Miller

3. **Public Comments:** None

4. **Unfinished Business -** None

5. **Adoption of Minutes**

1. **APPROVED AS CORRECTED:** December 9, 2014 Regular Meeting, Item #6 under Reports/Communications was presented by President Smith-Fagan in the absence of Director Prentice.

**MOTION:** Miller

**VOTE:** Unanimous

**SECOND:** Hsieh

2. **APPROVED AS PRESENTED:** January 24, 2015 Special Meeting, Board Retreat

**MOTION:** Miller

**VOTE:** Unanimous

**SECOND:** Hsieh

6. **Business Items**

1. **APPROVED:** Second Interim Report 2014-2015

**MOTION:** Miller

**VOTE:** Unanimous

**SECOND:** Hsieh

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**6. Business Items (Continued)**

- 2. APPROVED:** CTE Courses - Phlebotomist, Health Care Occupations
- 3. APPROVED:** CTE Course - Medical Terminology
- 4. APPROVED:** CTE Courses - Arts, Media & Entertainment

**MOTION: Fortune**  
**SECOND: Hsieh**

**VOTE: Unanimous**

**7. Reports/Communications – Indicated staff members presented written and oral reports as follows:**

1. Rio Valley Charter Update – Dr. Grill, Director
2. Site Plan Updates – Mr. Reid, Learning Analyst
3. Growth and Stability – Dr. Keefer, Executive Director
4. Staff Survey Evaluation of Executive Director – Mr. Smith-Fagan, Board President
5. Board Retreat Reflection/Future Meetings – Mr. Smith-Fagan, Board President

**8. Future Meetings: June 9, 2015**

**9. Adjournment: 12:50 p.m.**

**Respectfully presented,**

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**Adoption Date**

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**Kevin Smith-Fagan, President**  
**Board of Directors**