



Pacific Charter Institute

Heritage Peak Charter School • Rio Valley Charter School • Valley View Charter Prep • Sutter Peak Charter Academy

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, March 8, 2016 @ 10:00 a.m.

LOCATION: 701 Howe Ave., Suite E3, Sacramento, CA 95825

Teleconference Location(s): 912 Cole Street, #213, San Francisco, CA 94117
2616 Ingleton Lane, Sacramento, CA 95835

1. **Call to Order:** President Smith-Fagan called the meeting to order at 10:00 a.m,

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

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

Motion: Hsieh **Vote:** Unanimous

Second: Miller

3. **Public Comments:** Mrs. Sonja Cameron, presented an update on the Scholarship Fund. Mrs. Cameron noted that all schools were participating and that all donations to the fund are fully tax deductible and any school could be designated in the donation. Students awarded the \$500 scholarship receive \$250 up front and \$250 when transcripts are turned in.

4. **Unfinished Business:** None

5. **Adoption of Minutes:**

1. **APPROVED** as presented: December 8, 2015 Regular Meeting

Motion: Kay **Ayes:** Borden, Hsieh, Kay, Miller

Second: Hsieh **Abstained:** Smith-Fagan (absent 12/8/15)

PUBLIC HEARING: **High School Graduation Requirements (BP #6146.6)** - President Smith-Fagan opened the public hearing for comments/discussion at 10:05 a.m.

Speaker(s): Mr. Mike Reid, Learning Analyst, presented the eligibility requirements necessary to obtain a high school diploma for students in all Pacific Charter Institute schools that offer 9-12th grade education. State mandate SB 359, (The California Mathematics Placement Act), defines additional criteria that must be met. He noted that this item will appear on the June meeting agenda for formal Board action. There were no further public comments on this subject.

President Smith-Fagan closed the public hearing at 10:12 a.m.

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6. Business Items

1. **APPROVED:** Second Interim Report 2015/16 – HPCS, RVCS, SPCA, VVCP

Motion: Hsieh

Vote: Unanimous

Second: Miller

2. **APPROVED:** Evaluation Instrument for Executive Director.

Motion: Hsieh

Vote: Unanimous

Second: Miller

7. Reports/Communications

1. **Real Estate Update** – Mr. Chris Lemmon, Sr. Managing Direct, Newmark, Cornish & Carey, presented details including locations, square footage and leasing start/end dates for all PCI sites. Mr. Lemmon distributed research materials reviewing Sacramento area office market trends.
2. **Fall-Winter Math & Reading Growth Comparisons 2015-16** –Mr. Reid, Learning Analyst, Mr. Kevin Taylor, Director, HPC, Mrs. Marcie Grill, Director, RVCS, Mr. John Mittan, Director, VVCP, briefly reported on the academic progress for grades 3 through 11 using MAP fall and winter scores.
3. **PCI Organizational/Staffing Charts** – Ms. Cathy Enos, HR Technician, noted that the presented charts give an overview of the current organization and staffing at each school and learning center including the corporate office and PCI Board of Directors.
4. **Charter Schools Update & PCI Positioning** – Mr. Chris Bertelli, Bertelli Public Affairs, addressed his plans for recruiting teachers and students, and developing PCI’s longevity and positioning strategy in the region.

8. **Future Meetings:** To be announced.

9. **Adjournment: 11:35 a.m.**

Motion: Hsieh

Vote: Unanimous

Second: Miller

Respectfully submitted,

Adoption Date

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