



# 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:** Thursday, December 13, 2018 @ 9:30 a.m.  
**LOCATION:** 1401 El Camino Avenue, Ste. 510, Sacramento, CA 95815

1. **Call to Order:** President Beth Kay called the meeting to order at 9:30 a.m.

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

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

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

3. **Public Comments:** None

4. **Adoption of Minutes**

1. **APPROVED** as presented, September 13, 2018

**Motion:** Smith-Fagan      **Ayes:** Fortune, Hsieh, Kay, Miller, Smith-Fagan  
**Second:** Fortune      **Abstentions:** Prentice

2. **APPROVED** as presented, November 13, 2018

**Motion:** Miller      **Ayes:** Hsieh, Kay, Miller, Smith-Fagan  
**Second:** Smith-Fagan      **Abstentions:** Prentice, Fortune

5. **Closed Session:** President Beth Kay called the closed session to order at 9:33 a.m. to discuss the following topic.

1. Conference with Legal Counsel – Existing Litigation (Paragraph 1 of subdivision (d) of Section 54956.9)

Name of case: Jaswinder (“Jessie”) Bains v. The Pacific Charter Institute, et al., Sacramento County Superior Court Case No. 34-2018-00242248

6. **Open Session:** The board adjourned to open session at 10:00 a.m. at which time President Beth Kay announced that no action had been taken in closed session.

7. **Business Items**

1. **ACCEPTED:** Audit Report 2017-2018

**Motion:** Miller      **Vote:** Unanimous  
**Second:** Hsieh

2. **APPROVED:** First Interim Report 2018-2019  
**Motion:** Smith-Fagan **Vote:** Unanimous  
**Second:** Miller
3. **APPROVED:** Valley View Charter Prep Renewal Resolution for NJESD  
**Motion:** Prentice **Vote:** Unanimous  
**Second:** Hsieh
4. **APPROVED:** Uniform Complaint Policy Revised  
**Motion:** Fortune **Vote:** Unanimous  
**Second:** Hsieh

**8. Reports/Communications**

1. CAASPP Score Analysis- Mr. John Mittan, Director, Ms. Heather Marshall, Director, Ms. Leslie Leedy, Director, Mr. Scott Stack, Interim Director, and Dr. Paul Keefer, Executive Director- The interventions in place at Valley View Charter Prep, Sutter Peak Charter Academy, Rio Valley Charter School and Heritage Peak Charter School were discussed and the Fall to Winter scores were compared for the 2018-2019 school year.  
Beth Kay expressed her appreciation that all four schools collaborated together for this presentation with concurrence from fellow board members.

**9. Future Meetings: March 7, 2019 @ 9:30 a.m.**

**10. Adjournment: 10:51 a.m.**

- Motion:** Smith-Fagan **Vote:** Unanimous  
**Second:** Miller

Respectfully Submitted,

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Adoption Date

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Beth Kay, President  
Board of Directors