



# Pacific Charter Institute

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## *Board of Directors*

*John Brennan*

*Alpana Carey Rex Fortune, Ph.D.*

*Martha Melendez-Quadros*

*Judy Miller*

*Joshua Modlin*

*Jean-Paul Prentice*

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## **Regular Meeting of the Board of Directors Thursday, March 10, 2022, at 9:30 a.m. 1401 El Camino Avenue, Suite 510, Sacramento, CA 95815**

### **Teleconference Locations:**

**5040 Filbert Avenue, Fair Oaks, CA 95628**

**1301 E Durham Ferry Rd, Tracy 95304**

Notice of the Means by Which Members of the Public May Observe the Meeting and Offer Public Comment, Pursuant to Government Code section 54953

To view the PCI Board Meeting by computer, tablet, or smart phone, go to:

<https://zoom.us/j/97076546765>

To listen by phone: Primary Number: (669) 900-6833 Secondary Number: (346) 248-7799

Enter the Meeting ID: 97076546765#

Webinar ID: 970 7654 6765

### Public Comments:

Public comments may be made via the Zoom Q&A Tool. Once the meeting has started, click the Q&A button at the bottom of the Zoom window. When the Q&A window appears, enter your name and the agenda item you wish to address in the input box, then choose "Send." Be prepared to speak when prompted by name during the public comments portion of the meeting. Public Comments will be received until the public comment period has elapsed. Comments are limited to a maximum of two (2) minutes per speaker per agenda item, and individuals are limited to a single comment per agenda item. Members of the public who wish to comment in person will need to fill out a speaker's card and submit to the board president prior to the start of the Public Comments agenda item. You may contact [leanna.comer@pacificcharters.org](mailto:leanna.comer@pacificcharters.org) prior to the meeting if you have questions about this process.

## **AGENDA**

**1. Call to Order & Roll Call**

**2. Adoption of Agenda**



# Pacific Charter Institute

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### **3. Hearing of Parties Desiring to Address the Board and/or Present Petition**

Anyone may address the board regarding any item that is within the board's subject matter jurisdiction. At this point on the agenda, opportunity is provided for any individual or representative of a group to make statements to the board regarding an item(s) not listed on the agenda. The board, by law, may not take action on an item introduced during this portion of the agenda.

### **4. Consent Agenda Items**-All matters listed under Consent Agenda Items are to be considered routine and will be enacted by one motion followed by a roll call vote. There will be no separate discussion of these items unless the PCI Board, audience or staff request specific items to be removed from the Consent Agenda Items for separate discussion and action. Any agenda items removed will be voted upon following the motion to approve the Consent Agenda Items

1. Approve December 9, 2021, Regular Meeting Minutes
2. Approve December 15, 2021, Special Meeting Minutes
3. Approve January 27, 2022, Special Meeting Minutes

### **5. Closed Session**

1. Conference with Legal Counsel – Existing Litigation (1 case), G.C. 54956.9 (a)
2. Public Employee Performance Evaluation (Certificated) - Executive Director (G.C. 54957)

### **6. Announcement of Action(s) Taken in Closed Session**

### **7. Business Items**

1. Second Interim Report 2021-2022 – Mr. Larry Pastore, Corporate Accountant
2. Adopt BP 4001 Tuition Assistance Policy – Ms. Catherine Fiddy, Human Resources Manager
3. Real Estate- Lease for New Pacific School in Roseville- Dr. Paul Keefer, Executive Director
4. Board of Directors Election of Secretary

### **8. Reports/Communications**

1. Data Achievement Analysis- Heritage Peak Charter School, Rio Valley Charter School, Valley View Charter Prep, Sutter Peak Charter School- School Directors
2. College and Career Indicator Report- Mr. Tim Ribota, Director of Student Services
3. New Pacific School Implementation Plan- Dr. Paul Keefer, Executive Director

### **9. Future Meetings: June 9th and June 13th, 2022**

### **10. Adjournment**



# Pacific Charter Institute

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

## *BOARD OF DIRECTORS MEETING*

**DATE:** December 10, 2020

**AGENDA ITEM:** #4 Consent Agenda Items 4.1- 4.3

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**Background:**

REQUIRES SINGULAR ROLL CALL VOTE

All matters listed under the Consent Agenda Items are to be considered routine and will be enacted by one motion followed by a roll call vote. There will be no separate discussion of these items unless the Board of Trustees, audience, or staff request specific items to be removed from the Consent Agenda Items for separate discussion and action. Any agenda items removed will be voted upon following the motion to approve the Consent Agenda Items.

1. Approve December 9, 2021, Regular Meeting Minutes
2. Approve December 15, 2021, Special Meeting Minutes
3. Approve January 27, 2022, Special Meeting Minutes

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**RECOMMENDED ACTION:**

Board of Directors approve the Consent Agenda Items.



# Pacific Charter Institute

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## **Board of Directors**

*John Brennan*

*Rex Fortune, Ph.D.*

*Beth Kay*

*Judy Miller*

*Joshua Modlin*

*Jean-Paul Prentice*

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## **Minutes**

**Regular Meeting of the Board of Directors**  
**Thursday, December 9, 2021, 9:30 a.m.**  
**1401 El Camino Avenue, Suite 510, Sacramento, CA 95815**  
<https://zoom.us/j/97076546765>

1. **Call to Order & Roll Call:** President Fortune called the meeting to order at 9:31 a.m. and a quorum was established  
**Directors Present:** Brennan, Kay, Miller, Prentice, Fortune  
**Directors Absent:** Modlin
  
2. **Adoption of Agenda: APPROVED**  
**Motion:** Miller  
**Second:** Kay  
**Vote:** By a 5-0 vote, the members Approved  
**Ayes:** Brennan, Kay, Miller, Prentice, Fortune  
**No:** None
  
3. **Public Comments: None**
  
4. **Consent Agenda Items: APPROVED**
  1. Approve September 9, 2021 Regular Meeting Minutes
  2. Approve October 4, 2021 Special Meeting Minutes  
**Motion:** Kay  
**Second:** Brennan  
**Vote:** By a 5-0 vote, the members Approved  
**Ayes:** Brennan, Kay, Miller, Prentice, Fortune  
**No:** None



# Pacific Charter Institute

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## 5. Public Hearing: Was opened and then closed at 9:50am

1. Update on PCI Goals- Mr. Scott Stack, Director, Ms. Leslie Leedy, Director, and Mr. John Mittan, Director, discussed the increase of students and teaching in person. An update on DIBELS and the writing rubric was also provided.
2. Update on Expanded Learning Opportunities Grant, Ms. Heather Marshall, Director, discussed spending of funds and supporting academic progress.
3. Annual Update to the 2021-2022 LCAP and Budget Overview for parents-Heritage Peak Charter School
4. Annual Update to the 2021-2022 LCAP and Budget Overview for parents-Rio Valley Charter School
5. Annual Update to the 2021-2022 LCAP and Budget Overview for parents-Valley View Charter School
6. Annual Update to the 2021-2022 LCAP and Budget Overview for parents-Sutter Peak Charter Academy
7. Educator Effectiveness Grant- Dr. Paul Keefer, Executive Director

## 6. Business Items

1. Audit Report 2020-2021: **APPROVED**  
**Motion:** Kay  
**Second:** Miller  
**Vote:** By a 5-0 vote, the members Approved  
**Ayes:** Brennan, Kay, Miller, Prentice, Fortune  
**No:** None
2. First Interim Report 2021-2022: **APPROVED**  
**Motion:** Prentice  
**Second:** Miller  
**Vote:** By a 5-0 vote, the members Approved  
**Ayes:** Brennan, Kay, Miller, Prentice, Fortune  
**No:** None
3. New PCI Board of Directors Appointment- Alpana Carey: **APPROVED**  
**Motion:** Miller  
**Second:** Prentice  
**Vote:** By a 5-0 vote, the members Approved  
**Ayes:** Brennan, Kay, Miller, Prentice, Fortune  
**No:** None



# Pacific Charter Institute

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4. New PCI Board of Directors Appointment- Martha Melendez-Quadros:  
**APPROVED**  
**Motion:** Brennan  
**Second:** Kay  
**Vote:** By a 5-0 vote, the members Approved  
**Ayes:** Brennan, Kay, Miller, Prentice, Fortune  
**No:** None
  
7. **Reports/Communications**
  1. PCI Organizational Update was provided by Dr. Paul Keefer
8. **Recognition**
  1. Beth Kay, PCI Board Member, service ending December 31, 2021. The PCI board and PCI team recognized and thanked Beth Kay for her service.
  
9. **Future Meetings:** Special Meeting December 15, 2021, and Regular Meeting March 10, 2022
  
10. **Adjournment: 10:51am**  
**Motion:** Miller  
**Second:** Brennan  
**Vote:** By a 5-0 vote, the members Approved  
**Ayes:** Brennan, Kay, Miller, Prentice, Fortune  
**No:** None



# Pacific Charter Institute

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## **Board of Directors**

*John Brennan      Alpana Carey      Rex Fortune, Ph.D.      Martha Melendez-Quadros*  
*Judy Miller      Joshua Modlin      Jean-Paul Prentice*

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## **Minutes**

**Special Meeting of the Board of Directors**  
**Wednesday, December 15, 2021, 9:30 a.m.**  
<https://zoom.us/j/97076546765>

## **AGENDA**

- 1. Call to Order & Roll Call:** President Fortune called the meeting to order at 9:30 a.m. and a quorum was established  
**Directors Present:** Brennan, Miller, Modlin, Fortune  
**Directors Absent:** Carey, Quadros, Prentice
- 2. Adoption of Agenda: APPROVED**  
**Motion:** Miller  
**Second:** Modlin  
**Vote:** By a 4-0 vote, the members Approved  
**Ayes:** Brennan, Miller, Modlin, Fortune  
**No:** None
- 3. Public Comment: NONE**
- 4. Business Items**  
Educator Effectiveness Grant- Dr. Paul Keefer, Executive Director  
**Motion:** Miller  
**Second:** Brennan  
**Vote:** By a 4-0 vote, the members Approved  
**Ayes:** Brennan, Miller, Modlin, Fortune  
**No:** None



# Pacific Charter Institute

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5. **Future Meetings:** March 10, 2022

6. **Adjournment: 9:39am**

**Motion:** Brennan

**Second:** Miller

**Vote:** By a 4-0 vote, the members Approved

**Ayes:** Brennan, Miller, Modlin, Fortune

**No:** None



# Pacific Charter Institute

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## **Board of Directors**

*John Brennan      Alpana Carey      Rex Fortune, Ph.D.      Martha Melendez-Quadros*  
*Judy Miller      Joshua Modlin      Jean-Paul Prentice*

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## **Minutes**

### **Special Meeting of the Board of Directors**

**Thursday, January 27, 2022, 9:30 a.m.**

**Teleconference via Zoom**

<https://zoom.us/j/97076546765>

- 1. Call to Order & Roll Call:** President Fortune called the meeting to order at 9:30 a.m. and a quorum was established

**Directors Present:** Brennan, Carey, Quadros, Miller, Modlin, Prentice, Fortune

**Directors Absent:** None

- 2. Approval of Emergency Findings to Conduct Meeting Virtually to Comply with the Sacramento County Health Officer:** APPROVED

**Motion:** Prentice

**Second:** Miller

**Vote:** By a 7-0 vote, the members Approved

**Ayes:** Brennan, Carey, Quadros, Miller, Modlin, Prentice, Fortune

**No:** None

- 3. Adoption of Agenda:** APPROVED

**Motion:** Miller

**Second:** Brennan

**Vote:** By a 7-0 vote, the members Approved

**Ayes:** Brennan, Carey, Quadros, Miller, Modlin, Prentice, Fortune

**No:** None

- 4. Public Comment:** NONE



# Pacific Charter Institute

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## 5. Business Items

1. School Accountability Report Card (SARC): **APPROVED**

**Motion:** Modlin

**Second:** Prentice

**Vote:** By a 7-0 vote, the members Approved

**Ayes:** Brennan, Carey, Quadros, Miller, Modlin, Prentice, Fortune

**No:** None

6. **Future Meetings:** March 10, 2022

7. **Adjournment: 9:51am**

**Motion:** Brennan

**Second:** Miller

**Vote:** By a 7-0 vote, the members Approved

**Ayes:** Brennan, Carey, Quadros, Miller, Modlin, Prentice, Fortune

**No:** None



# Pacific Charter Institute

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

## *BOARD OF DIRECTORS MEETING*

**DATE:** March 10, 2022

**AGENDA ITEM:** #5.1 Closed Session

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### **Background:**

The Board will adjourn to closed session regarding the following matters.

1. Conference with Legal Counsel – Existing Litigation (1 case), G.C. 54956.9 (a)
-



# Pacific Charter Institute

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

## *BOARD OF DIRECTORS MEETING*

**DATE:** March 10, 2022

**AGENDA ITEM:** #5.2 – Closed Session

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### **Background:**

The Board will adjourn to closed session regarding the following matters.

1. Public Employee Performance Evaluation (Certificated) - Executive Director (G.C. 54957)
-



# Pacific Charter Institute

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

## *BOARD OF DIRECTORS MEETING*

**DATE:** March 10, 2022

**AGENDA ITEM:** #7.1 Second Interim Report 2021-2022

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### **Background:**

Mr. Larry Pastore, Corporate Accountant, will present and discuss the Second Interim Report for PCI.

Public school governing boards are required to certify twice a year regarding their ability to meet their financial obligations for the remainder of the year and for the subsequent two fiscal years. The certification, along with accompanying documents are referred to as the Interim Report.

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### **RECOMMENDED ACTION:**

Board of Directors approve the Second Interim Report 2021-2022.

PACIFIC CHARTER INSTITUTE

# Second Interim

2021-22

1401 El Camino Avenue

Sacramento, CA 95815

866-992-9033

**Pacific Charter Institute  
Second Interim  
2021-22**

**Revenues:**

- LCFF revenues have been based on the FCMAT LCFF calculator.
- Title I revenues have been budgeted for Heritage Peak and Rio Valley.
- Lottery revenue is budgeted at \$200 per ADA.
- Special Education revenues are based on 40% of projected expenditures for Heritage Peak. All other schools are based on approximately \$500 per ADA.
- Certain revenues recorded in 2020-21 have been carried forward to 2021-22 in restricted fund balance.

**ADA Projections:**

	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>
Heritage Peak	1,003	1,055	1,055
Rio Valley	777	830	830
Valley View	608	616	616
Sutter Peak	530	550	550

**Expenditures:**

- Salary schedule increases are reflected in the budget for classified staff and administration.
- Stipends are budgeted for certificated staff other than administration. These stipends will be funded by one-time revenues recorded in 2020-21 and 2021-22.
- Instructional supplies and services are budgeted at two levels depending on services received. \$2,700 or \$400 per student.
- EPA funds are budgeted to cover teacher salaries.
- Special Education expenditures are budgeted to exceed revenues received. Required contributions for Heritage Peak - \$761,664, for Rio Valley - \$541,885, for Valley View - \$214,424, and for Sutter Peak - \$163,305.
- District Oversight Fee – 1 percent of LCFF Funding.
- Professional Development Fee – 3 percent of LCFF Funding for Sutter Peak.
- Facility Fee – 2 percent of LCFF Funding for Heritage Peak.
- PCI administrative costs of \$4,469,499 have been allocated to the schools based on projected ADA.
- Certain instructional and special education costs incurred by Heritage Peak have been allocated to the schools. Instructional costs of \$1,447,905 have been allocated based on ADA and unduplicated counts. Special education costs of \$1,766,647 have been allocated based on student count.

**Fund Balance:**

Fund balance is projected to be \$10,315,928 at June 30, 2022. Of this amount, \$1,717,138 is reserved for economic uncertainties, \$502,896 is reserved for restricted programs, and the unappropriated portion of fund balance at June 30, 2022, is projected to be \$8,095,894.

**Multi-Year Projection:**

The Multi-Year Projection reflects the ADA figures presented above.

LCFF Revenues have been based on the FCMAT LCFF calculator.

Salary levels are shown to be held constant in the future projections.

STRS and PERS employer contribution rates are budgeted to increase in future years.

**Pacific Charter Institute**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Second Interim**  
**2021-22**

	Heritage Peak			Rio Valley	Valley View	Sutter Peak	Combined
	Admin.	School Operations	Combined				
<b>Revenues:</b>							
LCFF Sources		\$10,072,197	\$10,072,197	\$8,037,058	\$5,659,473	\$5,101,546	\$28,870,274
Federal		590,630	590,630	483,814	244,730	230,743	1,549,917
State		465,015	465,015	305,515	209,160	186,287	1,165,977
Local		507,776	507,776	396,439	368,519	322,325	1,595,060
Other Financing Sources	\$ -	0	0	0	0	0	0
	0	11,635,618	11,635,618	9,222,826	6,481,882	5,840,902	33,181,228
<b>Expenditures:</b>							
Certificated Salaries	363,643	7,605,806	7,969,449	2,915,873	1,846,385	1,904,212	14,635,919
Classified Salaries	1,520,898	541,866	2,062,764	277,065	195,140	142,387	2,677,356
Employee Benefits	823,958	2,444,734	3,268,692	1,122,356	655,512	547,040	5,593,601
Books & Supplies	85,000	1,253,651	1,338,651	914,259	841,778	913,448	4,008,136
Services	1,676,000	1,461,455	3,137,455	1,445,418	1,197,047	948,189	6,728,108
Capital Outlay	0	0	0	0	0	0	0
Other Outgo	0	302,166	302,166	80,371	113,039	204,062	699,637
Debt Service - Principal	0	0	0	0	0	0	0
Debt Service - Interest	0	0	0	0	0	0	0
PCI Cost Allocation:							
Administrative	(4,469,499)	1,533,666	(2,935,832)	1,183,507	934,267	818,057	0
Instructional	0	(1,447,905)	(1,447,905)	681,239	391,921	374,744	0
Special Education	0	(1,766,647)	(1,766,647)	883,324	462,693	420,630	0
	0	11,928,793	11,928,793	9,503,412	6,637,782	6,272,770	34,342,757
Excess	0	(293,175)	(293,175)	(280,586)	(155,900)	(431,868)	(1,161,529)
Fund Balance, Beginning	0	4,966,535	4,966,535	3,436,061	843,045	2,231,816	11,477,457
Fund Balance, Ending	\$0	\$4,673,360	\$4,673,360	\$3,155,475	\$687,145	\$1,799,948	\$10,315,928
<b>Components of Ending Fund Balance:</b>							
Designated Amounts:							
Reserve for Economic Uncertainty		\$596,440	\$596,440	\$475,171	\$331,889	\$313,638	\$1,717,138
Restricted		237,002	237,002	124,848	74,225	66,821	502,896
Unappropriated	0	3,839,919	3,839,919	2,555,457	281,031	1,419,488	8,095,894
	\$0	\$4,673,360	\$4,673,360	\$3,155,475	\$687,145	\$1,799,948	\$10,315,928



**Pacific Charter Institute**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**

	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>
<b><u>Revenues:</u></b>			
LCFF Sources	\$28,870,274	\$31,166,270	\$32,105,817
Federal	1,549,917	630,240	630,240
State	1,165,977	665,678	665,678
Local	1,595,060	1,674,813	1,726,899
Other Financing Sources	0	0	0
	<u>33,181,228</u>	<u>34,137,001</u>	<u>35,128,634</u>
<b><u>Expenditures:</u></b>			
Certificated Salaries	14,635,919	14,355,920	14,355,920
Classified Salaries	2,677,356	2,577,356	2,577,356
Employee Benefits	5,593,601	5,926,647	6,265,312
Books & Supplies	4,008,136	4,109,031	4,109,031
Services	6,728,108	6,991,488	6,991,488
Capital Outlay	0	0	0
Other Outgo	699,637	749,008	770,074
Debt Service - Principal	0	0	0
Debt Service - Interest	0	0	0
	<u>34,342,757</u>	<u>34,709,449</u>	<u>35,069,180</u>
Excess	(1,161,529)	(572,448)	59,454
Fund Balance, Beginning	11,477,457	10,315,928	9,743,480
Fund Balance, Ending	<u>\$10,315,928</u>	<u>\$9,743,480</u>	<u>\$9,802,933</u>
<b><u>Components of Ending Fund Balance:</u></b>			
<b>Designated Amounts:</b>			
Reserve for Economic Uncertainty	\$1,717,138	\$1,735,472	\$1,753,459
Restricted	502,896	502,896	502,896
Unappropriated	8,095,894	7,505,111	7,546,578
	<u>\$10,315,928</u>	<u>\$9,743,480</u>	<u>\$9,802,933</u>

**Pacific Charter Institute**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Second Interim**  
**2022-23**

	<u>Heritage Peak</u>		<u>Rio Valley</u>	<u>Valley View</u>	<u>Sutter Peak</u>	<u>Combined</u>	
	<u>Admin.</u>	<u>School Operations</u>					<u>Combined</u>
<b>Revenues:</b>							
LCFF Sources		\$10,929,784	\$10,929,784	\$8,938,917	\$5,887,382	\$5,410,187	\$31,166,270
Federal		263,501	263,501	222,654	77,750	66,335	630,240
State		230,610	230,610	180,667	134,935	119,466	665,678
Local		533,165	533,165	416,261	386,945	338,442	1,674,813
Other Financing Sources		0	0	0	0	0	0
	<u>0</u>	<u>11,957,060</u>	<u>11,957,060</u>	<u>9,758,499</u>	<u>6,487,012</u>	<u>5,934,430</u>	<u>34,137,001</u>
<b>Expenditures:</b>							
Certificated Salaries	363,644	7,605,806	7,969,450	2,915,873	1,816,385	1,654,212	14,355,920
Classified Salaries	1,420,898	541,866	1,962,764	277,065	195,140	142,387	2,577,356
Employee Benefits	624,590	2,851,685	3,476,275	1,117,528	704,034	628,810	5,928,647
Books & Supplies	85,000	1,305,651	1,390,651	943,154	841,778	933,448	4,109,031
Services	1,476,000	1,696,555	3,172,555	1,579,348	1,204,575	1,035,010	6,991,488
Capital Outlay	0	0	0	0	0	0	0
Other Outgo	0	327,894	327,894	89,389	115,318	216,407	749,008
Debt Service - Principal	0	0	0	0	0	0	0
Debt Service - Interest	0	0	0	0	0	0	0
PCI Cost Allocation:							
Administrative	(3,970,132)	1,381,884	(2,588,248)	1,087,169	694,216	806,863	0
Instructional	0	(1,491,342)	(1,491,342)	701,676	403,679	385,987	0
Special Education	0	(1,819,647)	(1,819,647)	909,823	476,574	433,249	0
	<u>0</u>	<u>12,400,352</u>	<u>12,400,352</u>	<u>9,621,026</u>	<u>6,451,699</u>	<u>6,236,372</u>	<u>34,709,449</u>
Excess	0	(443,292)	(443,292)	137,473	35,313	(301,942)	(572,448)
Fund Balance, Beginning	0	4,673,360	4,673,360	3,155,475	687,145	1,799,948	10,315,928
Fund Balance, Ending	<u>\$0</u>	<u>\$4,230,068</u>	<u>\$4,230,068</u>	<u>\$3,292,948</u>	<u>\$722,458</u>	<u>\$1,498,005</u>	<u>\$9,743,480</u>
<b>Components of Ending Fund Balance:</b>							
Designated Amounts:							
Reserve for Economic Uncertainty		\$620,018	\$620,018	\$481,051	\$322,585	\$311,819	\$1,735,472
Restricted		237,002	237,002	124,848	74,225	66,821	502,896
Unappropriated	0	3,373,049	3,373,049	2,687,049	325,648	1,119,366	7,505,111
	<u>\$0</u>	<u>\$4,230,068</u>	<u>\$4,230,068</u>	<u>\$3,292,948</u>	<u>\$722,458</u>	<u>\$1,498,005</u>	<u>\$9,743,480</u>

**Pacific Charter Institute**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Second Interim**  
**2023-24**

	<u>Heritage Peak</u>			<u>Rio Valley</u>	<u>Valley View</u>	<u>Sutter Peak</u>	<u>Combined</u>
	<u>Admin.</u>	<u>School Operations</u>	<u>Combined</u>				
<b>Revenues:</b>							
LCFF Sources		\$11,269,342	\$11,269,342	\$9,195,970	\$6,067,668	\$5,572,837	\$32,105,817
Federal		263,501	263,501	222,654	77,750	66,335	630,240
State		230,610	230,610	180,667	134,935	119,466	665,678
Local		549,746	549,746	429,207	398,979	348,967	1,726,899
Other Financing Sources		0	0	0	0	0	0
	<u>0</u>	<u>12,313,199</u>	<u>12,313,199</u>	<u>10,028,498</u>	<u>6,679,332</u>	<u>6,107,605</u>	<u>35,128,634</u>
<b>Expenditures:</b>							
Certificated Salaries	\$363,644	7,605,806	7,969,450	2,915,873	1,816,385	1,654,212	14,355,920
Classified Salaries	1,420,898	541,866	1,962,764	277,065	195,140	142,387	2,577,356
Employee Benefits	660,281	3,014,639	3,674,919	1,181,387	744,264	664,742	6,265,312
Books & Supplies	85,000	1,305,651	1,390,651	943,154	841,778	933,448	4,109,031
Services	1,476,000	1,696,555	3,172,555	1,579,348	1,204,575	1,035,010	6,991,488
Capital Outlay	0	0	0	0	0	0	0
Other Outgo	0	338,080	338,080	91,960	117,121	222,913	770,074
Debt Service - Principal	0	0	0	0	0	0	0
Debt Service - Interest	0	0	0	0	0	0	0
PCI Cost Allocation:							
Administrative	(4,005,823)	1,385,166	(2,620,656)	1,089,752	808,780	722,125	0
Instructional		(1,536,082)	(1,536,082)	722,726	415,789	397,566	0
Special Education		(1,874,236)	(1,874,236)	937,118	490,871	446,247	0
	<u>0</u>	<u>12,477,445</u>	<u>12,477,445</u>	<u>9,738,383</u>	<u>6,634,703</u>	<u>6,218,649</u>	<u>35,069,180</u>
Excess	0	(164,246)	(164,246)	290,115	44,629	(111,044)	59,454
Fund Balance, Beginning	0	4,230,068	4,230,068	3,292,948	722,458	1,498,005	9,743,480
Fund Balance, Ending	<u>\$0</u>	<u>\$4,065,823</u>	<u>\$4,065,823</u>	<u>\$3,583,062</u>	<u>\$767,087</u>	<u>\$1,386,961</u>	<u>\$9,802,933</u>
<b>Components of Ending Fund Balance:</b>							
<b>Designated Amounts:</b>							
Reserve for Economic Uncertainty		\$623,872	\$623,872	\$486,919	\$331,735	\$310,932	\$1,753,459
Restricted		237,002	237,002	124,848	74,225	66,821	502,896
Unappropriated	0	3,204,948	3,204,948	2,971,295	361,127	1,009,208	7,546,578
	<u>\$0</u>	<u>\$4,065,823</u>	<u>\$4,065,823</u>	<u>\$3,583,062</u>	<u>\$767,087</u>	<u>\$1,386,961</u>	<u>\$9,802,933</u>

**Heritage Peak Charter School**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Second Interim**  
**2021-22**

	<b>Adopted Budget</b>	<b>First Interim</b>	<b>Second Interim</b>
<b><u>Revenues:</u></b>			
LCFF Sources	\$10,611,004	\$10,072,197	\$10,072,197
Federal	245,009	590,630	590,630
State	239,785	230,610	465,015
Local	449,056	507,776	507,776
Other Financing Sources	0	0	0
	11,544,854	11,401,213	11,635,618
<b><u>Expenditures:</u></b>			
Certificated Salaries	7,873,352	7,605,806	7,605,806
Classified Salaries	488,585	541,866	541,866
Employee Benefits	2,477,600	2,444,734	2,444,734
Books & Supplies	1,907,173	1,253,651	1,253,651
Services	1,355,934	1,461,455	1,461,455
Capital Outlay	0	0	0
Other Outgo	318,330	302,166	302,166
Debt Service - Principal	0	0	0
Debt Service - Interest	0	0	0
PCI Cost Allocation:			
Administrative	1,434,898	1,533,666	1,533,666
Instructional	(1,383,466)	(1,447,905)	(1,447,905)
Special Education	(1,632,694)	(1,766,647)	(1,766,647)
	12,839,712	11,928,793	11,928,793
Excess	(1,294,858)	(527,580)	(293,175)
Fund Balance, Beginning	5,824,727	4,966,535	4,966,535
Fund Balance, Ending	\$4,529,869	\$4,438,955	\$4,673,360
<b><u>Components of Ending Fund Balance:</u></b>			
<b>Designated Amounts:</b>			
Reserve for Economic Uncertainty	\$641,986	\$596,440	\$596,440
Restricted	0	2,597	237,002
Unappropriated	3,887,883	3,839,919	3,839,919
	\$4,529,869	\$4,438,955	\$4,673,360

**Heritage Peak Charter School  
Revenue Detail  
Second Interim  
2021-22**

<u>LCFF Sources:</u>	<u>Object</u>	<u>Resource</u>	
LCFF	8011	0000	\$4,432,503
EPA	8012	1400	4,044,453
In-Lieu Property Taxes	8096	0000	1,595,241
<b>Total Revenue Limit</b>			<u>10,072,197</u>
 <u>Federal:</u>			
Title I Part A	8290	3010	263,501
ESSER II	8290	3216	108,857
GEER II	8290	3217	24,984
ESSER III	8290	3218	70,962
ESSER III	8290	3219	122,326
			<u>590,630</u>
 <u>State:</u>			
Mandate Block Grant	8550	0000	30,010
Lottery	8560	1100	200,600
Educator Effectiveness	8590	6266	234,405
<b>Total State Revenue</b>			<u>465,015</u>
 <u>Local:</u>			
Special Education	8792	6500	507,776
<b>Total Local Revenue</b>			<u>507,776</u>
 <u>Other Financing Sources:</u>			
			<u>0</u>
			<u>\$11,635,618</u>

**Rio Valley Charter School**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Second Interim**  
**2021-22**

	<u>Adopted Budget</u>	<u>First Interim</u>	<u>Second Interim</u>
<b><u>Revenues:</u></b>			
LCFF Sources	\$8,716,129	\$8,004,116	\$8,037,058
Federal	192,786	483,814	483,814
State	189,837	180,067	305,515
Local	420,000	396,439	396,439
	<u>9,518,752</u>	<u>9,064,436</u>	<u>9,222,826</u>
<b><u>Expenditures:</u></b>			
Certificated Salaries	3,253,971	2,915,873	2,915,873
Classified Salaries	148,822	277,065	277,065
Employee Benefits	1,183,115	1,122,356	1,122,356
Books & Supplies	1,434,194	914,259	914,259
Services	1,398,423	1,445,418	1,445,418
Capital Outlay	0	0	0
Other Outgo	87,161	80,041	80,371
Debt Service - Principal	0	0	0
Debt Service - Interest	0	0	0
PCI Cost Allocation:			
Administrative	1,143,818	1,183,507	1,183,507
Instructional	651,129	681,239	681,239
Special Education	899,061	883,324	883,324
	<u>10,199,695</u>	<u>9,503,082</u>	<u>9,503,412</u>
Excess	(680,943)	(438,646)	(280,586)
Fund Balance, Beginning	3,994,914	3,436,061	3,436,061
Fund Balance, Ending	<u>\$3,313,971</u>	<u>\$2,997,415</u>	<u>\$3,155,475</u>
<b><u>Components of Ending Fund Balance:</u></b>			
Revolving Cash			
Designated Amounts:			
Reserve for Economic Uncertainty (5%)	\$509,985	\$475,154	\$475,171
Restricted	0	0	124,848
Unappropriated	2,803,986	2,522,260	2,555,457
	<u>\$3,313,971</u>	<u>\$2,997,415</u>	<u>\$3,155,475</u>

**Rio Valley Charter School  
Revenue Detail  
Second Interim  
2021-22**

<u>LCFF Sources:</u>	<u>Object</u>	<u>Resource</u>	
LCFF	8011	0000	\$3,513,535
EPA	8012	1400	2,938,910
In-Lieu Property Taxes	8096	0000	1,584,613
<b>Total Revenue Limit</b>			<u>8,037,058</u>
 <u>Federal:</u>			
Title I Part A	8290	3010	222,654
ESSER II	8290	3216	86,905
GEER II	8290	3217	19,945
ESSER III	8290	3218	56,652
ESSER III	8290	3219	97,658
<b>Total Federal Revenue</b>			<u>483,814</u>
 <u>State:</u>			
Mandate Block Grant	8550	0000	25,267
Lottery	8560	1100	155,400
Educator Effectiveness	8590	6266	124,848
<b>Total State Revenue</b>			<u>305,515</u>
 <u>Local:</u>			
Special Education	8792	6500	396,439
<b>Total Local Revenue</b>			<u>396,439</u>
			<u><u>\$9,222,826</u></u>

Valley View Charter Prep  
Statement of Revenues, Expenditures and Changes in Fund Balance  
Second Interim  
2021-22

<u>Revenues:</u>	<u>Adopted Budget</u>	<u>First Interim</u>	<u>Second Interim</u>
LCFF Sources	\$5,451,592	\$5,690,143	\$5,659,473
Federal	74,823	244,730	244,730
State	130,231	135,535	209,160
Local	354,647	368,519	368,519
	<u>6,011,293</u>	<u>6,438,927</u>	<u>6,481,882</u>
 <u>Expenditures:</u>			
Certificated Salaries	1,891,053	1,846,385	1,846,385
Classified Salaries	239,353	195,140	195,140
Employee Benefits	645,444	655,512	655,512
Books & Supplies	828,160	841,778	841,778
Services	1,150,432	1,197,047	1,197,047
Capital Outlay	0	0	0
Other Outgo	132,516	113,345	113,039
Debt Service - Principal	0	0	0
Debt Service - Interest	0	0	0
PCI Cost Allocation:			
Administrative	803,543	934,267	934,267
Instructional	335,864	391,921	391,921
Special Education	359,624	462,693	462,693
	<u>6,385,989</u>	<u>6,638,089</u>	<u>6,637,782</u>
Excess	(374,696)	(199,162)	(155,900)
Fund Balance, Beginning	859,427	843,045	843,045
Fund Balance, Ending	<u>\$484,731</u>	<u>\$643,883</u>	<u>\$687,145</u>
 <u>Components of Ending Fund Balance:</u>			
Revolving Cash			
Designated Amounts:			
Reserve for Economic Uncertainty (5%)	\$319,299	\$331,904	\$331,889
Restricted	0	0	74,225
Unappropriated	165,431	311,979	281,031
	<u>\$484,731</u>	<u>\$643,883</u>	<u>\$687,145</u>

**Valley View Charter Prep  
Revenue Detail  
Second Interim  
2021-22**

<u>LCFF Sources:</u>	<u>Object</u>	<u>Resource</u>	
LCFF	8011	0000	\$5,461,429
EPA	8012	1400	121,600
In-Lieu Property Taxes	8096	0000	76,444
<b>Total Revenue Limit</b>			<u>5,659,473</u>
 <u>Federal:</u>			
Special Education	8181	3310	77,750
ESSER II	8290	3216	55,565
GEER II	8290	3217	12,753
ESSER III	8290	3218	36,222
ESSER III	8290	3219	62,440
<b>Total Federal Revenue</b>			<u>244,730</u>
 <u>State:</u>			
Mandate Block Grant	8550	0000	13,335
Lottery	8560	1100	121,600
Educator Effectiveness	8590	6266	74,225
<b>Total State Revenue</b>			<u>209,160</u>
 <u>Local:</u>			
Special Education	8792	6500	368,519
<b>Total Local Revenue</b>			<u>368,519</u>
			<u><u>\$6,481,882</u></u>

**Sutter Peak Charter Academy**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Second Interim**  
**2021-22**

	<u>Adopted Budget</u>	<u>First Interim</u>	<u>Second Interim</u>
<b><u>Revenues:</u></b>			
LCFF Sources	\$5,914,495	\$5,155,667	\$5,101,546
Federal	75,952	230,743	230,743
State	136,809	120,466	186,287
Local	371,126	322,325	322,325
	<u>6,498,383</u>	<u>5,829,202</u>	<u>5,840,902</u>
<b><u>Expenditures:</u></b>			
Certificated Salaries	2,025,106	1,904,212	1,904,212
Classified Salaries	149,865	142,387	142,387
Employee Benefits	547,205	547,040	547,040
Books & Supplies	998,467	913,448	913,448
Services	1,040,526	948,189	948,189
Capital Outlay	0	0	0
Other Outgo	236,580	206,227	204,062
Debt Service - Principal	0	0	0
Debt Service - Interest	0	0	0
PCI Cost Allocation:			
Administrative	841,807	818,057	818,057
Instructional	396,473	374,744	374,744
Special Education	374,009	420,630	420,630
	<u>6,610,037</u>	<u>6,274,935</u>	<u>6,272,770</u>
Excess	(111,655)	(445,733)	(431,868)
Fund Balance, Beginning	1,902,378	2,231,816	2,231,816
Fund Balance, Ending	<u>\$1,790,723</u>	<u>\$1,786,083</u>	<u>\$1,799,948</u>
<b><u>Components of Ending Fund Balance:</u></b>			
<b>Designated Amounts:</b>			
Reserve for Economic Uncertainty	\$330,502	\$313,747	\$313,638
Restricted	0	0	66,821
Unappropriated	1,460,221	1,472,336	1,419,488
	<u>\$1,790,723</u>	<u>\$1,786,083</u>	<u>\$1,799,948</u>

**Sutter Peak Charter Academy  
Revenue Detail  
Second Interim  
2021-22**

	<u>Object</u>	<u>Resource</u>	
<b><u>LCFF Sources:</u></b>			
LCFF	8011	0000	\$4,806,463
EPA	8012	1400	106,000
In-Lieu Property Taxes	8096	0000	189,083
<b>Total Revenue Limit</b>			<u>5,101,546</u>
<b><u>Federal:</u></b>			
Special Education	8181	3310	66,335
ESSER II	8290	3216	54,709
GEER II	8290	3217	12,556
ESSER III	8290	3218	35,664
ESSER III	8290	3219	61,479
			<u>230,743</u>
<b><u>State:</u></b>			
Mandate Block Grant	8550	0000	13,466
Lottery	8560	1100	106,000
Educator Effectiveness	8590	6266	66,821
<b>Total State Revenue</b>			<u>186,287</u>
<b><u>Local:</u></b>			
Special Education	8792	6500	322,325
<b>Total Local Revenue</b>			<u>322,325</u>
<b><u>Other Financing Sources:</u></b>			
			<u>0</u>
			<u>\$5,840,902</u>



# Pacific Charter Institute

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

## *BOARD OF DIRECTORS MEETING*

**DATE:** March 10, 2022

**AGENDA ITEM:** #7.2 BP 4001 Tuition Assistance Policy

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### **Background:**

PCI updates Board Policy (BP) and Administrative Regulations (AR) as advised by legal counsel. Revisions, updates, deletions, and additions are the result of legislation and Case Law and resulting changes to Education Code, Government code and Civil Code. BP 4001 has been reviewed and updated by PCI Administration.

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**RECOMMENDED ACTION:**  
Board of Directors adopt BP 4001



# Pacific Charter Institute

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**Tuition Assistance Policy**  
**BP 4001**  
**Adopted: March 10, 2022**

PCI wishes to encourage its employees who intend to grow and continue their careers in education. To accomplish this, PCI will provide tuition reimbursement of up to \$10,000 to eligible employees who complete a qualifying teacher credentialing program and agree to continue their employment with PCI. Eligible employees include all employees working for PCI who do not have a teaching credential who enroll in a California teacher credentialing program on or after January 1, 2022.

Reimbursement is provided to employees who remain employed with PCI after completion of a qualifying credentialing program, in two (2) separate amounts. The first \$5,000 reimbursement is provided at the end of the first year of employment following completion of the qualifying credentialing program. The second \$5,000 reimbursement is provided at the end of the second year of employment following completion of the qualifying credentialing program.

Eligible employees who wish to participate in the PCI Tuition Assistance Program must contact Human Resources to complete the application process. Employees who participate will be required to sign a Reimbursement Agreement wherein they agree to remain in employment at PCI for at least two (2) years following completion of their credentialing program. Employees who fail to complete at least two (2) years of service with PCI may be required to repay a portion of their tuition assistance.



# Pacific Charter Institute

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

## *BOARD OF DIRECTORS MEETING*

**DATE:** March 10, 2022

**AGENDA ITEM:** #7.3 Real Estate- Lease for New Pacific School in Roseville

---

### **Background:**

As stated in the Executive Directors Job Description under Duties & Responsibilities:

13. Responsible for all contracts and agreements authorization for real estate, equipment, services and employment for the organization including authorization to sign and enforce contracts not to exceed \$100,000 on an annual basis.

The executive director's contract requires approval for real estate leases exceeding \$100,000. The lease options being evaluated for New Pacific School Roseville, which is a site-based school, will exceed \$100,000 annually as budgeted in the charter petition.

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### **RECOMMENDED ACTION:**

Board of Directors approve the Executive Director authority to engage in real estate contracts exceeding \$100,000.



**New Pacific School - Roseville**  
**A California Public Charter School**

Charter Term: July 1, 2022– June 30, 2027

Submitted to Roseville Joint Union High School District

	Year		
	<u>1</u>	<u>2</u>	<u>3</u>
Kilgore	185,600	284,800	294,400
Bonita	109,760	170,128	178,360
Stone House	198,375	303,962	313,561
Calaveras	208,800	320,400	331,200
Pony Express	130,553	202,046	211,371
Total	<u>833,088</u>	<u>1,281,336</u>	<u>1,328,892</u>
Average	<u>166,618</u>	<u>256,267</u>	<u>265,778</u>



# Pacific Charter Institute

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

## *BOARD OF DIRECTORS MEETING*

**DATE:** March 10, 2022

**AGENDA ITEM:** #7.4 – Board of Directors Election of Officers

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**Background:**

Officers of the Board of Directors are elected on a yearly basis but with the resignation of Beth Kay, Board Secretary, a new secretary will need to be approved.

The current Board officers are:

President: Dr. Rex Fortune  
Vice President: Judy Miller  
Secretary:  
Treasurer: Joshua Modlin

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**RECOMMENDED ACTION:**

Board of Directors elect a new secretary for the remaining of the 2021-2022 school year.



# Pacific Charter Institute

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

## ***BOARD OF DIRECTORS MEETING***

**DATE:** March 10, 2022

**AGENDA ITEM:** #8.1 Data Achievement Analysis- Heritage Peak Charter School, Rio Valley Charter School, Valley View Charter Prep and Sutter Peak Charter Academy

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### **Background:**

The PCI School Directors will present and discuss the Data Achievement Analysis for Heritage Peak Charter School, Rio Valley Charter School, Valley View Charter Prep, Sutter Peak Charter School. The Data Achievement will include DIBELS, Math and Reading updates for all four schools.

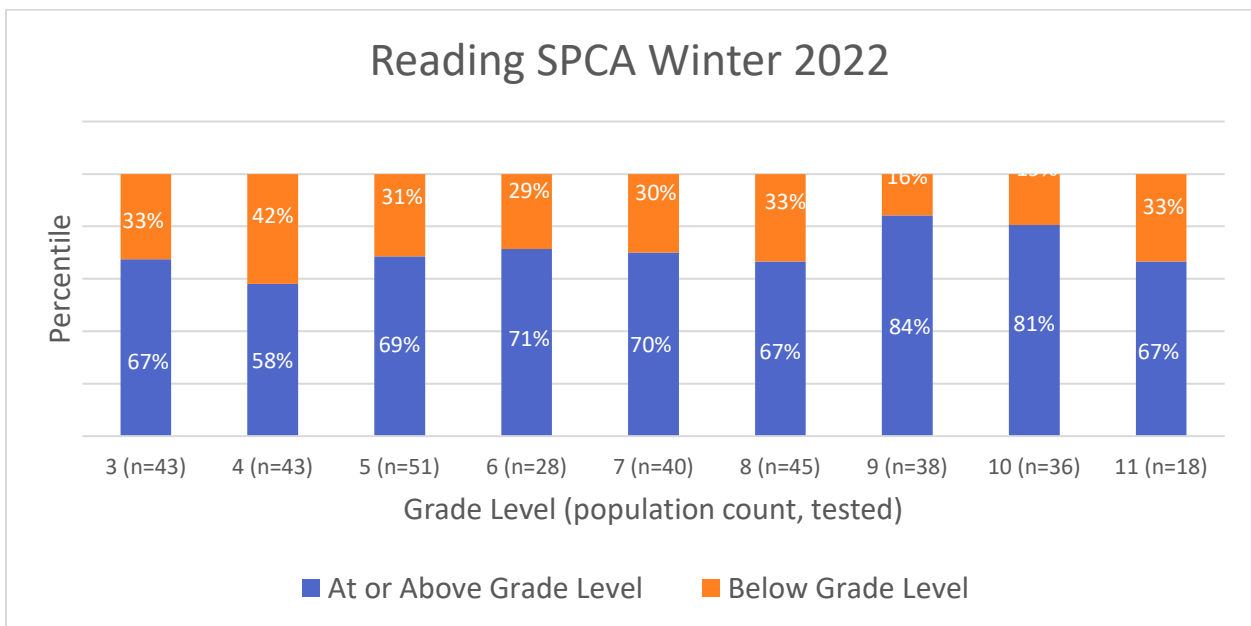
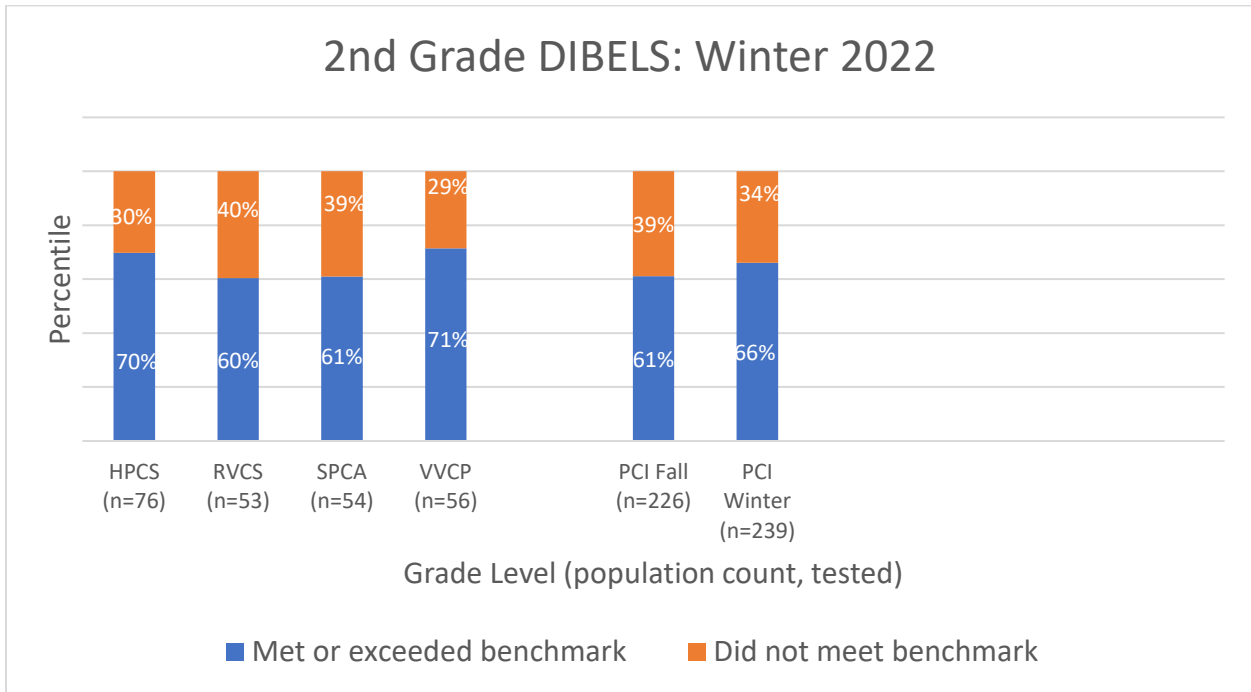
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### **RECOMMENDED ACTION:**

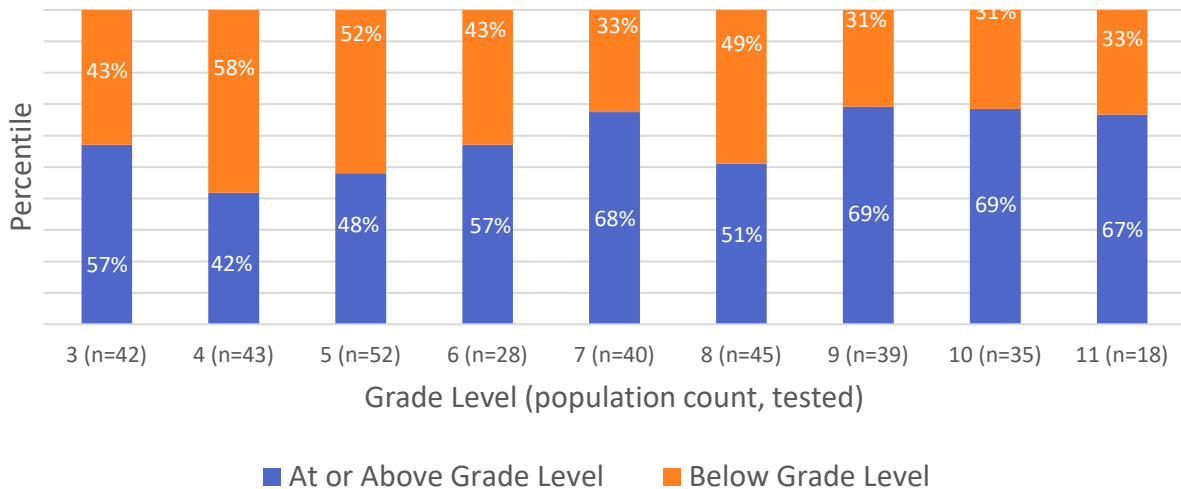
**Information only, no action required.**



Sutter Peak Charter Academy offers TK-12 students a non-classroom based, personalized learning program serving students in Sutter, Butte, Sacramento, Yolo, Yuba and Placer Counties. We work collaboratively with students, parents, and the broader community to develop each student’s greatest potential. We leverage the flexibility of an independent study model to empower SPCA students to meet their educational goals.



## Math SPCA Winter 2022



### Strengths:

1. Over sixty percent of SPCA students are reading at or above grade level.
2. Increased number of Sunday trained teachers.
3. All teachers provide and track weekly reading intervention.
4. 61% of second grade students met benchmark reading goals at the mid-year DIBELS assessment.

### Areas of Growth:

1. Math and reading achievement for all grade levels.

### Action Plan:

1. Roll out early math assessment for K-2 students to identify areas for intervention.
2. Provide targeted early math literacy intervention by teachers.
3. Increase parent training on early reading and math interventions.
4. Standardize local and state assessment expectations of students and families.
5. Increase intervention options to better meet the personalized needs of all students.

### Expected Outcomes:

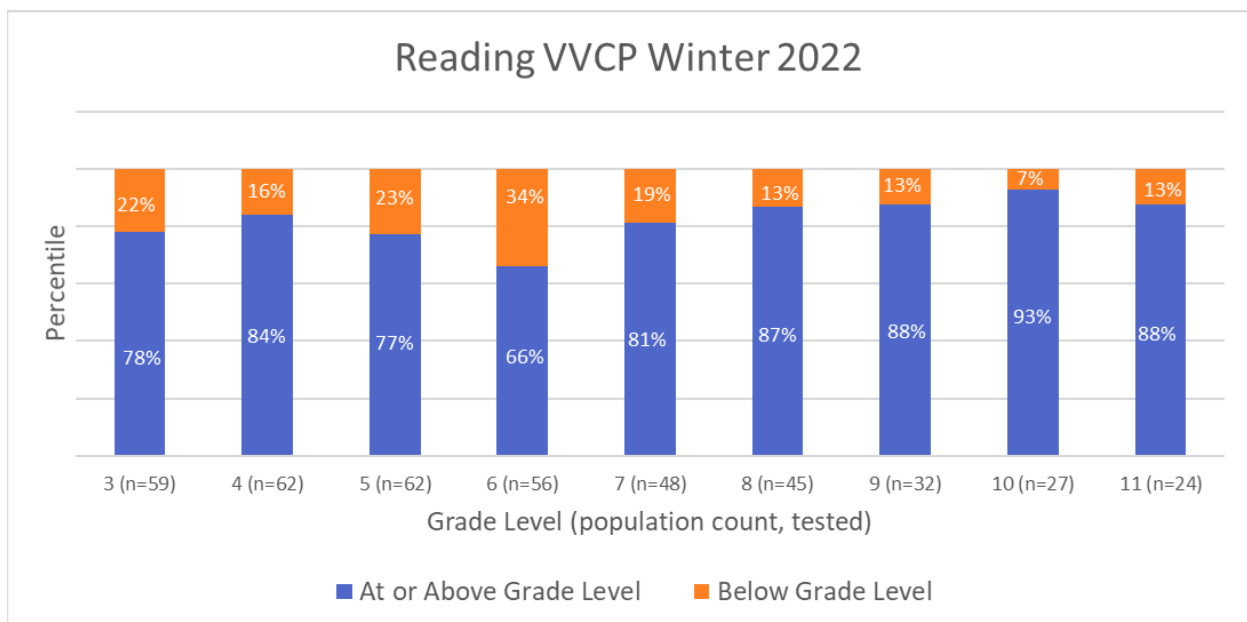
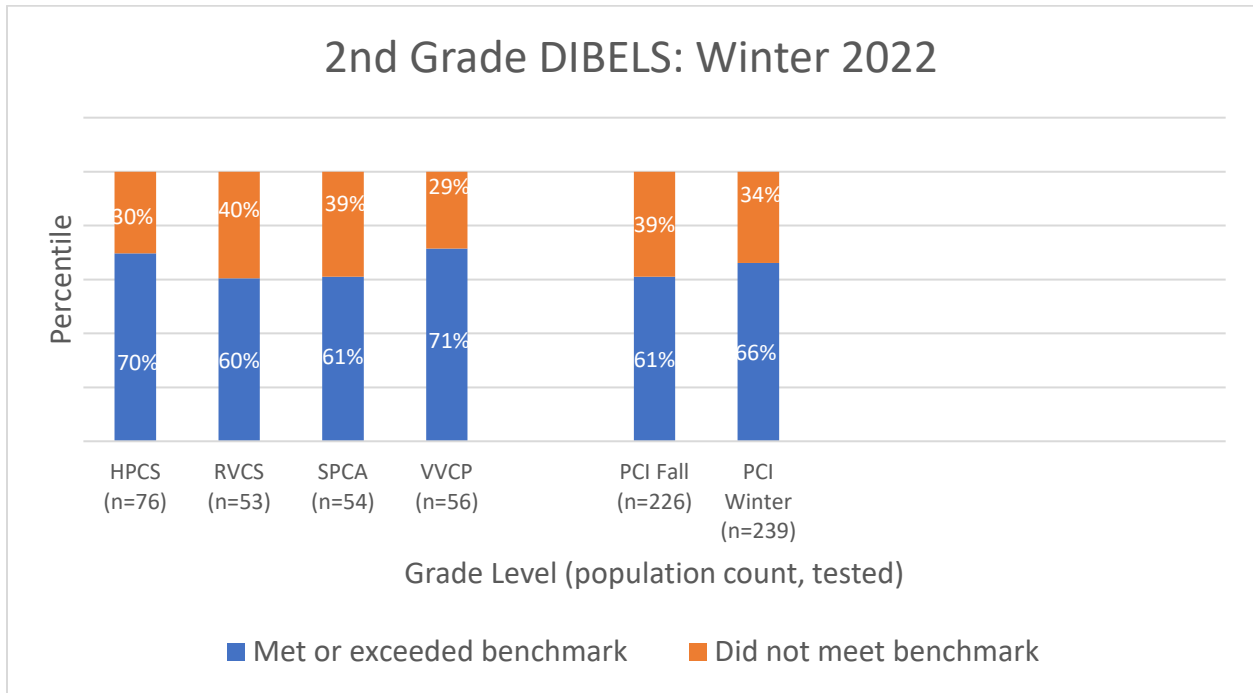
1. Increased math and reading achievement at all grade levels.
2. Greater teacher satisfaction.
3. Retention of students and families.

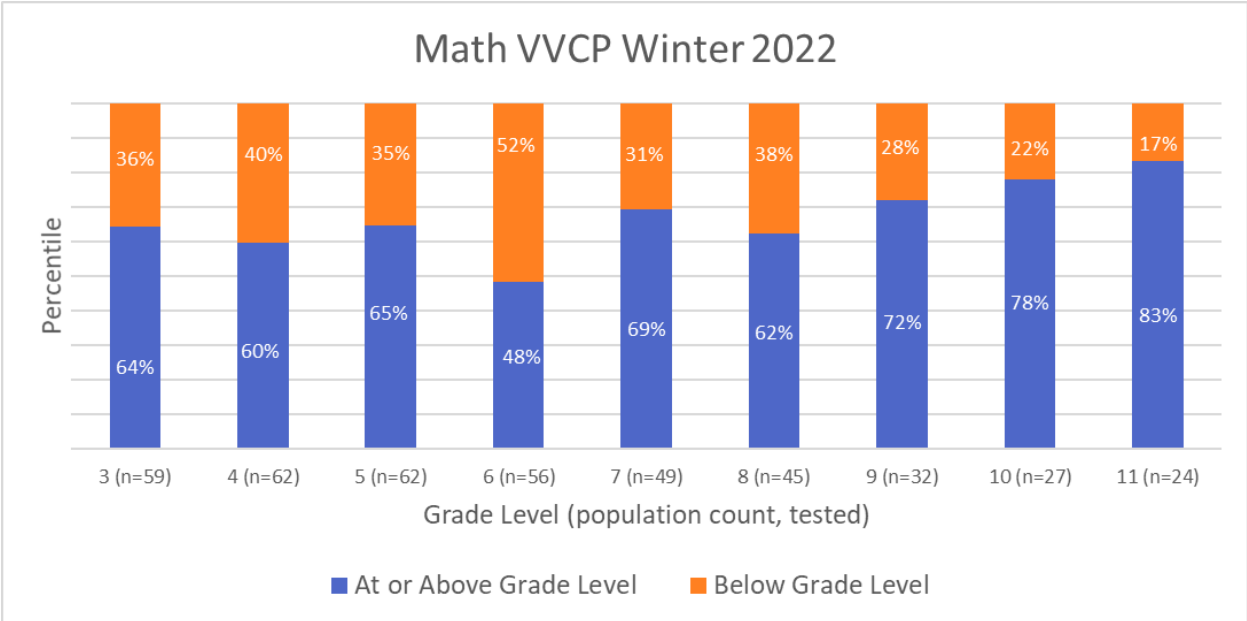


Valley View Charter Prep offers TK-12 students a non-classroom based, personalized learning program serving students in Alameda and Contra Costa Counties. Total enrollment is 605 students. Of this total, 55% are white, 16.5% are Hispanic, 14.2% are Asian, 5.6% Black, 2.3% Filipino, and 4.1% multiple.

Valley View is:

- Student-centered.
- Fosters each student’s individual strengths and academic goals.
- Values collaborative partnerships between student, parent, teacher, and community.





1. Over 75% of all 3-11 grade students are proficient in Reading.
2. High school population is highly proficient in Math and Reading.
3. Schoolwide goals to support emergent literacy are reflected in grades 3-5 reading.

Areas of growth:

1. Sixth grade cohort needs individualized academic support approaching CAASPP.
2. Schoolwide intervention in math is needed to support increased outcomes in grades 3-8.

Action plan:

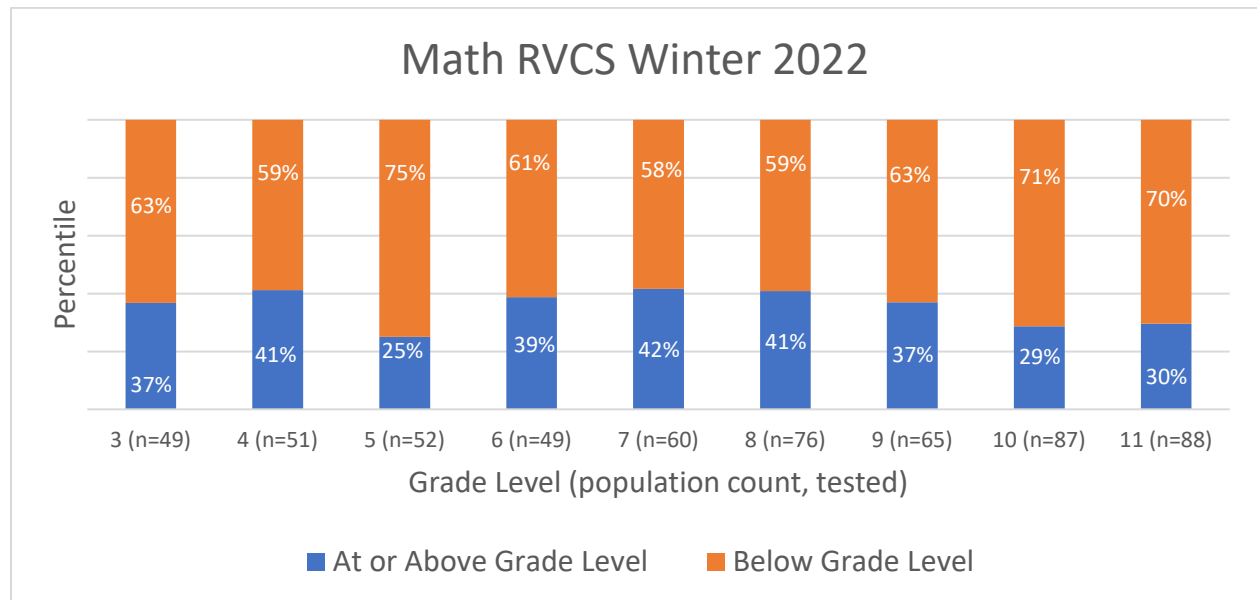
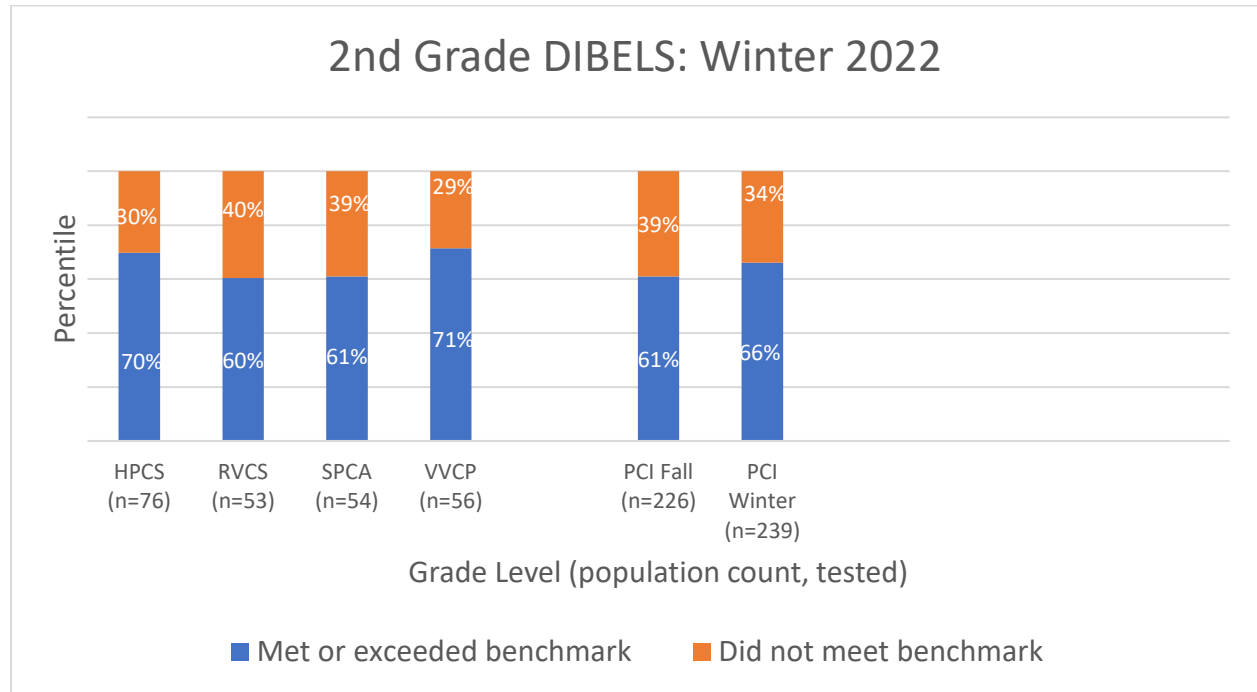
1. School intervention (Exact Path) in reading and Math will target 6<sup>th</sup> grade in Reading and Math.
2. School math intervention (Exact Path) will target grades 3-8.

Expected outcomes:

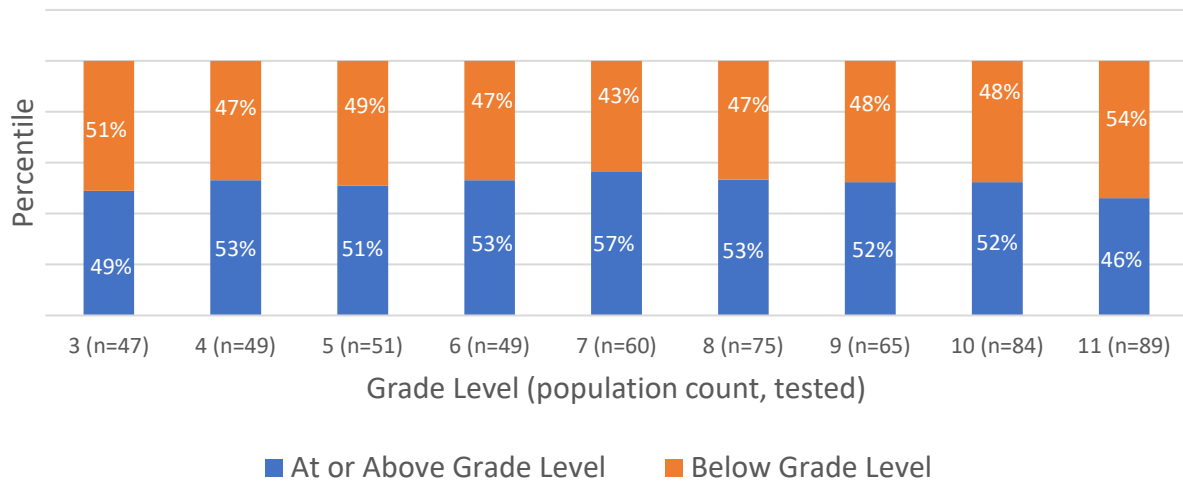
1. Action items will mitigate low academic outcomes in grades 3-8 on CAASPP.
2. Valley View will continue to enjoy high proficiency in reading across grade levels because of our focus on emergent literacy.

Rio Valley Charter School offers TK-12 students a personalized learning program. We work collaboratively with students, parents, and the community to develop each student’s potential.

Rio Valley Charter School leverages the flexibility of an independent study model to empower each RVCS student to meet their goals.



## Reading RVCS Winter 2022



### Strengths:

1. Over half of RVCS students are reading above grade level.
2. Increased number of Sunday trained teachers.
3. Increased number of core classes at the sites.
4. All sites have at least one full time math tutor.
5. 61% of second grade students met benchmark reading goals at the mid-year DIBELS assessment.

### Areas of Growth:

1. Math and reading achievement for all grade levels.

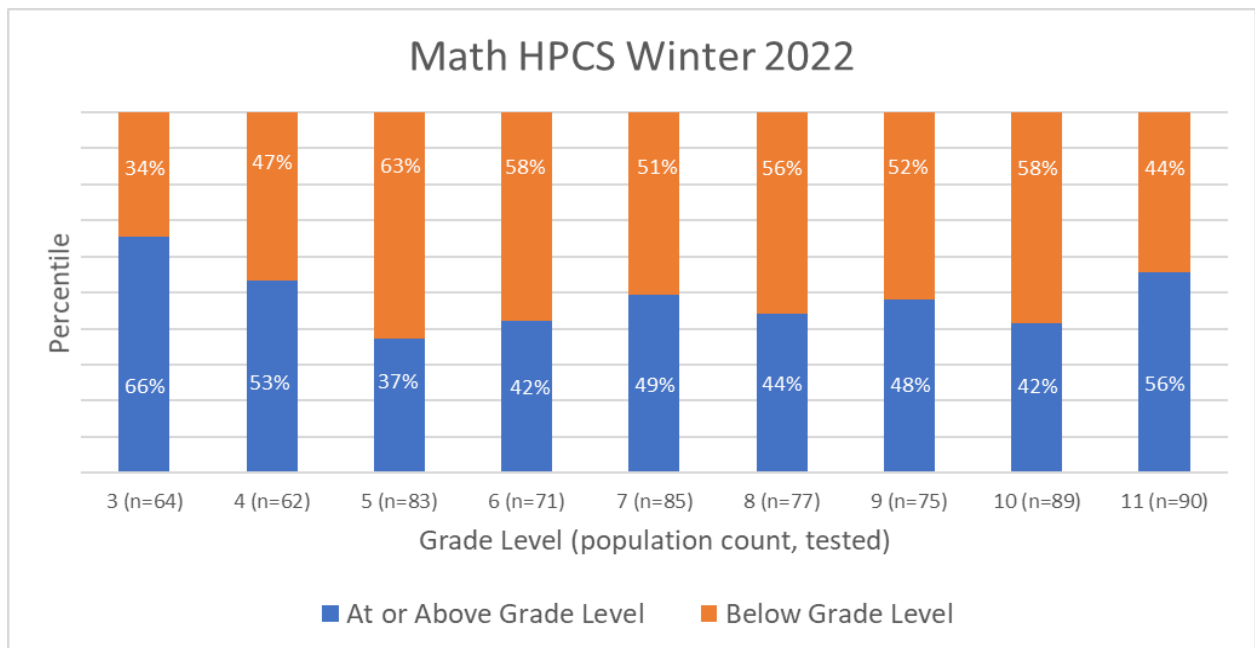
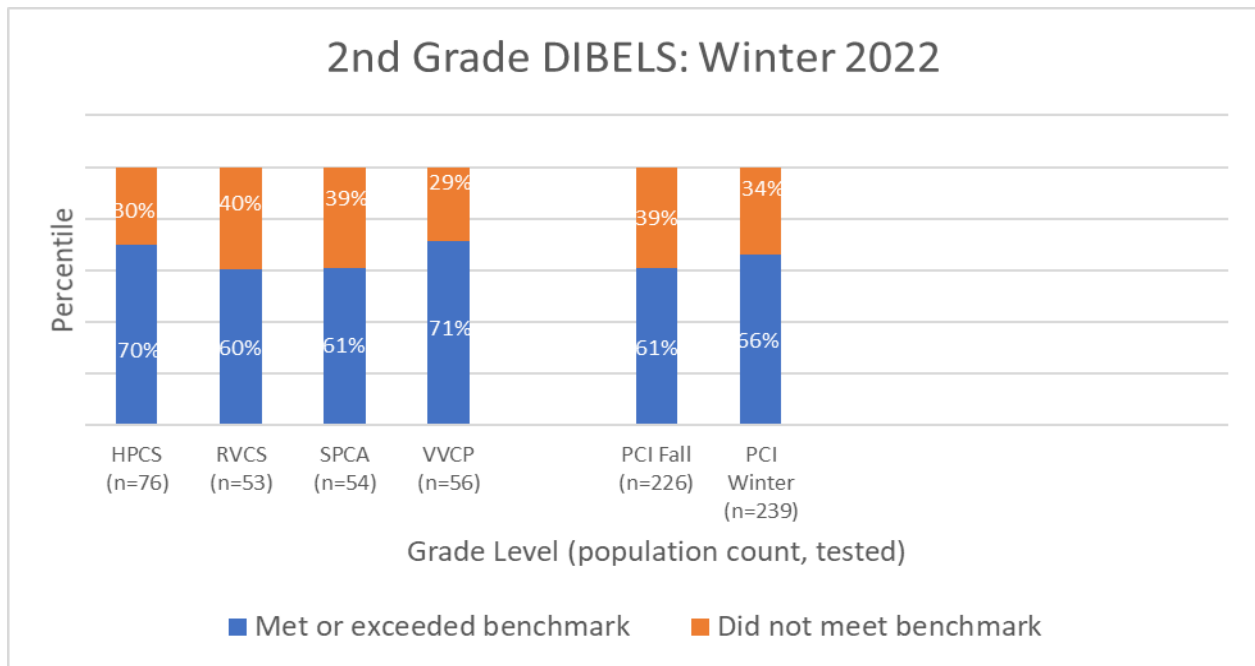
### Action Plan:

1. Add an early math assessment for K-2 students to identify areas for intervention.
2. Increase length and frequency of summer school classes in reading and math.
3. Increase parent training on early reading and math interventions.
4. Standardize local and state assessment expectations of students and families.
5. Increase intervention options to better meet the personalized needs of all students.

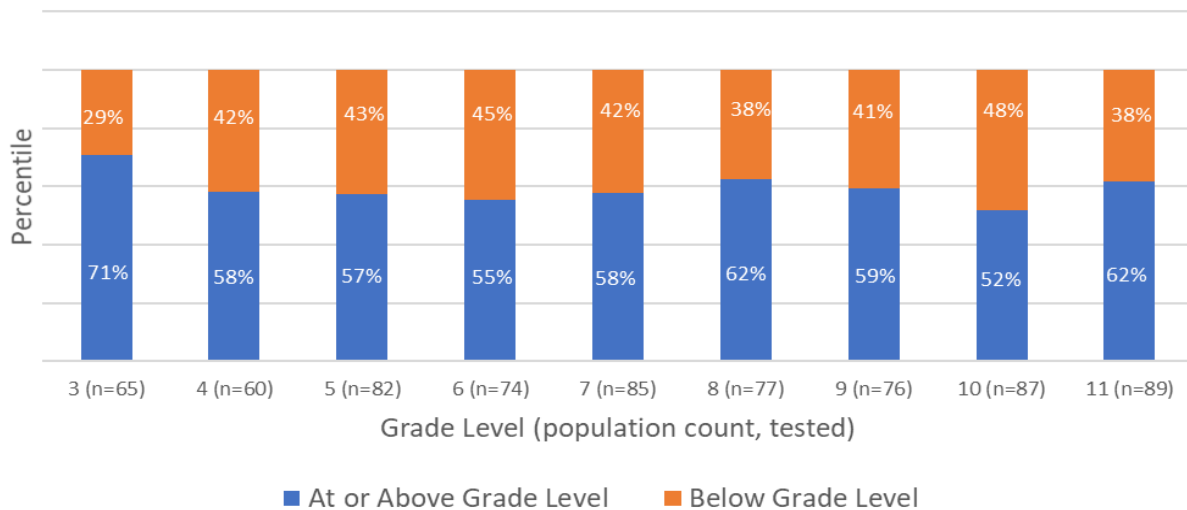
### Expected Outcomes:

1. Increased math and reading achievement at all grade levels.
2. Greater teacher satisfaction.
3. Retention of students and families.

Heritage Peak Charter School (HPCS) offers TK-12 students a non-classroom based, personalized learning program serving students in Sacramento, Placer, El Dorado, Amador, Yolo, and Solano counties. HPCS proudly serves our students either in the homeschool or independent study model at one of our three resource centers located in Rio Linda, West Sacramento, or Vacaville. Total current enrollment is 1030 students. Of the 1030 students, 50.5% qualify for Free/Reduced Price Meals, 11.5% EL Students, 2.5% Foster/Homeless Youth, and 13.7% students receiving Special Education Services. Our student population contains 5% Hispanic, 11% Black/African American, 70% White, and 14% all others.



## Reading HPCS Winter 2022



### Strengths:

- 1) Over half of HPCS students are performing at or above grade level (52% Math, 59% Reading).
- 2) 3<sup>rd</sup> graders (our first DIBELS cohort) outperforming all other grade levels.
- 3) HPCS has hired 7 tutors to serve all our students.
- 4) 70% of second grade students met benchmark reading goals at the mid-year DIBELS assessment.

### Areas of Growth:

- 1) Math proficiency for all grade levels.

### Action Plan:

- 1) Add an early math assessment for K-2 students to identify opportunities for intervention.
- 2) Increase length and frequency of summer school classes in reading and math.
- 3) Provide parent training/workshops on early reading and math literacy strategies and support.
- 4) Standardize local and state assessment expectations of students and families.

### Expected Outcomes:

- 1) Increased math and reading achievement at all grade levels.
- 2) Improved student College/Career Readiness.
- 3) Retention of students, families, and staff.
- 4) Published academic results become a recruitment tool.



# Pacific Charter Institute

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

## ***BOARD OF DIRECTORS MEETING***

**DATE:** March 10, 2022

**AGENDA ITEM:** #8.2 College and Career Indicator Report -Heritage Peak Charter School, Rio Valley Charter School, Valley View Charter Prep and Sutter Peak Charter Academy

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### **Background:**

Mr. Tim Ribota, Director of Student Services, will present the College and Career Indicator Report for all four schools.

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### **RECOMMENDED ACTION:**

**Information only, no action required.**

# Pacific Charter Institute

## Personalized Learning Public Charter Schools

### PCI Schools' College and Career Indicator Report

The “College and Career Indicator” measure on the CDE Dashboard is based on the number of high school graduates who are prepared for college or a career. College or career readiness means completing rigorous coursework, passing challenging exams, or receiving a state seal. The following measures are approved as indicating college or career readiness:

- ◆ Career Technical Education Pathway Completion
- ◆ Grade 11 Smarter Balanced Summative Assessments in ELA and Mathematics
- ◆ Advanced Placement Exams
- ◆ International Baccalaureate Exams
- ◆ College Credit Course (formerly called Dual Enrollment)
- ◆ a–g Completion
- ◆ State Seal of Biliteracy
- ◆ Military Science/Leadership

PCI schools offer a broad range of college and career readiness options for high school students. We offer a strong “medical careers” CTE pathway, numerous iCEV course offerings, strong community college partnerships, and a-g courses.

PCI schools strongly encourage and advocate for all 11<sup>th</sup> and 12<sup>th</sup> grade students to access community college courses. All high school students have access to iCEV courses, and we continually seek out CTE pathways options that include a capstone course and meet all requirements for CTE completer status. In addition, all 4 years of high school now have an a-g pathway, and all high school students are assigned a-g courses with PCI schools.

PCI school counselors will be ensuring all student meetings with high school students and families provide a clear and compelling conversation focused on students enrolling in at least 2 community college courses prior to graduating. School counselors will be assigning a-g courses during enrollment for all high school students.

PCI created a “Data Team” to ensure all CCI data is captured and accurately reported to CALPADS to ensure reliable and valid data for the CDE Dashboard. The team consists of PCI’s Director of Student Services, Assistant Director of Student Services, IT Manager, IT support staff, and school counselor leads from all 4 schools. The team meets monthly to ensure all data and systems are accurate and meeting all CDE deadlines prior to the close of the amendment period in August.

PCI and school staff believe that having more high school students access community college courses and completing more a-g courses by their senior year will provide opportunities for students to access the “college environment” sooner and enhance all schools’ performances on the College and Career Indicator.

## Heritage Peak Dashboard Data Comparison 18/19-20/21

### 2018-2019 Dashboard Data (117 Cohort Grads)

a-g Completers	0
CTE Pathway Completers	4
Completed 1 College Course	0
Completed 2+ College Courses	4

### 2018-2019 Counselor Reported Data

a-g Completers <sup>1</sup>	12
CTE Pathway Participants <sup>2</sup>	85
Completed 1 College Course <sup>3</sup>	6
Completed 2+ College Courses <sup>3</sup>	11

### 2019-2020 Dashboard Data (117 Cohort Grads)

a-g Completers	0
CTE Pathway Completers	11
Completed 1 College Course	8
Completed 2+ College Courses	13

### 2019-2020 Counselor Reported Data

a-g Completers <sup>1</sup>	11
CTE Pathway Participants <sup>2</sup>	77
Completed 1 College Course <sup>3</sup>	19
Completed 2+ College Courses <sup>3</sup>	19

### 2020-2021 Dashboard Data (112 Cohort Grads)

a-g Completers	14
CTE Pathway Completers	2
Completed 1 College Course	7
Completed 2+ College Courses	24

### 2020-2021 Counselor Reported Data

a-g Completers <sup>1</sup>	23
CTE Pathway Participants <sup>2</sup>	78
Completed 1 College Course <sup>3</sup>	12
Completed 2+ College Courses <sup>3</sup>	24

## Rio Valley Dashboard Data Comparison 18/19-20/21

### 2018-2019 Dashboard Data (142 Cohort Grads)

a-g Completers	0
CTE Pathway Completers	15
Completed 1 College Course	0
Completed 2+ College Courses	0

### 2018-2019 Counselor Reported Data

a-g Completers <sup>1</sup>	13
CTE Pathway Participants <sup>2</sup>	71
Completed 1 College Course <sup>3</sup>	1
Completed 2+ College Courses <sup>3</sup>	9

### 2019-2020 Dashboard Data (142 Cohort Grads)

a-g Completers	0
CTE Pathway Completers	11
Completed 1 College Course	6
Completed 2+ College Courses	3

### 2019-2020 Counselor Reported Data

a-g Completers <sup>1</sup>	16
CTE Pathway Participants <sup>2</sup>	78
Completed 1 College Course <sup>3</sup>	19
Completed 2+ College Courses <sup>3</sup>	10

### 2020-2021 Dashboard Data (107 Cohort Grads)

a-g Completers	4
CTE Pathway Completers	4
Completed 1 College Course	16
Completed 2+ College Courses	6

### 2020-2021 Counselor Reported Data

a-g Completers <sup>1</sup>	5
CTE Pathway Participants <sup>2</sup>	57
Completed 1 College Course <sup>3</sup>	16
Completed 2+ College Courses <sup>3</sup>	7

## Sutter Peak Dashboard Data Comparison 18/19-20/21

### 2018-2019 Dashboard Data (21 Cohort Grads)

a-g Completers	0
CTE Pathway Completers	0
Completed 1 College Course	0
Completed 2+ College Courses	0

### 2018-2019 Counselor Reported Data

a-g Completers <sup>1</sup>	1
CTE Pathway Participants <sup>2</sup>	19
Completed 1 College Course <sup>3</sup>	1
Completed 2+ College Courses <sup>3</sup>	11

### 2019-2020 Dashboard Data (24 Cohort Grads)

a-g Completers	0
CTE Pathway Completers	0
Completed 1 College Course	0
Completed 2+ College Courses	3

### 2019-2020 Counselor Reported Data

a-g Completers <sup>1</sup>	0
CTE Pathway Participants <sup>2</sup>	16
Completed 1 College Course <sup>3</sup>	1
Completed 2+ College Courses <sup>3</sup>	5

### 2020-2021 Dashboard Data (32 Cohort Grads)

a-g Completers	6
CTE Pathway Completers	0
Completed 1 College Course	0
Completed 2+ College Courses	13

### 2020-2021 Counselor Reported Data

a-g Completers <sup>1</sup>	6
CTE Pathway Participants <sup>2</sup>	17
Completed 1 College Course <sup>3</sup>	2
Completed 2+ College Courses <sup>3</sup>	13

## Valley View Dashboard Data Comparison 18/19-20/21

### 2018-2019 Dashboard Data (13 Cohort Grads)

a-g Completers	0
CTE Pathway Completers	1
Completed 1 College Course	0
Completed 2+ College Courses	0

### 2018-2019 Counselor Reported Data

a-g Completers <sup>1</sup>	3
CTE Pathway Participants <sup>2</sup>	10
Completed 1 College Course <sup>3</sup>	0
Completed 2+ College Courses <sup>3</sup>	6

### 2019-2020 Dashboard Data (26 Cohort Grads)

a-g Completers	0
CTE Pathway Completers	0
Completed 1 College Course	1
Completed 2+ College Courses	9

### 2019-2020 Counselor Reported Data

a-g Completers <sup>1</sup>	12
CTE Pathway Participants <sup>2</sup>	8
Completed 1 College Course <sup>3</sup>	0
Completed 2+ College Courses <sup>3</sup>	16

### 2020-2021 Dashboard Data (27 Cohort Grads)

a-g Completers	5
CTE Pathway Completers	1
Completed 1 College Course	1
Completed 2+ College Courses	6

### 2020-2021 Counselor Reported Data

a-g Completers <sup>1</sup>	5
CTE Pathway Participants <sup>2</sup>	19
Completed 1 College Course <sup>3</sup>	3
Completed 2+ College Courses <sup>3</sup>	15

Data notes:

<sup>1</sup>a-g: Schools recently adjusted to accurately capturing a-g completers in PowerSchool. The data can now be reflected in CALPADS from which a-g data is pulled. Three of our four PCI schools match the data reported by our counselors. There were several missing data points and errors made which were corrected after the amendment period in CALPADS.

<sup>2</sup>CTE Completion vs. CTE Participants. The definition of a CTE Completer for Dashboard purposes is, "A CTE pathway completion consists of: Finishing a sequence of courses totaling at least 300 hours and completing a capstone course with a grade of C minus or better."

Although our online CTE courses end in a recognized industry certification, they are not counted as a pathway as they can be completed in one semester and do not include a credentialed CTE instructor as required for pathway completion.

The "CTE Completers" on our HPCS and RVCS dashboards is attributed to our CTE Medical Careers Pathway.

<sup>3</sup>Dual Enrollment in College Courses: Some slight variations in overall numbers can be attributed to distinct factors. For instance, schools rely on students to submit college transcripts to staff which are often received as late as the following semester or after staff have completed entering courses into CALPADS. Additionally, while our schools may continue to update local data cannot update CALPADS beyond the amendment period in August.

CDE End-of-Year (EOY)1 data submissions: Course completions grades 7-12, CTE participants, concentrators, and completers:

- Official submission window: May 9<sup>th</sup>, 2022 to July 29<sup>th</sup>, 2022
- Certification deadline: July 29<sup>th</sup>, 2022
- Amendment window: July 30<sup>th</sup>, 2022 to August 26<sup>th</sup>, 2022



# Pacific Charter Institute

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

## *BOARD OF DIRECTORS MEETING*

**DATE:** March 10, 2022

**AGENDA ITEM:** #8.3 New Pacific School Implementation Plan

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### **Background:**

PCI's **5th** charter school and **1st** site-based school, New Pacific School, was approved on February 10<sup>th</sup> by Roseville Joint Union High School District. Dr. Paul Keefer, Executive Director will present the New Pacific School Implementation Plan.

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### **RECOMMENDED ACTION:**

**Information only, no action required.**



# Implementation Plan 2022-2023



**Pacific Charter Institute**

# Our Journey in 2022-2023

Real Estate

Staffing

Student  
Recruitment

Business Services

Professional  
Development

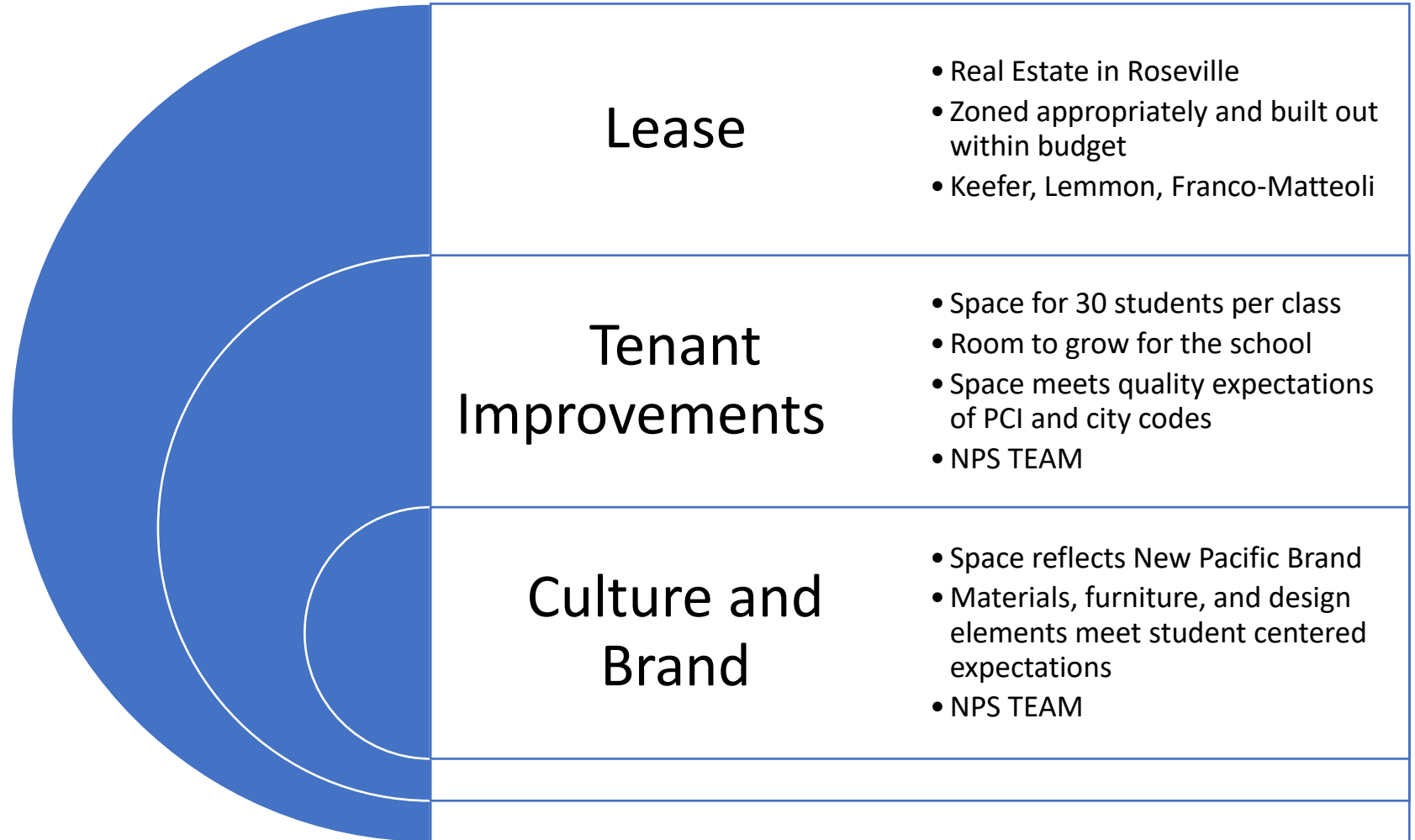
Academic Accountability

Information Technology

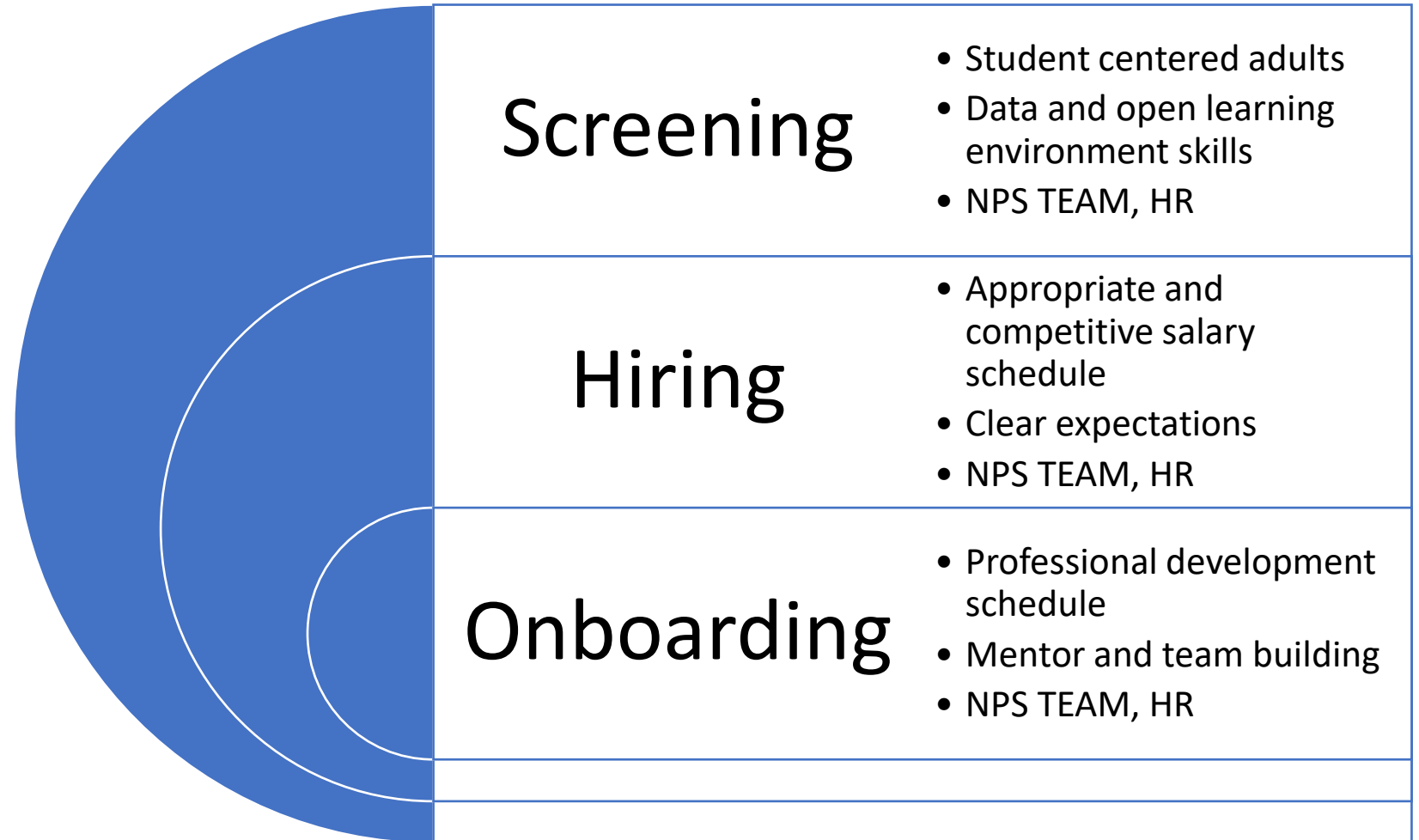




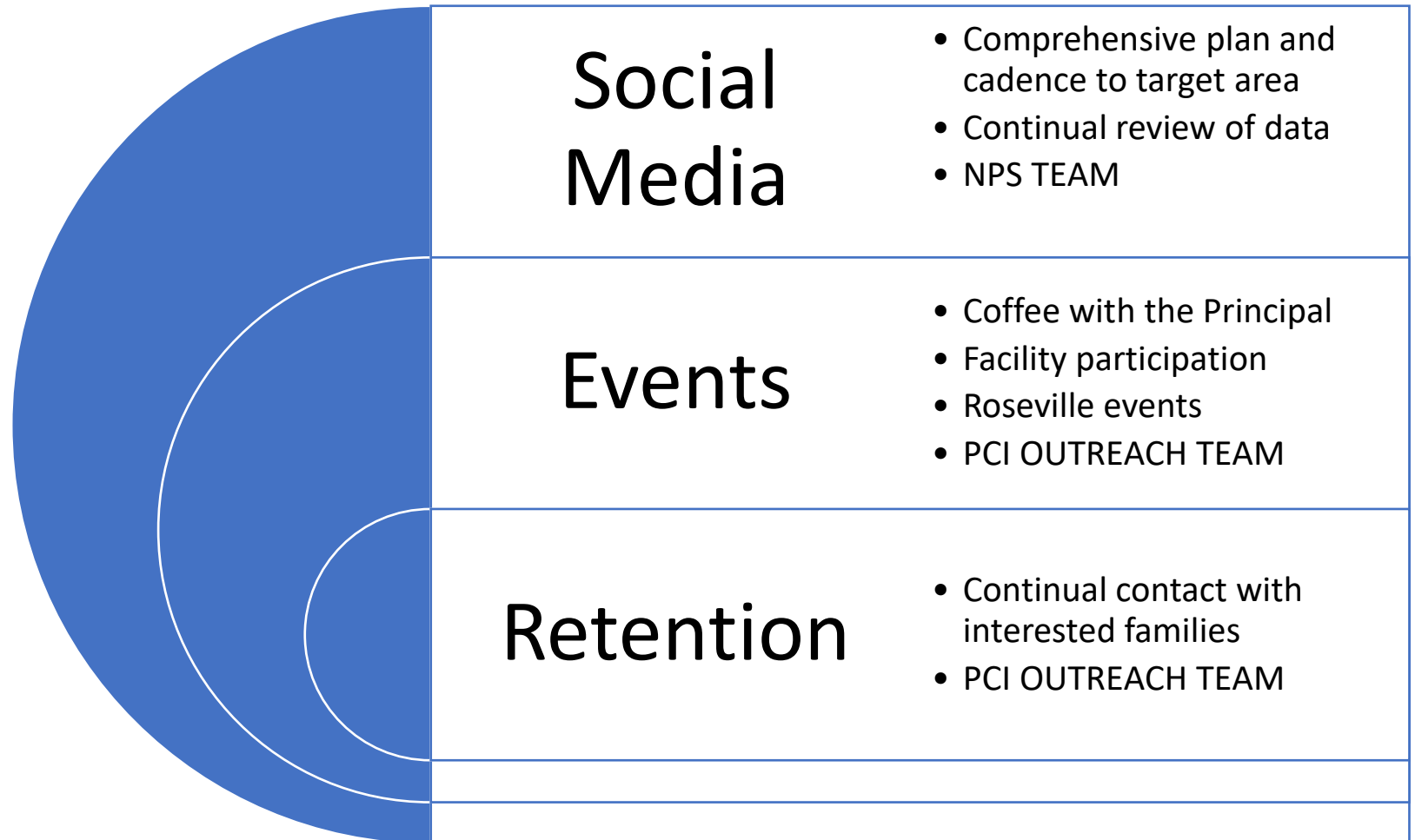
**REAL ESTATE**  
**March – August 2022**



**STAFFING**  
**March-May 2022**

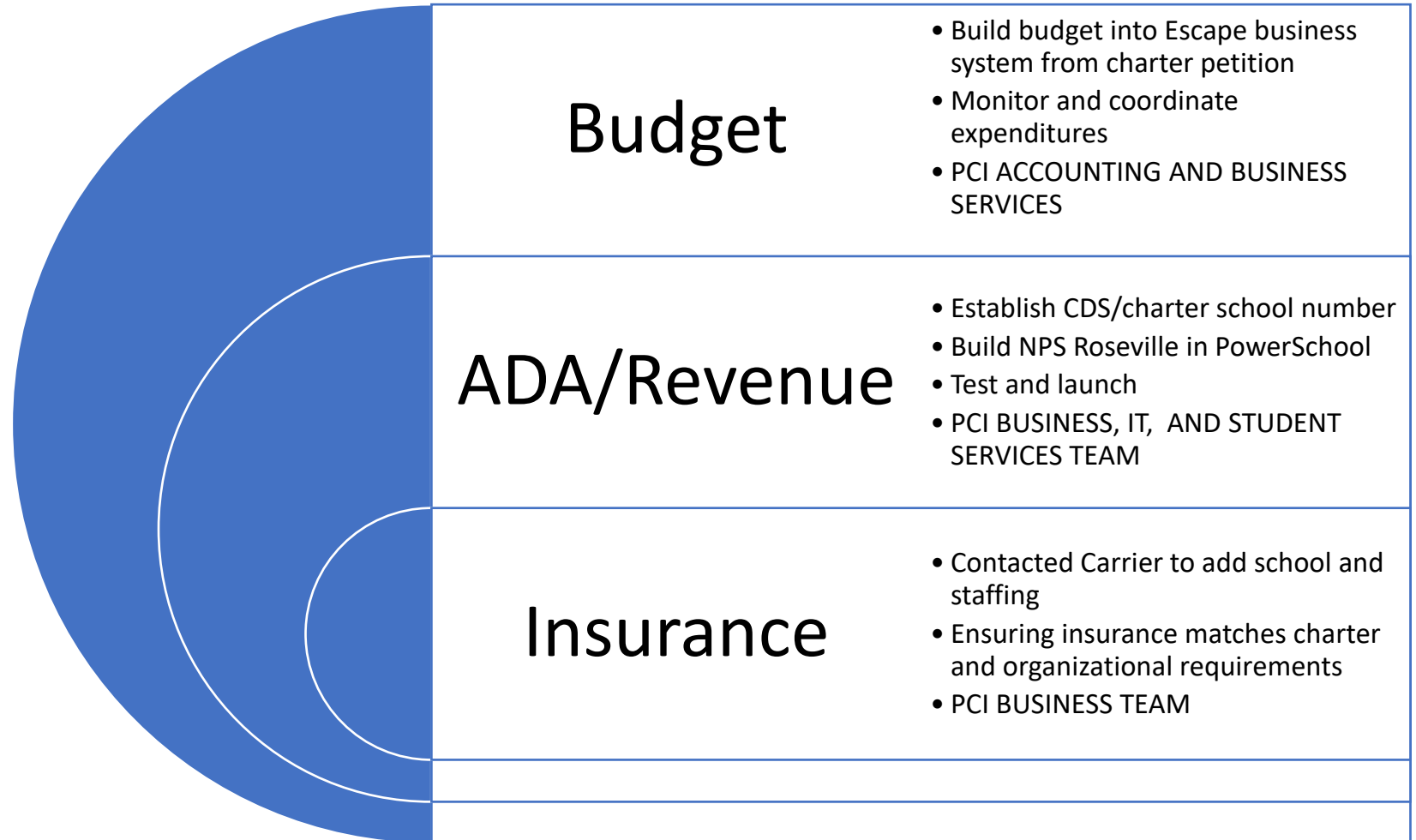


**STUDENT RECRUITMENT**  
**March-August 2022**



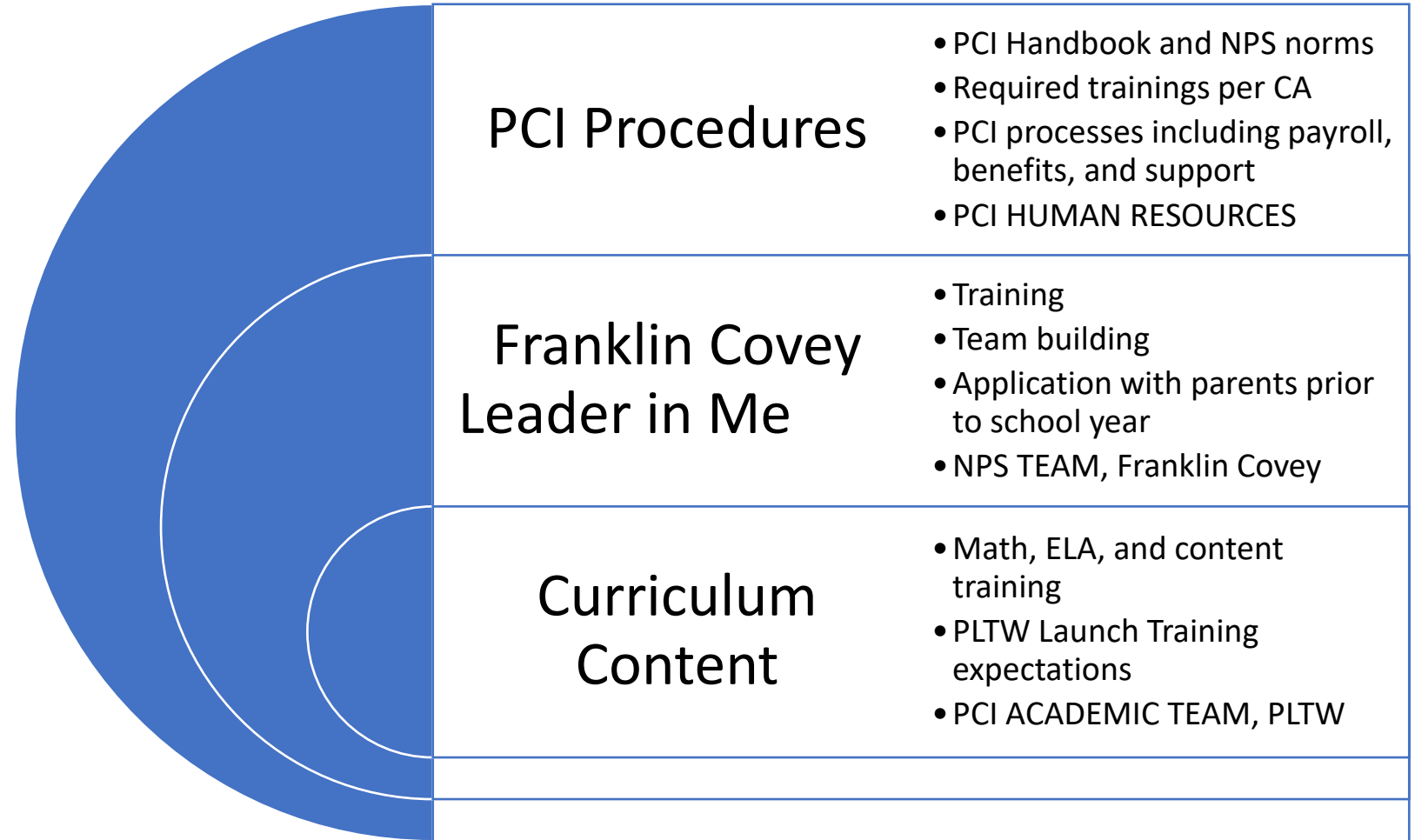


**BUSINESS SERVICES**  
**March 2022 – June 2023**



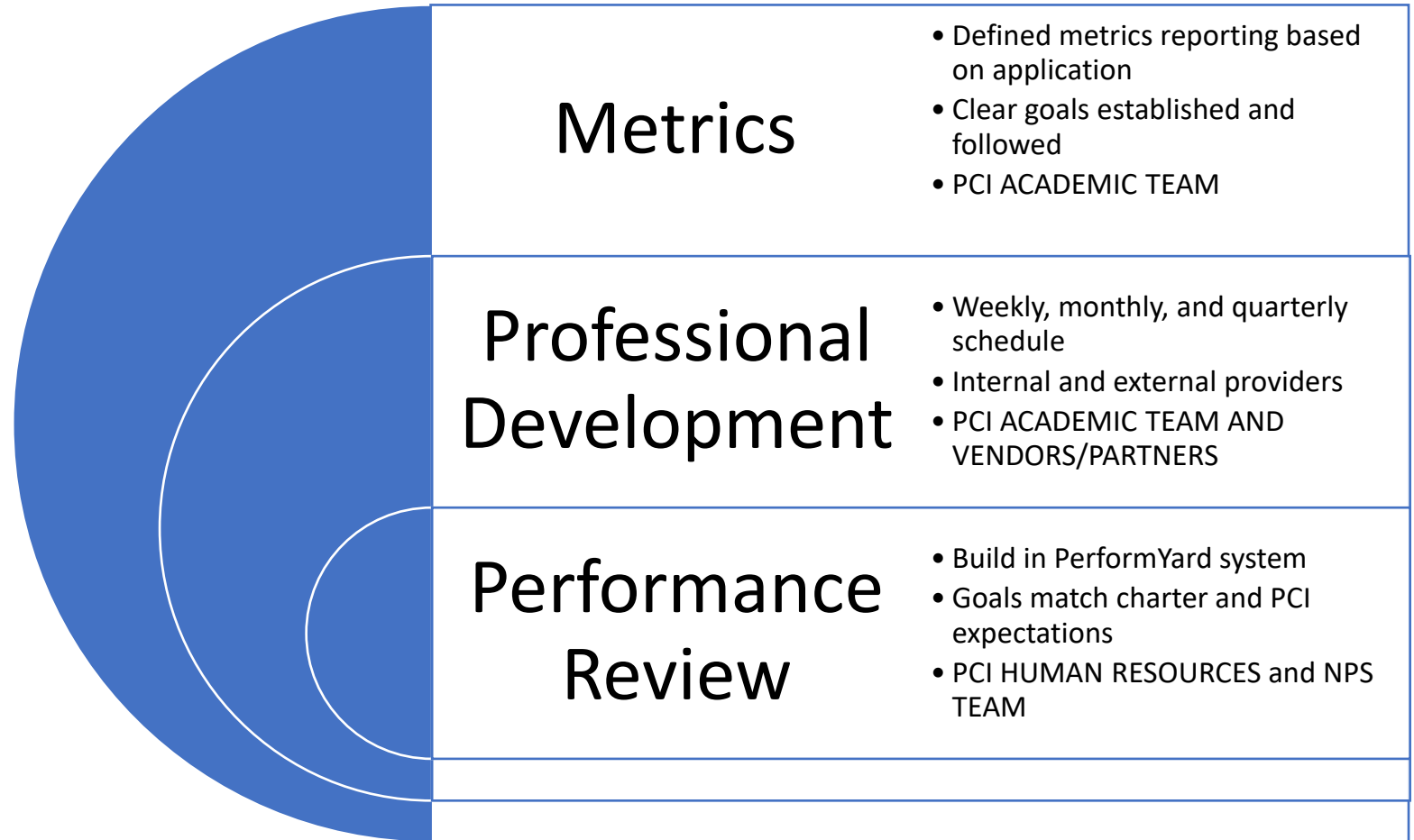


**PROFESSIONAL  
DEVELOPMENT  
May-August 2022**





**ACADEMIC  
ACCOUNTABILITY  
March 2022 – June  
2023**



## Metrics

- Defined metrics reporting based on application
- Clear goals established and followed
- PCI ACADEMIC TEAM


## Professional Development

- Weekly, monthly, and quarterly schedule
- Internal and external providers
- PCI ACADEMIC TEAM AND VENDORS/PARTNERS

## Performance Review

- Build in PerformYard system
- Goals match charter and PCI expectations
- PCI HUMAN RESOURCES and NPS TEAM

**Information  
Technology March  
2022-August 2023**



<h2>Internet</h2>	<ul style="list-style-type: none"><li>• Evaluate and work with providers in the service area</li><li>• Install hardware and software</li><li>• PCI INFORMATION TECHNOLOGY</li></ul>
<h2>One to One Computing</h2>	<ul style="list-style-type: none"><li>• Evaluate and purchase computers for students and staff</li><li>• Work with the NPS TEAM for workstations</li><li>• PCI INFORMATION TECHNOLOGY</li></ul>
<h2>Professional Development</h2>	<ul style="list-style-type: none"><li>• Develop and implement PD for teachers, students, and staff</li><li>• Establish protocols for support</li><li>• PCI INFORMATION TEAM</li></ul>