



Pacific Charter Institute

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

Board of Directors

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

Regular Meeting of the Board of Directors Monday, June 13th, 2022 at 9:30 a.m.

1401 El Camino Avenue, Suite 510, Sacramento, CA 95815

Teleconference Locations:

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. Members of the public are encouraged to participate in the meeting by submitting written comments by email to: leanna.comer@pacificcharters.org. 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. Additionally, during the meeting any questions or comments may be submitted via the Q&A or chat features on Zoom or a participant may use the "raise hand" tool. 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 prior to the meeting if you have questions about this process.

Access to Board Materials: A copy of the written materials which will be submitted to the Board may be reviewed by any interested persons on PCI's website along with this agenda following the posting of the meeting agenda at least 72 hours in advance of this board meeting.

Disability Access: Requests for disability-related modifications or accommodations to participate in this public meeting should be made 24 hours prior to the meeting by calling 866-992-9033, ext. 3000. All efforts will be made for reasonable accommodations. The agenda and public documents can be modified upon request as required by Section 202 of the Americans with Disabilities Act.

AGENDA

1. Call to Order & Roll Call

2. Adoption of Agenda

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 by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them. The Executive Director recommends approval of all consent agenda items. Any agenda items removed will be voted upon following the motion to approve the Consent Agenda Items.

1. Approve meeting minutes- March 10, 2022
2. Approve 2022-2023 LCAP: Heritage Peak Charter School
3. Approve 2022-2023 LCAP: Rio Valley Charter School
4. Approve 2022-2023 LCAP: Sutter Peak Charter Academy
5. Approve 2022-2023 LCAP: Valley View Charter Prep
6. Approve PCI 2022-2023 Adopted Budgets-2020/2021 Estimated Actuals for Heritage Peak Charter; Rio Valley Charter School; Valley View Charter Prep; Sutter Peak Charter Academy

5. Business Items

1. Board of Directors Election of Officers
2. 2022-2023 Board of Directors Calendar

6. Recognition

1. Larry Pastore, PCI Corporate Accountant, service ending June 30, 2022

7. Future Meetings: TBD

8. Adjournment

Note: If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting, please contact the Executive Director, 866-992-9033, ext. 3000 at least 24 hours before the scheduled board meeting. [Government Code §54954.2] [Americans With Disabilities Act of 1990, §202].



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BOARD OF DIRECTORS MEETING

DATE: June 13, 2022

AGENDA ITEM: #4 Consent Agenda Items 4.1-4.6

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 March 10, 2022 Regular Meeting Minutes
2. 2022-2023 LCAP: Heritage Peak Charter School- Dr. Paul Keefer, Executive Director
3. 2022-2023 LCAP: Rio Valley Charter School- Ms. Leslie Leedy, Director
4. 2022-2023 LCAP: Sutter Peak Charter Academy- Ms. Heather Marshall, Director
5. 2022-2023 LCAP: Valley View Charter Prep- Mr. John Mittan, Director
6. PCI 2022-2023 Adopted Budgets-2021/2022 Estimated Actuals for Heritage Peak Charter; Rio Valley Charter School; Valley View Charter Prep; Sutter Peak Charter Academy- Mr. Larry Pastore, Corporate Accountant

RECOMMENDED ACTION:

Board of Directors approve the Consent Agenda Items.



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BOARD OF DIRECTORS MEETING

DATE: June 13, 2022

AGENDA ITEM: #4.1- Adoption of Minutes

Background:

Presented minutes include:

1. March 10, 2022 Regular Meeting Minutes

RECOMMENDED ACTION:

Board of Directors approve adoption of presented minutes.



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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

Minutes

Regular Meeting of the Board of Directors

Thursday, March 10, 2022 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: President Fortune called the meeting to order at 9:31 a.m. and a quorum was established

Directors Present: Brennan, Quadros, Modlin, Prentice, Fortune

Directors Absent: Miller

Please note that Alpana Carey joined the meeting at 10:40am

2. **Adoption of Agenda – Dr. Fortune- proposed adding addenda item 8.4 - a report from Martha and Alpana regarding their Broadway**

Adoption of Agenda: APPROVED as amended

Motion: Prentice

Second: Modlin

Vote: By a 5-0 vote, the members Approved

Ayes: Brennan, Quadros, Modlin, Prentice, Fortune

No: None

3. **Public Comments:** None

4. **Consent Agenda Items:** APPROVED

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

Motion: Brennan

Second: Prentice

Vote: By a 5-0 vote, the members Approved

Ayes: Brennan, Quadros, Modlin, Prentice, Fortune

No: None



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5. Closed Session

The Board entered into closed session at 9:35am

6. Announcement of Action(s) Taken in Closed Session 10:13am

NO action was taken

7. Business Items

1. Second Interim Report 2021-2022 – Mr. Larry Pastore, Corporate Accountant- Discussed budget forecast and salary increase
APPROVED
Motion: Modlin
Second: Prentice
Vote: By a 6-0 vote, the members Approved
Ayes: Brennan, Carey, Quadros, Modiln, Prentice, Fortune
No: None

2. Adopt BP 4001 Tuition Assistance Policy – Ms. Catherine Fiddy, Human Resources Manager
APPROVED
Motion: Prentice
Second: Brennan
Vote: By a 6-0 vote, the members Approved
Ayes: Brennan, Carey, Quadros, Modiln, Prentice, Fortune
No: None

3. Real Estate- Lease for New Pacific School in Roseville- Dr. Paul Keefer, Executive Director
APPROVED- approval to enter a lease agreement over \$100k for NPS
Motion: Brennan
Second: Quadros
Vote: By a 6-0 vote, the members Approved
Ayes: Brennan, Carey, Quadros, Modiln, Prentice, Fortune
No: None



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4. Board of Directors Election of Secretary
APPROVED- Jean-Paul Prentice as Secretary
Motion: Modlin
Second: Brennan
Vote: By a 6-0 vote, the members Approved
Ayes: Brennan, Carey, Quadros, Modiln, Prentice, Fortune
No: None

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
SPCA- students that are below participate in weekly interventions. Teachers know where every student is at every single week, and this encourages teacher collaboration. Teachers are offering additional classes, using new online reading program, over 50% of high school students are enrolled in a jr. college class. VVCP- focal 3 intervention exact path plan, 9-12th grade students do well on testing, confident CAASP scores will increase, tracking teacher office hours and content. RVCS- Over 60% of students are exceeding reading levels, targeted reading instruction, possibly extending summer school, giving parents some alternative intervention options. HPCS- 3rd and 5th grade are best performers in English and math, teachers are monitoring specific students, teachers and tutors working together to identify student needs, want to publish results to use as a recruitment tool.
 2. College and Career Indicator Report- Mr. Tim Ribota, Director of Student Services
Tim Ribota- discussed California dashboard, looked at strengths and expected outcomes, encouraging high school students to complete at least two college courses by graduation.
 3. New Pacific School Implementation Plan- Dr. Paul Keefer, Executive Director
Dr Keefer- NPS was as approved by Roseville Joint Unified District on February, provided update, receiving applications for TK-5th grade, expressed appreciation for RJUD.
 4. Board member site visit to Broadway- Ms. Martha Quadros, Ms. Aplana Carey, Dr. Rex Fortune
Ms. Martha Quadros reported- Ms. Amber Eberhardt lead the site tour. Environment was very open and welcoming, kids seemed comfortable, impressed with counseling information, interested in demographics for each



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site/program, wants to know more about DIBELS, really enjoyed the visit and very eye opening, and seeing the difference.

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

10. **Adjournment- 11:38am**

APPROVED-

Motion: Prentice

Second: Modlin

Vote: By a 6-0 vote, the members Approved

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

No: None



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BOARD OF DIRECTORS MEETING

DATE: June 13, 2022

AGENDA ITEM: #5.1 – Board of Directors Election of Officers

Background:

Officers of the Board of Directors are elected on a yearly basis.

The positions include: President, Vice President, Secretary and Treasurer.

The current Board officers are:

President:	Dr. Rex Fortune
Vice President:	Judy Miller
Secretary:	Jean-Paul Prentice
Treasurer:	Joshua Modlin

RECOMMENDED ACTION:

Board of Directors elect officers of the board for the 2022-2023 school year.



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BOARD OF DIRECTORS MEETING

DATE: June 13, 2022

AGENDA ITEM: #5.2 2022-2023 Board of Directors Calendar

Background:

The PCI Board will discuss and decide on the board meeting dates for the 2022-2023 school year.

Proposed Dates:
September 8, 2022
December 8, 2022
March 9, 2023
June 8, 2023
June 12, 2023

RECOMMENDED ACTION:

Board of Directors approve a new board-meeting calendar for the 2022-2023 school year.



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BOARD OF DIRECTORS MEETING

DATE: June 13, 2022

AGENDA ITEM: #6/1 – Mr. Larry Pastore, PCI Corporate Accountant-Retiring

Background:

Pacific Charter Institute would like to recognize and thank Mr. Larry Pastore for his commitment, dedication, and service to Pacific Charter Institute. Larry Pastore has been a valued PCI staff member since 2007.
