



Pacific Charter Institute

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

Board of Directors

John Brennan Rex Fortune, Ph.D. Beth Kay Judy Miller
Joshua Modlin Jean-Paul Prentice

AGENDA

Regular Meeting of the Board of Directors

Thursday, September 9, 2021 at 9:30 a.m.

1401 El Camino Ave #510

Sacramento, CA 95815

and

This meeting will be by teleconference pursuant to Executive Orders N-25-20 and N-29-20.

The Board of Directors (“Board”) and employees of Pacific Charter Institute shall meet via the Zoom meeting platform. Members of the public who wish to access this Board meeting may do so at <https://zoom.us/j/97076546765>

You may also call in using the Zoom phone number: US: +1 669 900 6833

Meeting ID: 970 7654 6765

Members of the public who wish to comment during the Board meeting may use the “raise hand” tool on the Zoom platform. Members of the public calling in will be given the opportunity to address the Board during the meeting. Individual comments will be limited to three (3) minutes. If an interpreter is needed for comments, they will be translated to English and the time limit shall be six (6) minutes. The Board may limit the total time for public comment to a reasonable time. The Board reserves the right to mute or remove a participant from the meeting if the participant unreasonably disrupts the Board meeting.

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 the Pacific Charter Institute’s website along with this agenda following the posting of the agenda at least 72 hours in advance of this 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.



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 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 June 10, 2021 Regular Meeting Minutes
2. Approve June 14, 2021 Regular Meeting Minutes
3. Approve August 3, 2021 Special Meeting Minutes

5. Business Items

1. 2020/21 Unaudited Actuals Report for PCI- Mr. Larry Pastore, Corporate Accountant
2. 2021-2022 Comprehensive Safety Plan- Revision- Ms. Catherine Enos, Human Resources Manager
3. ESSER III Plan- Heritage Peak Charter- Mr. Scott Stack, Director
4. ESSER III Plan- Rio Valley Charter- Ms. Leslie Leedy, Director

6. Reports/Communications

1. 2021-2022 Reopening Update – School Directors
2. New Pacific School Update – Dr. Paul Keefer
3. New Board Member Onboarding Discussion – Dr. Paul Keefer

7. Future Meetings: December 9, 2021

8. 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: September 9, 2021

AGENDA ITEM: #4 Consent Agenda Items 4.1-4.3

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 June 10, 2021 Regular Meeting Minutes
2. Approve June 14, 2021 Regular Meeting Minutes
3. Approve August 3, 2021 Special Meeting Minutes

RECOMMENDED ACTION:

Board of Directors approve the Consent Agenda Items.



Pacific Charter Institute

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

Board of Directors

John Brennan
Joshua Modlin

Rex Fortune, Ph.D.
Jean-Paul Prentice

Beth Kay

Judy Miller
Kevin Smith-Fagan

MINUTES

DATE & TIME: **Thursday, June 10, 2021 @ 9:30 a.m.**

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

1. **Call to Order:** President Fortune called the meeting to order at 9:31 a.m. and a quorum was established
Roll Call: Directors Present: Brennan, Miller, Modlin, Prentice, Smith-Fagan, Fortune
Directors Absent: Kay
2. **Adoption of Agenda: APPROVED**
Motion: Miller
Second: Smith-Fagan
Vote: By a 6-0 vote, the members Approved the agenda
Ayes: Brennan, Miller, Modlin, Prentice, Smith-Fagan, Fortune
No: None
3. **Public Comments:** None
4. **PUBLIC HEARING:** President Fortune opened the Public Hearing at 9:34am. Each school director discussed goals and strategies as presented in the LCAPs. Mr. Pastore presented the budgets and answered questions from the board members. President Fortune closed the Public Hearing at 10:12am.
 1. 2021-2022 LCAP: Heritage Peak Charter School- Mr. Scott Stack, Director
 2. 2021-2022 LCAP: Rio Valley Charter School- Ms. Leslie Leedy, Director
 3. 2021-2022 LCAP: Sutter Peak Charter Academy- Ms. Heather Marshall, Director
 4. 2021-2022 LCAP: Valley View Charter Prep- Mr. John Mittan, Director
 5. PCI 2021-2022 Adopted Budgets-2020/2021 Estimated Actuals for Heritage Peak Charter; Rio Valley Charter School; Valley View Charter Prep; Sutter Peak Charter Academy- Mr. Larry Pastore, Corporate Accountant
5. **Reports/Communications**
 1. SB 359 Status Report 9th Grade Math Placements- Mr. Tim Ribota, Director of Student Services, presented the Status Report and discussed that the student test scores continue to make gains.
 2. PCI Student Achievement Strategic Agility Goals: The PCI School Directors discussed the progress made and gave updates on early literacy, intervention plans, writing development strategies and NWEA MAP testing.

6. Business Items: APPROVED

1. PCI Site Based Charter School Approval- Mr. Romyl Mabanta, Site Leader, and Ms. Laura Kerr presented and discussed the opportunity to open site-based charter schools that provide a personalized approach focusing on the whole child including social and emotional learning.

Motion: Prentice

Second: Modlin

Vote: By a 6-0 vote, the members Approved PCI Site Based Schools

Ayes: Brennan, Miller, Modlin, Prentice, Smith-Fagan, Fortune

No: None

- 7. Closed Session:** At 11:40 a.m. President Fortune called the closed session to order to discuss the following item:

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

- 8. Announcement of Action(s) Taken in Closed Session:** The Board of Directors returned to Open Session at 12:40 p.m. at which time President Fortune announced that there was No Action taken.

9. Business Items

1. Required Oral Report Regarding Executive Director Employment Agreement Compensation – Dr. Fortune, PCI Board President
The Board reviewed the annual performance evaluation of the Executive Director in closed session and the recommended new employment agreement under consideration provides for the following primary terms:

- the Executive Director contract will be extended another year, to be evergreened for three years
- there will be a 5% increase from the previous year's base pay of 210,019 for a salary of \$220,520 in the 21/22 SY, with a total compensation package to include longevity and education stipends the same as are provided to all employees
- the Executive Director will continue to be eligible for benefits the same as provided to all full-time employees

2. Approval of Executive Director Employment Agreement for 2021-2022 School Year:

APPROVED

Motion: Brennan

Second: Miller

Vote: By a 6-0 vote, the members Approved the Executive Director's Employment Agreement

Ayes: Brennan, Miller, Modlin, Prentice, Smith-Fagan, Fortune

No: None

- 10. Future Meetings:** June 14, 2021

11. **Adjournment:** 12:43 p.m.

Motion: Brennan

Second: Miller

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

Ayes: Brennan, Miller, Modlin, Prentice, Smith-Fagan, Fortune

No: None

Adoption Date

Dr. Fortune, Board President
PCI Board of Directors



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Board of Directors

John Brennan

Joshua Modlin

Rex Fortune, Ph.D.

Jean-Paul Prentice

Beth Kay

Judy Miller

Kevin Smith-Fagan

MINUTES

DATE & TIME: **Thursday, June 14, 2021 @ 9:30 a.m.**

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

1. **Call to Order:** President Fortune called the meeting to order at 9:30 a.m. and a quorum was established
Roll Call: Directors Present: Brennan, Kay, Miller, Modlin, Prentice, Smith-Fagan, Fortune
Directors Absent:
2. **Adoption of Agenda: APPROVED**
Motion: Miller
Second: Prentice
Vote: By a 7-0 vote, the members Approved the agenda
Ayes: Brennan, Kay, Miller, Modlin, Prentice, Smith-Fagan, Fortune
No: None
3. **Public Comments:** None
4. **Consent Agenda Items: APPROVED**
 1. Approve March 11, 2021 meeting minutes
 2. Approve May 27, 2021 special meeting minutes
 3. 2021-2022 LCAP: Heritage Peak Charter School- Mr. Scott Stack, Director
 4. 2021-2022 LCAP: Rio Valley Charter School- Ms. Leslie Leedy, Director
 5. 2021-2022 LCAP: Sutter Peak Charter Academy- Ms. Heather Marshall, Director
 6. 2021-2022 LCAP: Valley View Charter Prep- Mr. John Mittan, Director
 7. PCI 2021-2022 Adopted Budgets-2020/2021 Estimated Actuals for Heritage Peak Charter; Rio Valley Charter School; Valley View Charter Prep; Sutter Peak Charter Academy- Mr. Larry Pastore, Corporate Accountant**Motion: Brennan**
Second: Kay
Vote: By a 7-0 vote, the members Approved the Consent Agenda Items
Ayes: Brennan, Kay, Miller, Modlin, Prentice, Smith-Fagan, Fortune
No: None
5. **Closed Session:** At 9:35 a.m. President Fortune called the closed session to order to discuss the following item:
 1. Conference with Legal Counsel- Anticipated Litigation (1 case), G.C.54956.9 (b)

6. **Announcement of Action(s) Taken in Closed Session:** The Board of Directors returned to Open Session at 10:40 a.m. at which time President Fortune announced that there was No Action taken

7. **Business Items**

1. Board of Directors Election of Officers - **APPROVED**

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

Motion: Smith-Fagan

Second: Prentice

Vote: By a 7-0 vote, the members Approved the Election of Officers

Ayes: Brennan, Kay, Miller, Modlin, Prentice, Smith-Fagan, Fortune

No: None

2. 2021-2022 Board of Directors Calendar: **APPROVED**

September 9, 2021

December 9, 2021

March 10, 2022

June 9, 2022

June 13, 2022

Motion: Smith- Fagan

Second: Kay

Vote: By a 7-0 vote, the members Approved the 21-22 Board of Directors Calendar

Ayes: Brennan, Kay, Miller, Modlin, Prentice, Smith-Fagan, Fortune

No: None

8. **Recognition**

1. Kevin Smith-Fagan, PCI Board Member, service ending June 30, 2021: The Board and Dr. Keefer expressed their gratitude and appreciation for Kevin's service.

9. **Future Meetings:** September 9, 2021

10. Adjournment: 10:50 a.m.

Motion: Miller

Second: Prentice

Vote: By a 7-0 vote, the members Approved to Adjourn the meeting

Ayes: Brennan, Kay, Miller, Modlin, Prentice, Smith-Fagan, Fortune

No: None

Adoption Date

Dr. Fortune, Board President
PCI Board of Directors



Pacific Charter Institute

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Board of Directors

John Brennan
Joshua Modlin

Rex Fortune, Ph.D.
Jean-Paul Prentice

Beth Kay

Judy Miller
Kevin Smith-Fagen

MINUTES

DATE & TIME: **Tuesday, August 3, 2021 @ 9:30 a.m.**

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

1. **Call to Order:** President Fortune called the meeting to order at 9:31 a.m. and a quorum was established
Roll Call: Directors Present: Brennan, Miller, Modlin, Prentice, Fortune
Directors Absent: Kay
2. **Adoption of Agenda: APPROVED**
Motion: Prentice
Second: Miller
Vote: By a 5-0 vote, the members Approved the agenda
Ayes: Brennan, Miller, Modlin, Prentice, Fortune
No: None
3. **Public Comments:** None
4. **Business Items**
 1. 2021-2022 Consolidated Application-Application for Funding: Heritage Peak Charter - Mr. Larry Pastore, Corporate Accountant: **APPROVED**
Motion: Prentice
Second: Miller
Vote: By a 5-0 vote, the members Approved the Consolidated App for Heritage Peak
Ayes: Brennan, Miller, Modlin, Prentice, Fortune
No: None
 2. 2021-2022 Consolidated Application- Application for Funding: Rio Valley Charter School - Mr. Larry Pastore, Corporate Accountant: **APPROVED**
Motion: Prentice
Second: Miller
Vote: By a 5-0 vote, the members Approved the Consolidated App for Rio Valley
Ayes: Brennan, Miller, Modlin, Prentice, Fortune
No: None

3. Adopt Revised BP 0001 Independent Study Policy- Dr. Paul Keefer, Executive Director:
APPROVED

Motion: Brennan

Second: Miller

Vote: By a 5-0 vote, the members Approved the revised BP 0001

Ayes: Brennan, Miller, Modlin, Prentice, Fortune

No: None

5. **Future Meetings:** September 9, 2021

6. **Adjournment:** 9:58 am

Motion: Miller

Second: Prentice

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

Ayes: Brennan, Miller, Modlin, Prentice, Smith-Fagan, Fortune

No: None

Adoption Date

Dr. Fortune, Board President
PCI Board of Directors



Pacific Charter Institute

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BOARD OF DIRECTORS MEETING

DATE: September 9, 2021

AGENDA ITEM: #5.1 – 2020/21 Unaudited Actuals Report

Background:

Mr. Larry Pastore, Corporate Accountant, will present and discuss this item. The due dates for the annual financial statements (unaudited actuals reports) are specified in *Education Code* sections 1628 (for counties) and 42100 (for districts). The dates are (a) September 15 for district reports to be submitted to the county offices and county office reports to be submitted to the Superintendent of Public Instruction (SPI) and (b) October 15 for county offices to submit their districts' reports to the SPI.

RECOMMENDED ACTION:

Board of Directors approve the 2020/21 Unaudited Actuals.

PACIFIC CHARTER INSTITUTE

Unaudited Actuals

2020-21

1401 El Camino Avenue

Sacramento, CA 95815

866-992-9033

Heritage Peak Charter School
Statement of Revenues, Expenditures and Changes in Fund Balance
Unaudited Actuals
2020-21

	<u>Budget</u>	<u>Actual</u>
<u>Revenues:</u>		
LCFF Sources	\$10,132,826	\$10,048,491
Federal	1,162,031	557,351
State	1,079,846	1,498,004
Local	504,161	431,154
	<u>12,878,864</u>	<u>12,535,000</u>
<u>Expenditures:</u>		
Certificated Salaries	6,433,187	6,438,043
Classified Salaries	469,593	499,362
Employee Benefits	2,065,425	2,748,119
Books & Supplies	1,390,740	1,225,111
Services	1,423,150	1,434,779
Capital Outlay	0	0
Other Outgo	303,324	360,986
Debt Service - Principal	0	0
Debt Service - Interest	0	0
PCI Cost Allocation:		
Administrative	1,387,469	1,450,024
Instructional	(768,220)	(851,175)
Special Education	(1,437,992)	(1,524,245)
	<u>11,266,676</u>	<u>11,781,004</u>
Excess	1,612,188	753,996
Fund Balance, Beginning	4,212,539	4,212,539
Fund Balance, Ending	<u>\$5,824,727</u>	<u>\$4,966,535</u>
<u>Components of Ending Fund Balance:</u>		
Designated Amounts:		
Reserve for Economic Uncertainty	\$563,334	\$589,050
Prepaid Expenditures	0	155,670
Restricted	1,403,963	414,349
Unappropriated	3,857,430	3,807,466
	<u>\$5,824,727</u>	<u>\$4,966,535</u>

**Heritage Peak Charter School
Revenue Detail
Unaudited Actuals
2020-21**

	<u>Object</u>	<u>Resource</u>	
<u>LCFF Sources:</u>			
LCFF	8011	0000	\$4,122,604
EPA	8012	1400	4,257,475
In-Lieu Property Taxes	8096	0000	1,668,412
Total Revenue Limit			<u>10,048,491</u>
<u>Federal:</u>			
Title I Part A	8290	3010	204,773
Title II Part A	8290	4035	19,363
Title IV Part A	8290	4127	16,819
ESSER I	8290	3210	182,146
LLMF	8290	3220	70,329
Special Education	8181	3310	63,921
			<u>557,351</u>
<u>State:</u>			
Mandate Block Grant	8550	0000	29,400
Lottery	8560	1100	259,830
Medi-Cal Billing	8590	5640	30,485
STRS On Behalf	8590	7690	676,454
LLMF	8590	7420	86,332
ELO	8590	7425	342,035
ELO	8590	7426	70,331
Other State	8590	0000	3,137
Total State Revenue			<u>1,498,004</u>
<u>Local:</u>			
Special Education	8792	6500	429,073
Other Local	8699	0000	2,081
Total Local Revenue			<u>431,154</u>
			<u>\$12,535,000</u>

Rio Valley Charter School
Statement of Revenues, Expenditures and Changes in Fund Balance
Unaudited Actuals
2020-21

	<u>Budget</u>	<u>Actual</u>
<u>Revenues:</u>		
LCFF Sources	\$8,135,112	\$8,124,006
Federal	903,465	390,072
State	860,049	930,352
Local	430,137	517,726
	<u>10,328,763</u>	<u>9,962,156</u>
<u>Expenditures:</u>		
Certificated Salaries	2,972,941	2,954,117
Classified Salaries	197,427	202,099
Employee Benefits	1,115,091	1,368,543
Books & Supplies	997,491	906,633
Services	1,397,450	1,318,469
Capital Outlay	0	0
Other Outgo	80,556	99,967
Debt Service - Principal	0	0
Debt Service - Interest	0	0
PCI Cost Allocation:		
Administrative	1,079,727	1,128,407
Instructional	313,785	347,842
Special Education	791,846	812,483
	<u>8,946,314</u>	<u>9,138,560</u>
Excess	1,382,449	823,596
Fund Balance, Beginning	2,612,465	2,612,465
Fund Balance, Ending	<u>\$3,994,914</u>	<u>\$3,436,061</u>
<u>Components of Ending Fund Balance:</u>		
Designated Amounts:		
Reserve for Economic Uncertainty (5%)	\$447,316	\$456,928
Prepaid Expenditures	0	125,046
Restricted	1,116,116	350,315
Unappropriated	2,431,482	2,503,772
	<u>\$3,994,914</u>	<u>\$3,436,061</u>

**Rio Valley Charter School
Revenue Detail
Unaudited Actuals
2020-21**

	<u>Object</u>	<u>Resource</u>	
<u>LCFF Sources:</u>			
LCFF	8011	0000	\$3,323,258
EPA	8012	1400	3,106,658
In-Lieu Property Taxes	8096	0000	1,694,090
Total Revenue Limit			<u>8,124,006</u>
 <u>Federal:</u>			
Title I Part A	8290	3010	168,043
Title II Part A	8290	4035	24,994
Title IV Part A	8290	4127	11,856
ESSER I	8290	3210	128,382
LLMF	8290	3220	56,797
Total Federal Revenue			<u>390,072</u>
 <u>State:</u>			
Mandate Block Grant	8550	0000	24,767
Lottery	8560	1100	202,298
STRS On Behalf	8590	7690	301,016
LLMF	8590	7420	69,720
ELO	8590	7425	272,786
ELO	8590	7426	56,423
Other State	8590	0000	3,342
Total State Revenue			<u>930,352</u>
 <u>Local:</u>			
Special Education	8792	6500	512,981
Interest	8660	0000	4,745
Total Local Revenue			<u>517,726</u>
			<u><u>\$9,962,156</u></u>

Valley View Charter Prep
Statement of Revenues, Expenditures and Changes in Fund Balance
Unaudited Actuals
2020-21

	Budget	Actual
<u>Revenues:</u>		
LCFF Sources	\$5,380,306	\$5,378,075
Federal	115,119	119,636
State	566,625	573,368
Local	367,916	377,194
	6,429,966	6,448,273
<u>Expenditures:</u>		
Certificated Salaries	1,673,976	1,661,348
Classified Salaries	178,476	172,512
Employee Benefits	599,868	722,777
Books & Supplies	956,091	641,526
Services	1,115,350	1,270,240
Capital Outlay	0	0
Other Outgo	131,660	107,562
Debt Service - Principal	0	0
Debt Service - Interest	0	0
PCI Cost Allocation:		
Administrative	803,549	839,777
Instructional	233,524	258,869
Special Education	316,738	369,310
	6,009,232	6,043,921
Excess	420,734	404,352
Fund Balance, Beginning	438,693	438,693
Fund Balance, Ending	\$859,427	\$843,045
<u>Components of Ending Fund Balance:</u>		
Designated Amounts:		
Reserve for Economic Uncertainty (5%)	\$300,462	\$302,196
Prepaid Expenditures	0	59,977
Restricted	376,852	210,489
Unappropriated	182,113	270,383
	\$859,427	\$843,045

**Valley View Charter Prep
Revenue Detail
Unaudited Actuals
2020-21**

	<u>Object</u>	<u>Resource</u>	
<u>LCFF Sources:</u>			
LCFF	8011	0000	\$5,171,273
EPA	8012	1400	122,144
In-Lieu Property Taxes	8096	0000	84,658
Total Revenue Limit			<u>5,378,075</u>
<u>Federal:</u>			
Special Education	8181	3310	82,267
LLMF	8290	3220	37,369
Total Federal Revenue			<u>119,636</u>
<u>State:</u>			
Mandate Block Grant	8550	0000	13,065
Lottery	8560	1100	150,476
STRS On Behalf	8590	7690	151,870
LLMF	8590	7420	45,872
ELO	8590	7425	173,151
ELO	8590	7426	37,338
Other State	8590	0000	1,596
Total State Revenue			<u>573,368</u>
<u>Local:</u>			
Special Education	8792	6500	373,319
Interest	8660	0000	3,875
Total Local Revenue			<u>377,194</u>
			<u>\$6,448,273</u>

Sutter Peak Charter Academy
Statement of Revenues, Expenditures and Changes in Fund Balance
Unaudited Actuals
2020-21

	<u>Budget</u>	<u>Actual</u>
<u>Revenues:</u>		
LCFF Sources	\$5,277,515	\$5,256,552
Federal	109,279	113,491
State	553,844	543,720
Local	348,232	352,237
	<u>6,288,870</u>	<u>6,266,000</u>
<u>Expenditures:</u>		
Certificated Salaries	1,687,747	1,697,729
Classified Salaries	95,855	95,855
Employee Benefits	467,491	610,119
Books & Supplies	1,017,226	606,551
Services	986,800	822,530
Capital Outlay	0	0
Other Outgo	210,952	211,485
Debt Service - Principal	0	0
Debt Service - Interest	0	0
PCI Cost Allocation:		
Administrative	760,149	793,046
Instructional	220,911	244,464
Special Education	329,408	342,452
	<u>5,776,539</u>	<u>5,424,231</u>
Excess	512,331	841,769
Fund Balance, Beginning	1,390,047	1,390,047
Fund Balance, Ending	<u>\$1,902,378</u>	<u>\$2,231,816</u>
<u>Components of Ending Fund Balance:</u>		
Designated Amounts:		
Reserve for Economic Uncertainty	\$288,827	\$271,212
Prepaid Expenditures	0	67,039
Restricted	371,729	207,248
Unappropriated	1,241,822	1,686,317
	<u>\$1,902,378</u>	<u>\$2,231,816</u>

**Sutter Peak Charter Academy
Revenue Detail
Unaudited Actuals
2020-21**

	<u>Object</u>	<u>Resource</u>	
<u>LCFF Sources:</u>			
LCFF	8011	0000	\$4,942,084
EPA	8012	1400	115,598
In-Lieu Property Taxes	8096	0000	198,870
Total Revenue Limit			<u>5,256,552</u>
<u>Federal:</u>			
Special Education	8181	3310	76,712
LLMF	8290	3220	36,779
			<u>113,491</u>
<u>State:</u>			
Mandate Block Grant	8550	0000	13,192
Lottery	8560	1100	106,203
STRS On Behalf	8590	7690	168,993
LLMF	8590	7420	45,147
ELO	8590	7425	170,691
ELO	8590	7426	36,557
Other State	8590	0000	2,937
Total State Revenue			<u>543,720</u>
<u>Local:</u>			
Special Education	8792	6500	352,237
Total Local Revenue			<u>352,237</u>
			<u><u>\$6,266,000</u></u>

Pacific Charter Institute
Statement of Revenues, Expenditures and Changes in Fund Balance
Unaudited Actuals
2020-21

	<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>				
Revenues:							
LCFF Sources		\$10,048,491	\$10,048,491	\$8,124,006	\$5,378,075	\$5,256,552	\$28,807,124
Federal		557,351	557,351	390,072	119,636	113,491	1,180,550
State		1,498,004	1,498,004	930,352	573,368	543,720	3,545,444
Local		431,154	431,154	517,726	377,194	352,237	1,678,311
		<u>12,535,000</u>	<u>12,535,000</u>	<u>9,962,156</u>	<u>6,448,273</u>	<u>6,266,000</u>	<u>35,211,429</u>
Expenditures:							
Certificated Salaries	\$ 354,131	6,438,043	6,792,174	2,954,117	1,661,348	1,697,729	13,105,368
Classified Salaries	1,413,785	499,362	1,913,147	202,099	172,512	95,855	2,383,613
Employee Benefits	761,029	2,748,119	3,509,148	1,368,543	722,777	610,119	6,210,587
Books & Supplies	109,531	1,225,111	1,334,642	906,633	641,526	606,551	3,489,352
Services	1,572,778	1,434,779	3,007,557	1,318,469	1,270,240	822,530	6,418,796
Capital Outlay	0	0	0	0	0	0	0
Other Outgo	0	360,986	360,986	99,967	107,562	211,485	780,000
Debt Service - Principal	0	0	0	0	0	0	0
Debt Service - Interest	0	0	0	0	0	0	0
PCI Cost Allocation:							
Administrative	(4,211,254)	1,450,024	(2,761,230)	1,128,407	839,777	793,046	0
Instructional	0	(851,175)	(851,175)	347,842	258,869	244,464	0
Special Education	0	(1,524,245)	(1,524,245)	812,483	369,310	342,452	0
	<u>0</u>	<u>11,781,004</u>	<u>11,781,004</u>	<u>9,138,560</u>	<u>6,043,921</u>	<u>5,424,231</u>	<u>32,387,716</u>
Excess	0	753,996	753,996	823,596	404,352	841,769	2,823,713
Fund Balance, Beginning	0	4,212,539	4,212,539	2,612,465	438,693	1,390,047	8,653,744
Fund Balance, Ending	<u>\$0</u>	<u>\$4,966,535</u>	<u>\$4,966,535</u>	<u>\$3,436,061</u>	<u>\$843,045</u>	<u>\$2,231,816</u>	<u>\$11,477,457</u>
Components of Ending Fund Balance:							
Designated Amounts:							
Reserve for Economic Uncertainty		\$589,050	\$589,050	\$456,928	\$302,196	\$271,212	\$1,619,386
Prepaid Expenditures		155,670	155,670	125,046	59,977	67,039	407,732
Restricted		414,349	414,349	350,315	210,489	207,248	1,182,401
Unappropriated		3,807,466	3,807,466	2,503,772	270,383	1,686,317	8,267,938
	<u>\$0</u>	<u>\$4,966,535</u>	<u>\$4,966,535</u>	<u>\$3,436,061</u>	<u>\$843,045</u>	<u>\$2,231,816</u>	<u>\$11,477,457</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: September 9, 2021

AGENDA ITEM: #5/2 – PCI 2021-2022 Comprehensive Safety Plan

Background:

Ms. Catherine Enos, Human Resources Manager, will present this item.

In accordance with Education Code and AB 1747 Pacific Charter Institute has updated the school safety plans and created a Comprehensive Safety Plan. This safety plan has all the legally required sections which have been confirmed and updated with legal counsel and have been reviewed by PCI corporate staff and the safety team.

RECOMMENDED ACTION:

The Board of Directors approve the revised Comprehensive Safety Plan.

Comprehensive School Safety Plan ~~2019~~21 – ~~20~~20~~21~~22

Pacific Charter Institute's Family of Schools;
Heritage Peak Charter School
Rio Valley Charter School
Valley View Charter Prep
Sutter Peak Charter Academy

Pacific Charter Institute
1401 El Camino Avenue, Suite 510
Sacramento, CA 95815
916-473-4757
www.pacificcharters.org

~~Public Hearing Date: June 13, 2019~~

~~Plan approved by Pacific Charter Institute's Board of Directors: June 17, 2019~~

This document is available for public inspection during regular business hours at 1401 El Camino Ave #510, Sacramento, CA 95815

NOTE: Tactical information is excluded from the public inspection document. A "Public Inspection Log" will be used to record the name, address, phone number and method used for verifying the identity of all individuals requesting to inspect this plan. This document is not available for inspection on the internet.

**Pacific Charter Institute’s Family of Schools
Comprehensive School Safety Plan - Signature Page
~~2019-2020~~2021 - 2022**

The undersigned members of the Pacific Charter Institute’s Safety Committee certify that the applicable requirements of California Education Code 32280-32282 have been met in the development of the following Comprehensive School Safety Plan.

Leanna Comer, Designee Date

~~Kristi Ryder~~To Be Determined, Parent Date

Susan Moore, Classified Employee Date

Vanessa Stone, Classified Employee Date

Leslie Leedy, Certificated Employee Date

Sylvia Enriquez, Certificated Employee Date

Sargent Emily Kelly, Law Enforcement Agency Date

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* For security reasons, Sections J and K are confidential and will not be shared publicly.

A. Mission Statement and School Description

MISSION: Pacific Charter Institute (“PCI”) empowers students to take charge of their education by connecting their individual needs and interests to a rigorous learning plan, thus creating self-motivated responsible citizens, critical problem-solvers, and lifelong learners.

VISION: Developing self-motivated, educated individuals in the Northern California region who will spread the wealth of knowledge worldwide in a meaningful way.

Pacific Charter Institute serves homeschool and independent study students using a hybrid model. Our independent study program offers a range of models as a choice for students desiring a change from traditional campus attendance. We offer community-based (off-site) independent study and six resource center (on-site) independent study options. Our homeschooling program provides families the freedom to explore and individualize curriculum based on different learning styles.

B. Child Abuse Reporting Procedures

PCI recognizes that child abuse has severe consequences and that PCI has a responsibility to protect students by facilitating the prompt reporting of known and suspected incidents of child abuse.

California Penal Code section 11166 requires any child care custodian who has knowledge of, or observes, a child in his or her professional capacity or within the scope of his or her employment whom he or she knows or reasonably suspects has been the victim of child abuse to report the known or suspected instance of child abuse to a child protective agency immediately, or as soon as practically possible, by telephone and to prepare and send a written report thereof within thirty-six (36) hours of receiving the information concerning the incident.

PCI will provide annual training on the mandated reporting requirements, using the online training module provided by the State Department of Social Services, to employees who are mandated reporters. Mandated reporter training will also be provided to employees hired during the course of the school year. This training will include information that failure to report an incident of known or reasonably suspected child abuse or neglect, as required by Penal Code section 11166, is a misdemeanor punishable by up to six (6) months confinement in a county jail, or by a fine of one-thousand dollars (\$1,000), or by both that imprisonment and fine.

All employees required to receive mandated reporter training must provide proof of completing the training within the first six (6) weeks of each school year or within the first six (6) weeks of that employee's employment.

SUSPECTED CHILD ABUSE REPORT

To Be Completed by **Mandated Child Abuse Reporters**
Pursuant to Penal Code Section 11166

CASE NAME: _____

PLEASE PRINT OR TYPE

CASE NUMBER: _____

A. REPORTING PARTY	NAME OF MANDATED REPORTER		TITLE		MANDATED REPORTER CATEGORY					
	REPORTER'S BUSINESS/AGENCY NAME AND ADDRESS			Street	City	Zip	DID MANDATED REPORTER WITNESS THE INCIDENT? <input type="checkbox"/> YES <input type="checkbox"/> NO			
	REPORTER'S TELEPHONE (DAYTIME) ()		SIGNATURE		TODAY'S DATE					
B. REPORT NOTIFICATION	<input type="checkbox"/> LAW ENFORCEMENT <input type="checkbox"/> COUNTY PROBATION		AGENCY							
	<input type="checkbox"/> COUNTY WELFARE / CPS (Child Protective Services)									
	ADDRESS			Street	City	Zip	DATE/TIME OF PHONE CALL			
OFFICIAL CONTACTED - TITLE					TELEPHONE ()					
C. VICTIM <small>One report per victim</small>	NAME (LAST, FIRST, MIDDLE)			BIRTHDATE OR APPROX. AGE		SEX	ETHNICITY			
	ADDRESS			Street	City	Zip	TELEPHONE ()			
	PRESENT LOCATION OF VICTIM			SCHOOL		CLASS	GRADE			
	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	OTHER DISABILITY (SPECIFY)		PRIMARY LANGUAGE SPOKEN IN HOME					
	<input type="checkbox"/> YES <input type="checkbox"/> NO	IF VICTIM WAS IN OUT-OF-HOME CARE AT TIME OF INCIDENT, CHECK TYPE OF CARE: <input type="checkbox"/> DAY CARE <input type="checkbox"/> CHILD CARE CENTER <input type="checkbox"/> FOSTER FAMILY HOME <input type="checkbox"/> FAMILY FRIEND <input type="checkbox"/> GROUP HOME OR INSTITUTION <input type="checkbox"/> RELATIVE'S HOME			TYPE OF ABUSE (CHECK ONE OR MORE) <input type="checkbox"/> PHYSICAL <input type="checkbox"/> MENTAL <input type="checkbox"/> SEXUAL <input type="checkbox"/> NEGLIGENCE <input type="checkbox"/> OTHER (SPECIFY)					
	RELATIONSHIP TO SUSPECT			PHOTOS TAKEN? <input type="checkbox"/> YES <input type="checkbox"/> NO		DID THE INCIDENT RESULT IN THIS VICTIM'S DEATH? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> UNK				
D. INVOLVED PARTIES	VICTIM'S SIBLINGS									
	NAME		BIRTHDATE	SEX	ETHNICITY	NAME		BIRTHDATE	SEX	ETHNICITY
	1. _____				3. _____					
	2. _____				4. _____					
	VICTIM'S PARENTS/GUARDIANS	NAME (LAST, FIRST, MIDDLE)			BIRTHDATE OR APPROX. AGE		SEX	ETHNICITY		
		ADDRESS			Street	City	Zip	HOME PHONE ()	BUSINESS PHONE ()	
		NAME (LAST, FIRST, MIDDLE)			BIRTHDATE OR APPROX. AGE		SEX	ETHNICITY		
		ADDRESS			Street	City	Zip	HOME PHONE ()	BUSINESS PHONE ()	
	SUSPECT	SUSPECT'S NAME (LAST, FIRST, MIDDLE)			BIRTHDATE OR APPROX. AGE		SEX	ETHNICITY		
		ADDRESS			Street	City	Zip	TELEPHONE ()		
OTHER RELEVANT INFORMATION										
E. INCIDENT INFORMATION	IF NECESSARY, ATTACH EXTRA SHEET(S) OR OTHER FORM(S) AND CHECK THIS BOX <input type="checkbox"/> IF MULTIPLE VICTIMS, INDICATE NUMBER: _____									
	DATE / TIME OF INCIDENT				PLACE OF INCIDENT					
	NARRATIVE DESCRIPTION (What victim(s) said/what the mandated reporter observed/what person accompanying the victim(s) said/similar or past incidents involving the victim(s) or suspect)									

DEFINITIONS AND INSTRUCTIONS ON REVERSE

SS 8572 (Rev. 12/02)

DO NOT submit a copy of this form to the Department of Justice (DOJ). The investigating agency is required under Penal Code Section 11169 to submit to DOJ a Child Abuse Investigation Report Form SS 8583 if (1) an active investigation was conducted and (2) the incident was not determined to be unfounded.

WHITE COPY-Police or Sheriff's Department; BLUE COPY-County Welfare or Probation; GREEN COPY- District Attorney's Office; YELLOW COPY-Reporting Party

DEFINITIONS AND GENERAL INSTRUCTIONS FOR COMPLETION OF FORM SS 8572

All Penal Code (PC) references are located in Article 2.5 of the PC. This article is known as the Child Abuse and Neglect Reporting Act, also known as CANRA. The Internet site is: <http://www.leginfo.ca.gov/calaw.html> (specify Penal Code and search for Sections 11164-11174.3). A mandated reporter must complete and submit the form SS 8572 even if some information is not known. (PC Section 11167(a).)

I. MANDATED CHILD ABUSE REPORTERS

- Mandated child abuse reporters include all those individuals and entities as defined in PC Section 11165.7.

II. TO WHOM REPORTS ARE TO BE MADE (DESIGNATED AGENCIES)

- Reports of suspected child abuse or neglect shall be made by mandated reporters to any police department or sheriff's department (not including a school district police or security department), county probation department (if designated by the county to receive mandated reports) or the county welfare department. (PC Section 11165.9.)

III. REPORTING RESPONSIBILITIES

- Any mandated reporter who has knowledge of or observes a child, in his or her professional capacity or within the scope of his or her employment, whom he or she knows or reasonably suspects has been the victim of child abuse or neglect shall report such suspected instance of abuse or neglect to a designated agency immediately or as soon as practically possible by telephone and shall prepare and send a written report thereof *within 36 hours* of receiving the information concerning the incident. (PC Section 11166(a).)
- No mandated reporter who reports a suspected instance of child abuse or neglect shall be held civilly or criminally liable for any report required or authorized by the CANRA. Any other person reporting a known or suspected instance of child abuse or neglect shall not incur civil or criminal liability as a result of any report authorized by the CANRA unless it can be proven the report was false and the person knew it was false or make the report with reckless disregard of its truth or falsity. (PC Section 11172(a).)

IV. INSTRUCTIONS

- SECTION A - REPORTING PARTY:** Enter the mandated reporter's name, title, category (from PC Section 11165.7), business (agency) name and address, telephone number, a signature and today's date. Also check yes-no whether you (the mandated reporter) witnessed the incident. The signature area is for either the mandated report or the person taking as telephoned report.

ETHNICITY CODES

1 Alaskan Native	6 Caribbean	11 Guamanian	16 Korean	22 Polynesian	27 White-Armenian
2 American Indian	7 Central American	12 Hawaiian	17 Laotian	23 Samoan	28 White-Central American
3 Asian Indian	8 Chinese	13 Hispanic	18 Mexican	24 South American	29 White-European
4 Black	9 Ethiopian	14 Hmong	19 Other Asian	25 Vietnamese	30 White-Middle Eastern
5 Cambodian	10 Filipino	15 Japanese	21 Other Pac Islndr	26 White	31 White-Romanian

IV. INSTRUCTIONS (Continued)

- SECTION B - REPORT NOTIFICATION:** Complete the name and address of the designated agency notified, date of the written report, date/time of the phone call and the name, title and telephone number of the official contacted.
 - SECTION C - VICTIM** (One Report per Family, siblings must have same parents/guardians): Enter the victim's name, address, telephone number, birth date or approximate age, sex, ethnicity, present location, and where applicable enter the school, class (indicate the teacher's name or room number), and grade. List the primary language spoken in the victim's home. Check the appropriate yes-no box for: developmentally disabled?, physically disabled? and specify the victim's other disability. To determine if the victim has a disability, ask the victim's parent or care giver. Also check the appropriate yes-no box for in foster care?, indicate type of care if the victim was in out-of-home care, indicate the type of abuse. List the victim's relationship to the suspect, check the appropriate yes-no box for photos taken?, indicate whether the incident resulted in this victim's death.
 - SECTION D - INVOLVED PARTIES:** Enter the requested information for: Victim's Siblings, Victim's Parents/Guardians and the Suspect.
 - SECTION E - INCIDENT INFORMATION:** If multiple victims, enter the number. Enter date/time and place of the incident. Provide a narrative of the incident. Attach extra sheets if needed.
- ### V. DISTRIBUTION
- Reporting Party:** After completing Form SS 8572, retain the yellow copy for your records and submit the top three copies to the designated agency.
 - Designated Agency:** *Within 36 hours* of receipt of Form SS 8572, send **white copy** to police or sheriff, **blue copy** to county welfare or probation, and **green copy** to district attorney.

C. Disaster Response Procedures

Pacific Charter Institute will take all necessary measures to keep students, staff and visitors safe in the event of a disaster, as set forth in this Plan. The Crisis Response Team at each resource center consists of the site leader, a teacher, the counselor and a site assistant.

Pacific Charter Institute has adopted disaster procedures, routine and emergency, including adaptations for pupils with disabilities, school building disaster plans, a drop procedure, protective measures to be taken before, during, and following an earthquake, and earthquake emergency procedure training. PCI's disaster procedures are included in Sections J and K. Each resource center's complete Site Specific Procedures and Emergency Guide is included in Section K. For security reasons, Sections J and K are confidential and will not be shared publicly.

To the extent feasible, PCI will allow a public agency, including the American Red Cross, to use PCI school facilities and equipment for mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare.

D. Suspension & Expulsion Policies

PCI complies with applicable state laws regarding suspension and expulsion. The PCI Suspension and Expulsion policy is printed in the PCI Parent-Student Handbook which is provided during the registration process and each year and must be acknowledged before enrollment is complete.

BP 5144.1 Pupil Suspension and Expulsion

E. Procedures for Notifying Teachers of Dangerous Pupils

PCI notifies teachers of the reason(s) a student has been suspended consistent with Education Code section 49079. PCI shall inform the teacher of each pupil who has engaged in, or is reasonably suspected to have engaged in, any of the acts described in any of the subdivisions, except subdivision (h), of Section 48900 or in Section 48900.2, 48900.3, 48900.4, or 48900.7 of the Education Code that the pupil engaged in, or is reasonably suspected to have engaged in, those acts. PCI shall provide the information to the teacher based upon any records that PCI maintains in its ordinary course of business, or receives from a law enforcement agency, regarding a pupil described in this section. All information regarding suspension and expulsion is **CONFIDENTIAL**, and is not to be shared with any student(s) or parent(s).

F. Discrimination & Harassment Policy

Pacific Charter Institute is committed to equal opportunity for all individuals in education. PCI is committed to providing a work and educational atmosphere that is free of unlawful harassment, discrimination and retaliation. PCI's discrimination and harassment policies are found in both the employee and student handbooks.

Any student who engages in harassment and or discrimination of anyone at school or at a school-sponsored or school-related activity is in violation of this policy and shall be subject to disciplinary action.

Any student who feels that he/she is being harassed should immediately contact the site leader, designee or Director in order to obtain PCI policy and uniform complaint procedures. Complaints of harassment and or discrimination can be filed in accordance with these procedures.

G. School-Wide Dress Code Prohibiting Gang Attire

Pacific Charter Institute believes that appropriate dress and grooming contribute to a productive learning environment. Students' clothing must not present a health or safety hazard or a distraction which would interfere with the education process.

Pacific Charter Institute's dress code as stated in the PCI Parent-Student Handbook is as follows:

The following are not permissible at any PCI Resource Center or Sponsored activity:

- Halter, spaghetti strap, or strapless tops
- Bare midribs
- See-through or revealing apparel
- Bare feet
- Gang related clothing
- Clothing with profanity, alcohol, drug, or sexual related content
- Baggy or saggy clothes that expose undergarments

Students not adhering to the dress code will be asked to leave their respective resource center/activity or they will be provided with clothing they may borrow to ensure they are in compliance with the dress code.

H. Safe and Orderly Environment

Pacific Charter Institute wants students to know they are valued and contribute to daily operation of the school as well as its success. Students are respected and their opinion and skill in solving problems is valued. Students should be able to approach their learning with confidence and with the assurance that this school is their home. Each resource center has a designated counselor onsite to help with educational, social and emotional needs. PCI welcomes the direct involvement of parents and community members. Copies of PCI's Suicide Prevention Policy and anti-bullying policies are available at the PCI office. PCI's procedures for safe ingress and egress of parents, students and staff to and from the school are included in Section K as well as PCI's Volunteer, Visitation and Removal Policy.

I. Rules and Procedures on School Discipline

School discipline is summarized in the PCI Parent-Student Handbook, which is provided during the registration process and each year. Parents and students are both required to sign the handbook acknowledgement before the enrollment process can be completed. A copy of the PCI Parent-Student Handbook is available at the PCI corporate office or can be accessed online.

J. Emergency Response Guide

For Security reasons, Sections J and K are confidential and will not be shared publicly.

K. Site Specific Procedures and Emergency Guide

For Security reasons, Sections J and K are confidential and will not be shared publicly.



Pacific Charter Institute

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

BOARD OF DIRECTORS MEETING

DATE: September 9, 2021

AGENDA ITEM: #5/3 – ESSER III Plan-Heritage Peak Charter

Background:

Mr. Scott Stack, Director, will present this item.

School districts, county offices of education, or charter schools, collectively known as LEAs, that receive Elementary and Secondary School Emergency Relief (ESSER) funds under the American Rescue Plan Act, referred to as ESSER III funds, are required to develop a plan for how they will use their ESSER III funds. In the plan, an LEA must explain how it intends to use its ESSER III funds to address students' academic, social, emotional, and mental health needs, as well as any opportunity gaps that existed before, and were worsened by, the COVID-19 pandemic. An LEA may also use its ESSER III funds in other ways, as detailed in the Fiscal Requirements section of the Instructions. In developing the plan, the LEA has flexibility to include community input and/or actions included in other planning documents, such as the Local Control and Accountability Plan (LCAP), provided that the input and actions are relevant to the LEA's Plan to support students.

Additional information will be provided to the board prior to the board meeting.

RECOMMENDED ACTION:

The Board of Directors approve the ESSER III Plan.



Pacific Charter Institute

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

BOARD OF DIRECTORS MEETING

DATE: September 9, 2021

AGENDA ITEM: #5/4 – ESSER III Plan-Rio Valley Charter

Background:

Ms. Leslie Leedy, Director, will present this item.

School districts, county offices of education, or charter schools, collectively known as LEAs, that receive Elementary and Secondary School Emergency Relief (ESSER) funds under the American Rescue Plan Act, referred to as ESSER III funds, are required to develop a plan for how they will use their ESSER III funds. In the plan, an LEA must explain how it intends to use its ESSER III funds to address students' academic, social, emotional, and mental health needs, as well as any opportunity gaps that existed before, and were worsened by, the COVID-19 pandemic. An LEA may also use its ESSER III funds in other ways, as detailed in the Fiscal Requirements section of the Instructions. In developing the plan, the LEA has flexibility to include community input and/or actions included in other planning documents, such as the Local Control and Accountability Plan (LCAP), provided that the input and actions are relevant to the LEA's Plan to support students.

Additional information will be provided to the board prior to the board meeting.

RECOMMENDED ACTION:

The Board of Directors approve the ESSER III Plan.



Pacific Charter Institute

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

BOARD OF DIRECTORS MEETING

DATE: September 9, 2021

AGENDA ITEM: #6.1 – 2021 -2022 Reopening Update

Background:

Dr. Paul Keefer, Executive Director, will present and discuss the reopening of the PCI resource centers. Pacific Charter Institute continues to adhere to the current regulations regarding COVID-19 adherence. This presentation is in regard to the most current status of PCI in relation to COVID-19 including the resource centers, vendors, multi-county management of programs, and staff interaction with families.

RECOMMENDED ACTION:

Information only, no action required.



Pacific Charter Institute

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

BOARD OF DIRECTORS MEETING

DATE: September 9, 2021

AGENDA ITEM: #6.2 – New Pacific School Update

Background:

Dr. Paul Keefer, Executive Director, will discuss and give an update on New Pacific School.

RECOMMENDED ACTION:

Information only, no action required.



Pacific Charter Institute

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

BOARD OF DIRECTORS MEETING

DATE: September 9, 2021

AGENDA ITEM: #6.3 – New Board Member Onboarding

Background:

Dr. Paul Keefer, Executive Director, will discuss New Board Member Onboarding.

RECOMMENDED ACTION:

Information only, no action required.

Proposed Board Member Resource Center Visitation Schedule

PCI serves students in a variety of ways including through resource centers, community facilities, and through homeschool. This proposal will offer board members (new and veteran) an opportunity to visit with specific resources centers or students and families throughout the year. These visits are meant to connect the activities in the field to the reports and information provided through the executive director and school leadership at board meetings and communications. During each visit, board member (s) will observe the normal interactions between staff and students. Schools will not create special events or showcases, so that board members experience an authentic view of the academic setting.

September- Lodi

October- Elk Grove

November- Broadway

December- Homeschool

January- Vacaville

February- West Sacramento

March- Homeschool

April- Rio Linda

May-Homeschool

All scheduling will be coordinated through Leanna Comer.