

**PATHWAYS ACADEMY ADULT EDUCATION**  
**Regular Meeting of the Board of Directors**



**ADULT EDUCATION**

**Minutes**

**Wednesday, December 13, 2023**  
**Regular Meeting Begins at 9:00 a.m.**

**The meeting will be held in person.**  
**Location: 24641 Washington Ave**  
**Murrieta, CA 92562**

**Telephonic locations:**  
1430 5th Street, Imperial Beach, CA 91932  
1220 S. Greenview Dr., Chula Vista CA 91915

**Join by telephone or via Zoom conferencing link below:**  
**Dial In: 1-669-900-9128**  
**Meeting ID: 845 6115 9954**  
**Join URL: <https://us06web.zoom.us/j/84561159954>**  
**Join URL: <https://us06web.zoom.us/j/85455419693>**

**1. CALL TO ORDER AND ROLL CALL**

Time: 9:00 a.m.

**1.1. Roll Call**

Rudy Kastelic	Chair	<i>Present</i>
Thomas Schaaf	Vice Chair	<i>Present</i>
Charlie Padilla	Chief Financial Officer	<i>Present</i>

**2. APPROVE/ADOPT AGENDA**

It is recommended the Board of Directors adopt as presented, the agenda for the Regular Board meeting of December 13, 2023.

Moved by TSchaaf

Seconded by CPadilla

Roll Call Vote:

Ayes   Nays   Abstained   Absent

Rudy Kastelic

X

Thomas Schaaf

X

Charlie Padilla

X

***Motion carried, 3-0.***

**3. PUBLIC COMMENT - CLOSED SESSION**

The public has a right to comment on any items of the closed session agenda. Members of the public will be permitted to comment on any other item within the Board’s jurisdiction under section 8.0 Public Comments at Board Meetings.

*There were no public comments.*

**4. ADJOURN TO CLOSED SESSION**

Time: 9:02 a.m.

The Board will consider and may act on any of the Closed Session matters listed in Agenda Item 5.0.

Moved by CPadilla	Seconded by TSchaaf			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rudy Kastelic	X			
Thomas Schaaf	X			
Charlie Padilla	X			

***Motion carried, 3-0.***

**5. CLOSED SESSION**

Conference with Legal Counsel – Existing Litigation Gov. Code section 54956.9(d)91)

- a. Yvette Lares v. The Collaborative Charter Services Organization, et al.

**6. RECONVENE REGULAR MEETING**

Time: 9:27 a.m.

*Thomas Schaaf, Vice Chair, reported the board took no action.*

**7. PLEDGE OF ALLEGIANCE**

Led by: *Thomas Schaaf*

**8. PUBLIC COMMENTS/RECOGNITION/REPORTS**

Please submit a Request to Speak to the Board of Directors using the chat feature on the right hand side of the Zoom platform. Please state the agenda item number that you wish to address prior to the agenda item being called by the Board President. Not more than three (3) minutes are to be allotted to any one (1) speaker, and no more than twenty (20) minutes on the same subject. This portion of the agenda is for comments, recognitions and reports to the Board and is not intended to be a question and answer period. If you have questions for the Board, please provide the Board President with a written statement and an administrator will provide answers at a later date.

*There were no public comments.*

**9. CORRESPONDENCE/PROPOSALS/REPORTS**

- 9.1. School Highlights, Student Performance Data, and Special Education Update Presented by Jarom Luedtke, Executive Director
- 9.2. 2022-23 Mid-Year Local Control Accountability Plan (LCAP) Update Presented by Jarom Luedtke, Executive Director

## **10. CONSENT CALENDAR**

Items listed under Consent Calendar are considered routine and will be approved/adopted by a single motion. There will be no separate discussion of these items; however, any item may be removed from the Consent Calendar upon the request of any member of the Board, discussed, and acted upon separately.

### **Consent Calendar - Board Meeting Minutes and Calendar**

**10.1.** Minutes of the Regular Board Meeting that was held on September 12, 2023

### **Consent Calendar - Business/Financial Services**

**10.2.** Check Registers- August - November 2023

**10.3.** Ratification of Executive Speakers Bureau Contract - Erin Gruwell

### **Consent Calendar - Education/Student Services**

**10.4.** 2024 Comprehensive School Safety Plan (CSSP)

### **Consent Calendar - Personnel Services**

**10.5.** Approval of Certificated Personnel Report

**10.6.** Approval of Classified Personnel Report

### **Consent Calendar - Policy Development**

**10.7.** Approval of existing policies revised, reviewed, and eliminated by staff for the 2023-2024 school year.

#### **Policies: Revised**

The following is a current policy that has been revised to provide clarity or alignment with changes in law or procedures.

#### **3000- Business/Fiscal- Non-instructional**

3005-PAAE Purchasing Fiscal Policy

3011-PAAE Accounts Payable and Record Keeping Policy

3020-PAAE Expenses Fiscal Policy

#### **4000- Personnel**

4130-PAAE Remote Work Policy

#### **5000 Series - Student Services**

5020-PAAE Comprehensive Self-Harm Suicide Prevention Policy

#### **6000 Series - Instruction**

6010-PAAE Independent Study Policy

#### **9000 Series - Board Policies**

9250-PAAE Remuneration And Reimbursement

Moved by TSchaaf	Seconded by CPadilla			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rudy Kastelic	X			
Thomas Schaaf	X			
Charlie Padilla	X			

***Motion carried, 3-0.***

## **11. BUSINESS/FINANCIAL SERVICES**

### **11.1. (Action) Approval of CliftonLarsonAllen (CLA) Annual Audit Report - Year Ended June 30, 2023 - Pathways Academy Adult Education**

It is recommended the Board approve the Annual Audit Report - Year Ended June 30, 2023, for Pathways Academy Adult Education.

Moved by TSchaaf	Seconded by CPadilla			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rudy Kastelic	X			
Thomas Schaaf	X			
Charlie Padilla	X			

***Motion carried, 3-0.***

### **11.2. (Action) Approval of First Interim Financial Report**

It is recommended the Board approve the First Interim Financial Report for Pathways Academy Adult Education.

Moved by CPadilla	Seconded by TSchaaf			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rudy Kastelic	X			
Thomas Schaaf	X			
Charlie Padilla	X			

***Motion carried, 3-0.***

## **12. EDUCATION/STUDENT SERVICES**

### **12.1. (Action) Approval of 2022-23 School Accountability Report Card (SARC)**

It is recommended the Board approve the 2022-23 School Accountability Report Card (SARC) for Pathways Academy Adult Education.

Moved by TSchaaf	Seconded by CPadilla			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rudy Kastelic	X			
Thomas Schaaf	X			
Charlie Padilla	X			

***Motion carried, 3-0.***

**13. POLICY DEVELOPMENT****13.1. (Action) Approval of New Board Policy**

It is recommended the Board approve the proposed policy. This policy will allow the Board to address any related complaints or issues that may be raised in the school/work environment.

**4000 Series - Board By-Laws**

4180-PAAE Workplace Recording Policy

Moved by CPadilla	Seconded by TSchaaf			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rudy Kastelic	X			
Thomas Schaaf	X			
Charlie Padilla	X			

***Motion carried, 3-0.***

**14. ORGANIZATIONAL STRUCTURE OF THE BOARD****14.1. (Action) Election of Board Member Positions****1. Chair of the Board** *Rudy Kastelic*

Moved by TSchaaf	Seconded by CPadilla			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rudy Kastelic	X			
Thomas Schaaf	X			
Charlie Padilla	X			

***Motion carried, 3-0.***

**2. Vice Chair of the Board** *Thomas Schaaf*

Moved by CPadilla	Seconded by RKastelic			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rudy Kastelic	X			
Thomas Schaaf	X			
Charlie Padilla	X			

***Motion carried, 3-0.***

**3. Chief Financial Officer** *Charlie Padilla*

Moved by TSchaaf	Seconded by RKastelic			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rudy Kastelic	X			
Thomas Schaaf	X			
Charlie Padilla	X			

***Motion carried, 3-0.***

**15. PUBLIC COMMENT - CLOSED SESSION**

The public has a right to comment on any items of the closed session agenda.

*There were no public comments.*

**16. ADJOURN TO CLOSED SESSION**

Time: 11:21 a.m.

The Board will consider and may act on any of the Closed Session matters listed in Agenda Item 17.0.

Moved by CPadilla	Seconded by TSchaaf			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rudy Kastelic	X			
Thomas Schaaf	X			
Charlie Padilla	X			

***Motion carried, 3-0.***

**17. CLOSED SESSION**

Public Employee Performance Evaluation Pursuant to Government Code 54957

- a. Performance Evaluation - 1st Review, Executive Director

**18. RECONVENE REGULAR MEETING**

Time: 12:58 p.m.

*Thomas Schaaf, Vice Chair; reported the board took no action.*

**19. CALENDAR**

The next scheduled meeting will be held on March 12, 2024 at 9:00am.

- The Board will inform the Executive Director thirty (30) days in advance if the board will be attending in-person at Warner Unified School District.
- Board members may participate telephonically under the pre-pandemic Brown Act rules. The Board will inform the Executive Director fourteen (14) days prior if they are participating telephonically. The meeting agendas must state the address or otherwise describe the location of the telephonic board member participation, which must be a public accessible location. The agenda must be posted at each telephonic location for a regular meeting 72 hours before the meeting and 24 hours before a special meeting.

**20. BOARD COMMENTS**

*The Board appreciates all those that organized the PACSAE Retreat and look forward to attending the next one. They appreciate the data that was shared today. The Board commends our leadership and staff on their involvement in creating the Pathways Principles of Excellence. They are impressed with the quality of staff and their appreciation for Pathways. They wish everyone a happy holiday and they hope the next year is filled with hope and good will.*

**21. CEO COMMENTS**

*The CEO appreciates the productive meeting that was held today. He appreciates the Board for their contribution in making this meeting run smoothly as well as the Executive Assistant. He thanks the Board for all their support.*

**22. ADJOURNMENT**

The Regular meeting of the Board of Directors adjourned at *1:07 p.m.*

Moved by TSchaaf

Seconded by CPadilla

Roll Call Vote:

Ayes   Nays   Abstained   Absent

Rudy Kastelic

X

Thomas Schaaf

X

Charlie Padilla

X

***Motion carried, 3-0.***

Signed:

Signed:

DocuSigned by:  
  
ED7DD99E107B420...

DocuSigned by:  
  
B278929AE8604D5

Rudy Kastelic  
Chair, Governing Board

Tabitha Richard  
Clerk, Governing Board