PATHWAYS ACADEMY ADULT EDUCATION
Regular Meeting of the Board of Directors
Virtual/Zoom Conferencing

ADULT EDUCATION

Agenda
Tuesday, December 10, 2024
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

Join by telephone or via Zoom conferencing link below:
Dial In: 1-669-900-9128
Meeting ID: 892 1966 6146
Join URL: https://us06web.zoom.us/j/89219666146

MISSION STATEMENT
PACSAE seeks to develop literate, educated thinkers and achievers who:
Respect themselves, Respect others, Pursue knowledge, Apply facts and theories to solve problems, Participate productively in the economy and their communities, and Become motivated and able to learn for a lifetime.

PACSAE will pursue this vision with a philosophy of:
Hiring, supporting, and continuously training a high-quality faculty and administration, Working cooperatively with staff, students, and client agencies, Tailoring education programs to meet each student's needs, Assessing students on an ongoing basis, and Holding ourselves accountable for producing positive outcomes.

To achieve our objectives, PACSAE will:
Market our school as broadly as possible to attract talented faculty and staff, Create program-improvement teams among our staff, our students, and our client agencies, Develop Student Achievement Plans for each of our students, Employ innovative real-time assessment instruments to measure student needs and progress, and Monitor our success in improving student competencies—awarding achievement and correcting deficiencies.

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE
Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY
The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY
Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting Pathways Academy Adult Education at 760-290-4898 Ext. 101.

1. **CALL TO ORDER AND ROLL CALL**   Time: _____
    1.1.   Roll Call
             Rudy Kastelic   Chair
             Thomas Schaaf   Vice Chair
             Charlie Padilla   Chief Financial Officer

2. **APPROVE/ADOPT AGENDA**
    It is recommended the Board of Directors adopt as presented, the agenda for the Regular
    Board meeting of December 10, 2024.

        Roll Call Vote:
        Rudy Kastelic
        Thomas Schaaf
        Charlie Padilla
        Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

3. **PLEDGE OF ALLEGIANCE**   Led by: _____

4. **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.

5. **CORRESPONDENCE/PROPOSALS/REPORTS**
    5.1. School Highlights; Assistant Director & Administrative Assistant Introductions;
          Assistant Director Division of Duties, Presented by Jarom Luedtke (CEO &
          Executive Director)
    5.2. Retention Rates & Student Performance, Presented by Starla Tyler (Assistant
          Director)
    5.3. WASC Update, Presented by Moana Miller (Special Projects Coordinator)
    5.4 2024-25 Mid-Year Local Control Accountability Plan (LCAP) Update Presented
          by Moana Miller (Special Projects Coordinator)
    5.5. Administrative Expense Priorities Discussion
    5.6. Proposal to Increase Number of Board Meetings Discussion

6. 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
6.1. Minutes of the Special Board Meeting that was held on October 4, 2024

Consent Calendar - Business/Financial Services
6.2. Check Register - September - November 2024
6.3. Approval of Surplus of Electronic Devices

Consent Calendar - Personnel Services
6.4. Approval of Certificated Personnel Report
6.5. Approval of Classified Personnel Report
6.6. Approval of Student Support Clerk Job Description

Consent Calendar - Education/Student Services
6.7. 2025 Comprehensive School Safety Plan (CSSP)

Roll Call Vote:
Rudy Kastelic
Thomas Schaaf
Charlie Padilla
Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

7. EDUCATION/STUDENT SERVICES
7.1. (Action) Approval of 2023-24 School Accountability Report Card (SARC)

It is recommended the Board approve the 2023-24 School Accountability Report Card (SARC) for Pathways Academy Adult Education.

Roll Call Vote:
Rudy Kastelic
Thomas Schaaf
Charlie Padilla
Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

8. BUSINESS/FINANCIAL SERVICES
8.1. (Action) Approval of CliftonLarsonAllen (CLA) Annual Audit Report - Year Ended June 30, 2024 - Pathways Academy Adult Education

It is recommended the Board approve the Annual Audit Report - Year Ended June 30, 2024, for Pathways Academy Adult Education.

Roll Call Vote:
Charlie Padilla
Rudy Kastelic
Thomas Schaaf
Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

8.2. (Action) **Approval of 2024-2025 First Interim Financial Report**

It is recommended the Board approve the 2024-2025 First Interim Financial Report, for Pathways Academy Adult Education.

Roll Call Vote:
Rudy Kastelic
Thomas Schaaf
Charlie Padilla
Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

8.3. (Action) **Consideration and approval of resolutions authorizing opening up bank account and establishment of a line of credit with East West Bank, and authorizing signatory for all related documents.**

It is recommended the Board consider and approve resolutions authorizing opening up bank account and establishment of a line of credit with East West, and authorizing signatory for all related documents for Pathways Academy Adult Education.

Roll Call Vote:
Rudy Kastelic
Thomas Schaaf
Charlie Padilla
Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

9. ORGANIZATIONAL STRUCTURE OF THE BOARD

9.1. (Action) **Approval to Increase Board Members from 3 to 4 effective July 1, 2025**

It is recommended the Board approve the increase the number of board members from 3 to 4 board members effective July 1, 2025.

Total Estimated Administrative Fiscal Impact: $125,000

Roll Call Vote:
Rudy Kastelic
Thomas Schaaf
Charlie Padilla
Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

9.2. (Action) <u>Election of Board Member Positions</u>

1. Chair of the Board

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

2. Vice Chair of the Board

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

3. Chief Financial Officer

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

4. Clerk

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

10. <u>PUBLIC COMMENT - CLOSED SESSION</u>
The public has a right to comment on any items of the closed session agenda.

11. <u>ADJOURN TO CLOSED SESSION</u>   Time: _____
The Board will consider and may act on any of the Closed Session matters listed in Agenda Item 12.0.

<u>Roll Call Vote:</u>
Rudy Kastelic
Thomas Schaaf
Charlie Padilla

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

12. **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.

Public Employee Performance Evaluation Pursuant to Government Code 54957
    b. Performance Evaluation - 1st Review, CEO & Executive Director

13. **RECONVENE REGULAR MEETING**   Time: _____

14. **CALENDAR**

The next scheduled regular board meeting will be held on December 10, 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.

15. **BOARD COMMENTS**
- Future agenda items

16. **CEO COMMENTS**

17. **ADJOURNMENT**

The Regular meeting of the Board of Directors adjourned at _____.

    <u>Roll Call Vote:</u>
    Rudy Kastelic
    Thomas Schaaf
    Charlie Padilla

    Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____