

## **Pacific Collegiate School**

### **Board Meeting Minutes**

Wednesday, April 10, 2019

Closed Session: 5:00 PM- Conference Room

Open Session: 6:00 PM-Student Center

3004 Mission Street, Santa Cruz, CA

#### **Mission and Vision**

Pacific Collegiate School's mission is to provide exemplary, standards based college preparatory and fine arts education for public middle and high school students of Santa Cruz County and bordering areas. Our vision is to offer any student the same quality of education offered by the most academically distinguished schools in California. Our graduates will be prepared to enter and thrive at the world's finest colleges and universities.

In addition to a core college preparatory curriculum, Pacific Collegiate School will emphasize international, cross-cultural, and technological education in order to prepare graduates for life in the 21st Century. Pacific Collegiate students will be introduced to the rich variety of world cultures and become fluent in at least one foreign language. They will become proficient in the basic information technologies essential for cultural literacy in the 21st Century.

#### **1.0 OPEN SESSION CALL TO ORDER AND ESTABLISHMENT OF QUORUM**

Tom Morell, Board President, will call the meeting to order and establish quorum.

**Board Members present:** J. Azcarate, D. Holm, S. Jinnah, J. Karno, T. Livingstone, T. Morell, L. Nagamine, K. Olson, E. Ramirez-Ruiz, T. Studley

**Provisional Board Members Present:** Kim Delaney, Chiara Garonzik, Claire Grosjean

**Board Members absent:** J. Barchas

**Staff present:** S. Fletcher, L. Friend, D. Levy, S. Kiernan

**Student Representatives Present:** S. Smith, A. Hayes

#### **2.0 APPROVAL OF AGENDA**

Agenda deletions and/or changes of sequence will be approved or the agenda will be approved as submitted.

**Motion:** T. Studley made motion to approve agenda with correction to board retreat date, correct date is 4/28/19 not 4/22/19 and deletion of item 13.0. E. Ramirez-Ruiz seconded.

**Vote:** J. Azcarate-Y, D. Holm-Y, S. Jinnah-Y, Y, J. Karno-Y, T. Livingstone-Y, T. Morell-Y, L. Nagamine-Y, K. Olson-Y, E. Ramirez-Ruiz-Y, T. Studley-Y

#### **3.0 ANNOUNCEMENT OF CLOSED SESSION**

##### **3.1 CONFERENCE WITH LABOR NEGOTIATORS**

Government Code section 54957.6:

Agency designated representatives: James E. Young, Esq.

Employee organization: United PCS/CTA

Public comments are allowed on closed session items (limited to 3 minutes per speaker)

#### **4.0 OPEN SESSION - Student Center**

Tom Morell, Board President, will discuss any reportable action(s) taken in closed session.

*No reportable action taken in closed session.*

## **5.0 OPPORTUNITY TO ADDRESS THE BOARD**

This is an opportunity for the public to address the Board regarding items not on the agenda. The Board President will recognize any member of the audience who wishes to speak on a matter directly related to school business. Each speaker on any specific topic may speak up to three (3) minutes unless otherwise limited or extended by the President. The President may allot time to those wishing to speak but no action will be taken on matters presented (E.C. Section 35145.5). If appropriate, the President, or any Member of the Board, may direct that a matter be placed on a future agenda.

*PCS teachers Jae Pasari, Gabe Cohn, Nirshan Perera, and Trung Lai addressed the Board regarding current ongoing negotiations; desire for increased salaries and changes to proposed complaint policy. Parent, Diana August, spoke in support of teachers and pay increases for teachers.*

## **6.0 ORAL COMMUNICATION FROM BOARD, STAFF, OR COMMITTEE MEMBERS**

This is an opportunity for Board, Staff or Committee members to address the Board regarding items not on the agenda. The Board President will recognize any Board, Staff or Committee member not previously placed on the agenda who wishes to speak on a matter directly related to school business. Each speaker on any specific topic may speak up to three (3) minutes unless otherwise limited or extended by the President. The President may allot time to those wishing to speak but no action will be taken on matters presented (E.C. Section 35145.5). If appropriate, the President, or any Member of the Board, may direct that a matter be placed on a future agenda.

*Development Update: J. Karno reported that the AFD as of 3/15/19 was at \$702,366 in gifts and pledges. 55% of families participating to date, seeking 100% participation. Board members asked to sign up to make reminder phone calls. Invitations for 20<sup>th</sup> Anniversary events have gone out, please RSVP and spread the word.*

## **7.0 CONSENT AGENDA**

All items appearing on the consent agenda are recommended actions which are considered to be routine in nature and will be acted upon as one motion. Information concerning the Consent Item(s) has been made available to each Board Member prior to this meeting for his/her study. Specific items may be removed for separate consideration. Item(s) removed will be considered immediately following the consent agenda motion as Deferred Consent Items.

7.1 Approve March 6, 2019 Draft Board Meeting Minutes.

7.2 DEFERRED CONSENT ITEMS (if required)

This item is placed on the agenda to address any items that might be pulled from Agenda Item 5.0 for further discussion/consideration if so determined.

*Motion: T. Strudley made motion to approve consent agenda with correction that Ken Olson was present via phone call at the 3/6/19 meeting. E. Ramirez-Ruiz seconded.*

*Vote: J. Azcarate-Y, D. Holm-Y, S. Jinnah-Y, Y, J. Karno-Y T. Livingstone-Y, T. Morell-Y, L. Nagamine-Y, K. Olson-Y, E. Ramirez-Ruiz-Y, T. Strudley-Y*

## **8.0 ORAL REPORTS**

8.1 Principal's Report 5 minutes

Simon Fletcher, Principal, will provide an update on school activities, outreach, and matters of interest.

*S. Fletcher reported that the lottery was held on 3/21/19, enrollment and new student days are in progress. Recruiting and advertising for open positions on going: college counselor, English teacher, ELA specialist, dance teacher and visual art teacher. On the dashboard, attendance is approaching the last day for ADA purposes, close to the final ADA number.*

- 8.2 Faculty Report 5 minutes  
 Lauren Friend, Faculty Representative, will provide an update on faculty activities.  
*L. Friend reported that BASH was a lovely event to celebrate Simon. Staff excited to welcome Maria Reitano as Head of School. Anaheim Choral/Band trip is tomorrow, history festival is 4/17/19 at noon.*
- 8.3 Student Representative Report 5 minutes  
 PCS Student Representatives will provide an update on student activities.  
*A. Hayes and S. Smith reported on numerous upcoming and past student events and activities.*
- 8.4 President's Report 5 minutes  
 Tom Morell, Board President, will provide an update on Board activities and matters of interest.  
*T. Morell reported that several board members attended the annual charter school conference in Sacramento in March. Board retreat agenda may include a share out of workshops attended by board members.*

## 9.0 DISCUSSION ITEMS

### 9.1 Amphitheatre Project Presentation

- Pete Rode, will give a presentation regarding the amphitheater project. 10 minutes  
*Pete Rode, PCF President, gave an update on the status of the amphitheater project. Two bids presented, one for 250K, one at 500K, to complete the project to make the area functional as a performing arts stage and a place for all school meetings. He asked the board to consider the additional funds to complete project.*

## 10.0 ACTION ITEMS

- 10.1 Treasurer's Report 5 minutes  
 Ken Olson, Board Treasurer, will review and recommend approval of PCS financials for General Account, Club, and PVA Income Statement, Balance Sheet, Cash Flow, and check registers for February 2019.  
*Treasurer's Report approved as presented.*  
**Motion:** J. Karno made motion to approve Treasurer's Report as presented. J. Azcarate seconded.  
**Vote:** J. Azcarate- Y, D. Holm-Y, S. Jinnah-Y, Y, J. Karno-Y T. Livingstone-Y, T. Morell-Y, K. Olson-Y, E. Ramirez-Ruiz-Y, T. Strudley-Y
- 10.2 Approval of Back Office Services Contract. 5 minutes  
 Ken Olson, Board Treasurer, will review and recommend approval of back office services and payroll contract.  
**Motion:** T. Strudley made motion to approve contract with Charter Impact for back office services. J. Karno seconded.  
**Vote:** J. Azcarate- Y, D. Holm-Y, S. Jinnah-Y, Y, J. Karno-Y T. Livingstone-Y, T. Morell-Y, L. Nagamine -Y, K. Olson-Y, E. Ramirez-Ruiz-Y, T. Strudley-Y
- 10.3 Uniform Complaint Policy 5 minutes  
 The Board will recommend approval of Policy.
- 10.4 Policy Prohibiting Unlawful Harassment, Discrimination, and Retaliation  
 The Board will recommend approval of Policy.
- 10.5 Internal Complaint Review Policy  
 The Board will recommend approval of Policy.
- 10.6 Whistleblower Policy  
 The Board will recommend approval of the Policy.  
*Discussion over wording of the Harassment Policy.*  
**Motion:** K. Olson made motion to approve package of polices with modification that the harassment policy have an additional clause that complaints are always heard regardless

*of time frame and that approved teaching curriculum used for school is protected from harassment policy. D. Holm seconded.*

*Vote: J. Azcarate- Y, D. Holm-Y, S. Jinnah-Y, Y, J. Karno-Y T. Livingstone-Y, T. Morell-Y, L. Nagamine-y, K. Olson-Y, E. Ramirez-Ruiz-Y, T. Strudley-Y*

**11.0 CLOSED SESSION - PUBLIC EMPLOYMENT**

Government Code section 54957

Title: Head of School

Public comments are allowed on closed session items (limited to 3 minutes per speaker)

Tom Morell, Board President, will discuss any reportable action(s) taken in closed session.

**12.0 OPEN SESSION**

Public Employee Employment; Position: Head of School

Tom Morell, Board President, will present a hiring recommendation regarding the Head of School position and will deliver an oral report regarding the compensation terms.

*T. Morell reported that Maria Reitano's contract starts 7/1/19 as a three year contract with a 3% annual increase or higher if made available to administrative staff.*

*Motion: D. Holm made motion to approve Maria Reitano's contract, J. Karno seconded.*

*Vote: J. Azcarate- Y, D. Holm-Y, S. Jinnah-Y, Y, J. Karno-Y T. Livingstone-Y, T. Morell-Y, L. Nagamine-Y, K. Olson-Y, E. Ramirez-Ruiz-Y, T. Strudley-Y*

**13.0 NOMINATION OF DIRECTORS**

Diana Holm, Vice-President and Chair of Nominations Committee will present for Board approval the recommendations of Nominations Committee for appointment to the PCS Board of Directors.

**14.0 FUTURE MEETING TOPICS**

Digital Media Policy

Special Education Department Presentation

**15.0 FUTURE MEETING SCHEDULE**

April Board Retreat, Sunday, April 22, 2019, 9:00 AM

May Board Meeting, Wednesday, May 8th, 2019, 6:00 PM

**16.0 ADJOURNMENT**

*Pacific Collegiate School does not discriminate against persons with disabilities. Upon request, the agenda can be provided in a format to accommodate special needs. Additionally, if you wish to attend this public meeting and will require assistance such as an interpreter for American Sign Language, Spanish, or other special equipment, please call the school office at 479-7785 at least five days in advance so that we can arrange for such special assistance. The school will provide at least twice the allotted comment time to a member of the public who utilizes a translator.*

**Reimagining the Possibilities of Public School**