

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



**ADULT EDUCATION**

**Agenda**

**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>**

**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 13, 2023.

Roll Call Vote:

Rudy Kastelic  
Thomas Schaaf  
Charlie Padilla

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

**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.

**4. ADJOURN TO CLOSED SESSION**

Time: \_\_\_\_\_

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

Roll Call Vote:

Rudy Kastelic  
Thomas Schaaf  
Charlie Padilla

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

**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: \_\_\_\_\_

**7. PLEDGE OF ALLEGIANCE**

Led by: \_\_\_\_\_

**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.

## **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

Roll Call Vote:

Rudy Kastelic

Thomas Schaaf

Charlie Padilla

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

**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.

Roll Call Vote:

Charlie Padilla

Rudy Kastelic

Thomas Schaaf

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

**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.

Roll Call Vote:

Rudy Kastelic

Thomas Schaaf

Charlie Padilla

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

**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.

Roll Call Vote:

Rudy Kastelic

Thomas Schaaf

Charlie Padilla

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

### **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

Roll Call Vote:

Rudy Kastelic

Thomas Schaaf

Charlie Padilla

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

### **14. ORGANIZATIONAL STRUCTURE OF THE BOARD**

#### **14.1. (Action) Election of Board Member Positions**

##### **1. Chair of the Board**

Roll Call Vote:

Rudy Kastelic

Thomas Schaaf

Charlie Padilla

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

##### **2. Vice Chair of the Board**

Roll Call Vote:

Rudy Kastelic

Thomas Schaaf

Charlie Padilla

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

##### **3. Chief Financial Officer**

Roll Call Vote:

Rudy Kastelic

Thomas Schaaf

Charlie Padilla

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

**15. PUBLIC COMMENT - CLOSED SESSION**

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

**16. ADJOURN TO CLOSED SESSION**

Time: \_\_\_\_\_

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

Roll Call Vote:

Rudy Kastelic

Thomas Schaaf

Charlie Padilla

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

**17. CLOSED SESSION**

Public Employee Performance Evaluation Pursuant to Government Code 54957

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

**18. RECONVENE REGULAR MEETING**

Time: \_\_\_\_\_

**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**

- Future agenda items

**21. CEO COMMENTS**

**22. ADJOURNMENT**

The Regular meeting of the Board of Directors adjourned at \_\_\_\_\_ p.m.

Roll Call Vote:

Rudy Kastelic

Thomas Schaaf

Charlie Padilla

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Absent \_\_\_\_\_

**FOR MORE INFORMATION**

For more information concerning this agenda, contact  
Pathways Academy Adult Education. Telephone, 760-290-4898 Ext. 101