

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



**ADULT EDUCATION**

**Agenda**

**Wednesday, May 3, 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

**Join by telephone or via Zoom conferencing link below:**  
**Dial In: 1-669-900-9128**  
**Meeting ID: 853 2972 1518**  
**Join URL: <https://us06web.zoom.us/j/85329721518>**

**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 May 3, 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 6.0.

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. Teshami Reid v. The Collaborative Charter Services Organization, et al.
- b. Yvette Lares v. The Collaborative Charter Services Organization, et al.

Public Employee Performance Evaluation Pursuant to Government Code 54957

- a. Performance Evaluation - Final Review, Executive Director

**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. 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**

9.1. Minutes of the Regular Board Meeting that was held on March 23, 2023

**Consent Calendar - Business/Financial Services**

9.2. Check Register - March 2023

**Consent Calendar - Education/Student Services**

9.3. Approval of Instructional Calendar Track 1 2023-2024

**Consent Calendar - Personnel Services**

9.4. Approval of 2023-2024 Classified 220 Employee Work Year Calendar

**Consent Calendar - Policy Development**

9.5. Approval of existing policies revised, reviewed, and eliminated by staff for the 2022-2023 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.

**4000 Series - Personnel**

4085-PAAE Payroll Withholdings Policy

**Roll Call Vote:**

Rudy Kastelic

Thomas Schaaf

Charlie Padilla

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

**10. BUSINESS/FINANCIAL SERVICES**

**10.1. (Action) Approval of CliftonLarsonAllen (CLA) Tax Form 990 Return - Year Ending June 30, 2022.**

It is recommended the Board approve the CLA Form 990 Return - Year ended June 30, 2022, for Pathways Academy Adult Education - Warner (#2052).

Roll Call Vote:

Rudy Kastelic

Thomas Schaaf

Charlie Padilla

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

**11. PERSONNEL SERVICES**

**11.1. (Action) Approval of 2023-2024 Staffing Plan**

It is recommended the Board approve the 2023-2024 Strategic Staffing Plan for Pathways Academy Adult Education - Warner (#2052).

**Fiscal Impact:** \$1,174,492

Roll Call Vote:

Rudy Kastelic

Thomas Schaaf

Charlie Padilla

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

**11.2. (Action) Approval of an Increase in the Employer Contribution towards Employee Benefits**

It is recommended the Board approve an increase in the employer contribution towards employee benefits for the 2023-2024 school year increasing Tier 1 from \$10,800/year to \$11,664/year, and Tier 2 from \$18,000/year to \$19,440.00/year.

**Fiscal Impact:** \$1,440

Roll Call Vote:

Charlie Padilla

Rudy Kastelic

Thomas Schaaf

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

**11.3. (Action) Approval of Employment Agreement for Jarom Luedtke, Executive Director, effective July 1, 2023 through June 30, 2025**

It is recommended the Board approve the Employment Agreement for Jarom Luedtke, Executive Director, effective July 1, 2023 through June 30, 2025, for Pathways Academy Adult Education - Warner (#2052).

**Fiscal Impact:** 2023 - 2024 - \$168,050.54  
2024 - 2025 - \$173,092.05

Roll Call Vote:

Charlie Padilla

Rudy Kastelic

Thomas Schaaf

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

**12. CALENDAR**

The next scheduled meeting will be held on June 6, 2023 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.

**13. BOARD COMMENTS**

- Future agenda items

**14. CEO COMMENTS**

**15. 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