

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



**ADULT EDUCATION**

**Agenda**

**Wednesday, May 11, 2022**

**Regular Meeting Begins at 12:00 p.m.**

**Closed Session Begins at 12:05 p.m.**

**Regular Meeting Reconvene at 1:00 p.m.**

**The meeting will be held virtually.**

**Join by telephone or via Zoom conferencing link below:**

**Dial In: 1-669-900-9128**

**Meeting ID: 895 3406 6648**

**Join URL: <https://us06web.zoom.us/j/89534066648>**

**MISSION STATEMENT**

Our mission is to honor students and stakeholders by providing ongoing support and servant leadership in a professional, cohesive, and collaborative manner. We will strengthen programs through collaboration, innovation, communication, and sharing of resources.

**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 760-494-9646.

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

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

**1.1. Roll Call**

Charlie Padilla	President
Rudy Kastelic	Vice President
Thomas Schaaf	Clerk

**2. APPROVE/ADOPT AGENDA**

It is recommended the Board of Directors adopt as presented, the agenda for the Regular Board meeting of May 11, 2022.

Roll Call Vote:

Charlie Padilla  
Rudy Kastelic  
Thomas Schaaf

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:

Charlie Padilla  
Rudy Kastelic  
Thomas Schaaf

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

**5. CLOSED SESSION**

Public Employee Performance Evaluation Pursuant to Government Code 54957  
a. Performance Evaluation, 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. CORRESPONDENCE/PROPOSALS/REPORTS**

- 9.1. School Highlights, Staff Recognition, Presented by Jarom Luedtke, Director
- 9.2. Organizational Chart for 2021-2022 and Proposed 2022-2023, Presented by Jarom Luedtke, Director
- 9.3. 2022-2023 Board Meeting Calendar - First Reading, Presented by Kurt Madden, Board Consultant

## **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**

- 10.1. Minutes of the Regular Board Meeting that was held on March 9, 2022

### **Consent Calendar - Business Services**

- 10.2. Check Register - April 2022
- 10.3. Approval of Surplus of Electronic Devices

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

- 10.4. Approval of 2022-2023 Certificated Employee Work Year Calendar
- 10.5. Approval of 2022-2023 Classified Employee Work Year Calendar

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

- 10.6. Approval of existing board policies revised, reviewed, and eliminated by staff for the 2021-2022 school year.

### **Board Policies: Reviewed**

The following policies are being brought to the Board without changes for annual review.

**3000 Series - Business/Non-Instructional**

3000-PAAE Fiscal Policy Overview  
3005-PAAE Purchasing Fiscal Policy  
3011-PAAE Accounts Payable and Record Keeping Policy  
3015-PAAE Accounts Receivable Fiscal Policy  
3020-PAAE Expenses Fiscal Policy  
3025-PAAE Finance Fiscal Policy

Roll Call Vote:

Charlie Padilla

Rudy Kastelic

Thomas Schaaf

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

**11. BUSINESS/FINANCIAL SERVICES**

**11.1. (Action) Approval of Charter Impact Business Management Services 2022-2023**

It is recommended the Board accept the recommendation from the CEO to enter into a contract for charter school business management services beginning July 1, 2022 through June 30, 2023, with Charter Impact for Pathways Academy Adult Education.

**Fiscal Impact:** \$69,800

Roll Call Vote:

Charlie Padilla

Rudy Kastelic

Thomas Schaaf

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

**11.2.(Action) Approval of 2022-2023 Edmentum Contract (Renewal)**

It is recommended the Board approve the 2022-2023 Edmentum Contract for Pathways Academy Adult Education - Warner (#2052).

**Fiscal Impact:** \$12,027.20

Roll Call Vote:

Charlie Padilla

Rudy Kastelic

Thomas Schaaf

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

**11.3. (Action) Approval of Sage Intacct Accounting Service Contract (Renewal)**

It is recommended the Board approve the Sage Intacct Accounting Service Contract for Pathways Academy Adult Education - Warner (#2052).

**Fiscal Impact:** \$5,116.73

Roll Call Vote:

Charlie Padilla

Rudy Kastelic

Thomas Schaaf

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

**12. PERSONNEL SERVICES**

**12.1. (Action) Approval of Job Description, Job Title, Salary Schedule, Placement on Salary Schedule, and Length of Contract for the Current Director**

It is recommended the Board approve the major components of a contract proposal for the current Director that consist of an updated job description and salary schedule, salary placement, and length of contract. The final draft of the contract will be presented at the upcoming June 15, 2022, board meeting.

**Fiscal Impact:** \$153,920.62

Roll Call Vote:

Charlie Padilla

Rudy Kastelic

Thomas Schaaf

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

**12.2. (Action) Approval of 2022-2023 Strategic Staffing Plan**

It is recommended the Board approve the 2021-2022 Strategic Staffing Plan for Pathways Academy Adult Education - Warner (#2052).

**Fiscal Impact:** \$ 1,175,360.99

Roll Call Vote:

Charlie Padilla

Rudy Kastelic

Thomas Schaaf

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

**13. POLICY DEVELOPMENT**

**13.1. (Action) Approval of New Board Policies**

It is recommended the Board approve the proposed policies. These policies will replace the current policies and will allow the Board to address any related complaints or issues that may be raised in the school/work environment.

**9000 Series - Board By-Laws**

9200 PAAE	Limits of Board Member Authority
9222 PAAE	Resignation
9223 PAAE	Filling Vacancies
9224 PAAE	Oath or Affirmation
9224E PAAE	Oath or Affirmation
9230 PAAE	Orientation
9240 PAAE	Board Training
9250 PAAE	Remuneration, Reimbursement and Other Benefits
9260 PAAE	Legal Protection
9270 PAAE	Conflict of Interest
9270E PAAE	Conflict of Interest

Roll Call Vote:

Charlie Padilla

Rudy Kastelic

Thomas Schaaf

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

**14. CALENDAR**

The next scheduled meeting will be held virtually on June 15, 2022.

**15. BOARD COMMENTS**

**16. CEO COMMENTS**

**17. ADJOURNMENT**

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

Roll Call Vote:

Thomas Schaaf

Charlie Padilla

Rudy Kastelic

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

FOR MORE INFORMATION

For more information concerning this agenda, contact  
Pathways Academy Adult Education. Telephone, 760-494-9646