

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



ADULT EDUCATION

Minutes

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 location:
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>

1. CALL TO ORDER AND ROLL CALL

Time: 9:02 a.m.

1.1. Roll Call

Rudy Kastelic	Chair	<i>Present</i>
Thomas Schaaf	Vice Chair	<i>Present</i>
Charlie Padilla	Chief Financial Officer	<i>Present</i>

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.

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

Motion carried unanimously, 3-0.

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.

There were no public comments.

4. ADJOURN TO CLOSED SESSION

Time: 9:03 a.m

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

Moved by TSchaaf	Seconded by CPadilla			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rudy Kastelic	X			
Thomas Schaaf	X			
Charlie Padilla	X			
<i>Motion carried unanimously, 3-0.</i>				

5. CLOSED SESSION

Public Employee Performance Evaluation Pursuant to Government Code 54957

- a. Performance Evaluation - 2nd Review, Executive Director

Tom Schaaf, Vice Chair, reported no action was taken during the closed session.

6. RECONVENE REGULAR MEETING

Time: 11:00 a.m.

7. PLEDGE OF ALLEGIANCE

Led by: Charlie Padilla

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.

There were no public comments

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

Moved by CPadilla

Seconded by TSchaaf

Roll Call Vote:

Ayes

Nays

Abstained

Absent

Rudy Kastelic

X

Thomas Schaaf

X

Charlie Padilla

X

Motion carried unanimously, 3-0.

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).

Moved by TSchaaf

Seconded by CPadilla

Roll Call Vote:

Ayes

Nays

Abstained

Absent

Rudy Kastelic

X

Thomas Schaaf

X

Charlie Padilla

X

Motion carried unanimously, 3-0.

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

The CEO, Jarom Luedtke, requested that the Board approve the positions included in the staffing plan to begin prior to July 1, 2023, where possible. The Board of Directors agreed to the CEO's request as long as no positions are offered prior to the State Board of Education's approval of 100% funding on or about May 19th.

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

Motion carried unanimously, 3-0.

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

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

Motion carried unanimously, 3-0.

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

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

Motion carried unanimously, 3-0.

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

The Board appreciates all the hard work that has gone into the board meeting. They are glad to hear about our WASC approval for 6 years. They would like to congratulate the Executive Director on his new contract. They are pleased with the enrollment and graduates that we have had. They would like to have one of the Board members attend the next professional development/retreat in person.

14. CEO COMMENTS

The CEO appreciates the Board Chair’s virtual attendance at the PACSAE team retreat. He feels the PACSAE Retreat was a success and the survey taken echoes his sentiments. He appreciates the support of the Board. He appreciates Charter Impact and all their help. The CEO appreciates all the staff and is confident that together with all the staff, we will conquer all the challenges that may come.

15. ADJOURNMENT

The Regular meeting of the Board of Directors adjourned at *11:51 a.m.*

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

Motion carried unanimously, 3-0.

Signed:

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Rudy Kastelic
Chair, Governing Board

Signed:

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Tabitha Richard
Clerk, Governing Board