

**PATHWAYS ACADEMY ADULT EDUCATION**  
**Regular Meeting of the Board of Directors**

**Minutes**

**Wednesday, August 11, 2021**  
**Closed Session Begins at 1:00 p.m.**  
**Regular Meeting Begins at 1:30 p.m.**



**ADULT EDUCATION**

903 Connecticut Street, Imperial Beach, CA 91932  
4506 Rita Street, La Mesa, CA 91941  
1430 5th Street, Imperial Beach, CA 91932

**Zoom Meeting Information**

**Dial In:** (669) 900-9128

**Meeting ID:** 969 2868 6330

**Join URL:** <https://zoom.us/j/96928686330>

**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 1:01 p.m.

**1.1. Roll Call**

Charlie Padilla	President	<i>present</i>
Rudy Kastelic	Vice President	<i>present</i>
Thomas Schaaf	Clerk	<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 August 11, 2021.

Moved by RKastelic Seconded by TSchaaf

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Charlie Padilla	X			
Rudy Kastelic	X			
Thomas Schaaf	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.

**4. ADJOURN TO CLOSED SESSION**

Time 1:03 p.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 RKastelic

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Charlie Padilla	X			
Rudy Kastelic	X			
Thomas Schaaf	X			

*Motion carried unanimously, 3-0.*

**5. CLOSED SESSION**

**Conference with Legal Counsel regarding Potential Litigation: 2 matters**

There is significant exposure to litigation against the Agency pursuant to Government Code Section 54956.9(d)(2)

Public Employee Performance Evaluation Pursuant to Government Code 54957

a. CEO Evaluation

**6. RECONVENE REGULAR MEETING**

Time 1:28 p.m.

*No action taken in closed session.*

**7. PLEDGE OF ALLEGIANCE**

Led by *Rudy Kastelic*

**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 - Presented by Jarom Luedtke, Director

**9.2.** The Collaborative Charter Services Organization (CSO) Update, Presented by David Franklin, CEO

**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 July 14, 2021

**10.2.** Minutes of the Board Study Session that was held on July 14, 2021

**Consent Calendar - Business Services**

**10.3.** Check Register - July 2021

**Consent Calendar - Policy Development**

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

**Board Policies: Revised**

The following are current policies that have been revised to provide clarity or alignment with changes in law or procedures.

**3000 Series - Business and Non Instructional**

- 3000-PA Overview of Fiscal Control Policy
- 3005-PA Purchasing Policy
- 3011-PA Accounts Payable and Record Keeping Policy
- 3015-PA Accounts Receivable Policy
- 3020-PA Expenses Policy
- 3025-PA Finance and Assets Policy

**Board Policies: Reviewed**

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

**1000 Series - Community Relations**

- 1035-PA Access to Public Records

**5000 Series - Student Services**

- 5010-PA Educational Records and Student Information Policy
- 5020-PA Suicide Prevention Policy (only for grades 7-12)/Mental Health Services
- 5030-PA Immunizations
- 5035-PA Student Freedom of Speech and Expression Policy
- 5045-PA Acceptable Use Policy
- 5070-PA Transgender and Gender Nonconforming Student Nondiscrimination Policy
- 5085-PA Communicable/Contagious Disease Prevention

**6000 Series - Instruction**

- 6015-PA Comprehensive Sexual Education and HIV Prevention Policy
- 6020-PA Education of Homeless Children and Youth Policy
- 6025-PA Section 504: Policy, Procedures, and Parent Rights Regarding Identification, Evaluation and Education
- 6030-PA Education of Foster Youth
- 6035-PA Mathematics Placement Policy
- 6060-PA SPED Formal Assessment Requests
- 6065-PA SPED Pin Process for Missed Services
- 6070-PA SPED Independent Educational Evaluations
- 6075-PA SPED Certificate of Completion

**Board Policies: Eliminated**

3010-PA Fiscal Control Policy

Moved by RKastelic Seconded by TSchaaf

Recommend to amend Policy 3000 to

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Charlie Padilla	X			
Rudy Kastelic	X			
Thomas Schaaf	X			

*Motion carried unanimously, 3-0.*

**11. BUSINESS/FINANCIAL SERVICES**

**11.1. (Action) Approve Consulting Agreement - KM Educational Consulting and Executive Coaching Services**

It is recommended the Board approve the Consulting Agreement with KM Educational Consulting and Executive Coaching Services for the period of September 1, 2021 through June 30, 2022.

**Fiscal Impact:** \$33,750.00 Annual Cost  
\$150/hour. Estimated total hours per month 22.5.

Moved by RKastelic Seconded by TSchaaf

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Charlie Padilla	X			
Rudy Kastelic	X			
Thomas Schaaf	X			

*Motion carried unanimously, 3-0.*

**12. ORGANIZATIONAL STRUCTURE OF THE BOARD**

**12.1. (Action) Election of Corporation Officers**

In accordance with the Board Bylaws Article VIII Officers of the Corporation, Section 3. Election of Officers, it is recommended the Board of Directors conduct the annual election for the following officer positions:

**Fiscal Impact:** None.

- 1. President**

*CEO Kurt Madden recommends Director, Jarom Luedtke, be considered for President effective September 1, 2021.*

Moved by TSchaaf Seconded by RKastelic

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Charlie Padilla	X			
Rudy Kastelic	X			
Thomas Schaaf	X			

***Motion carried unanimously, 3-0.***

## **2. Chief Financial Officer**

*CEO Kurt Madden recommends the Director of Fiscal Services with The Collaborative Charter Services Organization, Yvette Spendler, be considered for Chief Financial Officer of the corporation.*

Moved by RKastelic Seconded by TSchaaf

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Charlie Padilla	X			
Rudy Kastelic	X			
Thomas Schaaf	X			

***Motion carried unanimously, 3-0.***

## **13. PERSONNEL SERVICES**

### **13.1. (Action) Approval of Declaration of Need with the Commission on Teacher Credentialing (CTC)**

It is recommended that the Board approve the Declaration of Need For Fully Qualified Educators (DON) for the 2021-2022 school year.

**Fiscal Impact:** None.

Moved by RKastelic Seconded by TSchaaf

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Charlie Padilla	X			
Rudy Kastelic	X			
Thomas Schaaf	X			

*Motion carried unanimously, 3-0.*

**14. POLICY DEVELOPMENT**

**14.1. (Action) Approval of new board policies for the 2021-2022 school year.**

It is recommended the Board approve the new board policies for the 2021-2022 school year.

**6000 Series - Instruction**

6205 Interim Policy For Mitigation of Student Hardship Cause by COVID-19

Moved by TSchaaf Seconded by RKastelic

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Charlie Padilla	X			
Rudy Kastelic	X			
Thomas Schaaf	X			

*Motion carried unanimously, 3-0.*

**15. PUBLIC HEARING**

**15.1. (Hearing) Approval of Board Policy 6010-PA Independent Study Policy**

It is recommended the Board enter into a public hearing regarding Board Policy 6010-PA Independent Study Policy. The Board shall consider adoption of an Independent Study Policy in accordance with the requirements of Education Code Section 51747.

**6000 Series - Instruction**

6010-PA Independent Study Policy

Revised to come into alignment with the new Independent Study Education Code (AB 130).

Hearing Open: 2:22pm      Hearing Closed: 2:27pm

Moved by RKastelic Seconded by TSchaaf

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Charlie Padilla	X			
Rudy Kastelic	X			
Thomas Schaaf	X			

*Motion carried unanimously, 3-0.*

**16. CALENDAR**

The next scheduled meeting will be held virtually on September 22, 2021.

**17. BOARD COMMENTS**

The Board members express their appreciation to Kurt Madden for his efforts during the time he served as CEO for Pathways Academy Adult Education and congratulate him on the establishment of KM Consulting. The Board is looking forward to a long relationship between Pathways Academy Adult Education and KM Consulting. In preparation for the board agenda, the Board recognizes the Director of Fiscal Services, Yvette Spendler, for going above and beyond to summarize the 3000 Series of fiscal policies and the changes that were made. The Board comments on the tough year ahead and expresses gratitude to the staff.

**18. CEO COMMENTS**

The CEO thanks the Board members for the kind words and expresses excitement for his new role as a consultant and to help build the capacity of Pathways Academy Adult Education. The CEO recognizes the staff for their hard work on all policies that came forward in this meeting. He mentions it has only been a few weeks that AB104 and AB130 came about and staff was able to get the policies revised, updated, and reviewed by the legal team in that short time. The CEO informs the Board that the organization had a great Kick-Off event that was energizing and powerful.

**19. ADJOURNMENT**

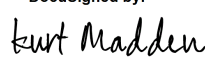
The Regular meeting of the Board of Directors adjourned at 2:34p.m.

Moved by RKastelic Seconded by TSchaaf

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Charlie Padilla	X			
Rudy Kastelic	X			
Thomas Schaaf	X			

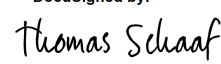
***Motion carried unanimously, 3-0.***

Signed:

DocuSigned by:  
  
643E616E19C7445

Kurt Madden  
Secretary, Governing Board

Signed:

DocuSigned by:  
  
82D1439559644FE

Thomas Schaaf  
Clerk, Governing Board



*In compliance with Government Code section 54957.5, open session materials distributed to Board Members for review prior to a meeting may be viewed at the School at 100 East San Marcos Blvd., Suite 350, San Marcos, California, or at the scheduled meeting. Board Agenda back-up materials may also be requested by calling the School at 760-494-9646. In addition, if you would like a copy of any record related to an item on the agenda, please contact the office.*

*In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the public meeting of the District's governing board, please contact the School at 760-494-9646. Notification 72 hours prior to the meeting will enable the School to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the School shall also make available this agenda and all other public records associated with this meeting in appropriate alternative formats for persons with a disability.*