

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



**ADULT EDUCATION**

**Minutes**

**Tuesday, March 18, 2025**

**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: 1-669-444-9171**

**Meeting ID: 849 3419 8259**

**Join URL: <https://us06web.zoom.us/j/84934198259>**

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

Time: 9:00 a.m.

**1.1. Roll Call**

Thomas Schaaf	Chair	<i>Present</i>
Charlie Padilla	Vice Chair	<i>Absent</i>
Rudy Kastelic	Board Member	<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 March 18, 2025.

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

*Motion carried, 2-0.*

**3. PLEDGE OF ALLEGIANCE**

Led by: *Rudy Kastelic*

**4. PUBLIC COMMENT - CLOSED SESSION**

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

*There were no public comments.*

**5. ADJOURN TO CLOSED SESSION**

Time: *9:05 a.m.*

The Board will consider and may act on any of the Closed Session matters listed in Agenda Item 6.0.

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

*Motion carried, 2-0.*

**6. 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.

Public Employment (Gov. Code Code § 54957(b))

- b. Title: Chief Executive Officer

**7. RECONVENE REGULAR MEETING**

Time: *10:15 a.m.*

**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; Pathways Principles of Excellence; Presented by Jarom Luedtke (CEO & Executive Director)

**9.2.** Counseling Team Update, Presented by Lara Abou-Sakher (Assistant Director)

- 9.3. Educational Partner Input Survey Results, Presented by Moana Miller (Special Projects Coordinator)
- 9.4. Presentation by Deveau Burr Group (DBG)
- 9.5. Human Resource Services Update Presented by Sabrina Baker with Acacia Solutions
- 9.6. Presentation of updated Mission, Vision, and Core Values
- 9.7. Charter Impact Contract Discussion
- 9.8. Potential One-Time Discretionary Funds Discussion

## 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 December 10, 2024
- 10.2. Minutes of the Study Session that was held on January 21, 2025
- 10.3. Minutes of the CEO Evaluation Committee Meeting that was held on March 4, 2025

### **Consent Calendar - Business/Financial Services**

- 10.4. Check Register - December 2024 - February 2025

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

- 10.5. Approval of Certificated Personnel Report
- 10.6. Approval of Classified Personnel Report

### **Consent Calendar - Education/Student Services**

- 10.7. 2025-2026 School Instructional Calendars

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

- 10.8. Approval of existing policies revised, reviewed, and eliminated by staff for the 2024-2025 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 - Personnel**

4170 / 4170E\* Injury Illness Prevention Plan

*Board Member Rudy Kastelic made a motion to pull Item 10.2 for discussion. All remaining items on the agenda were approved.*

Moved by TSchaaf

Seconded by RKastelic

Roll Call Vote:      Ayes   Nays   Abstained   Absent

Thomas Schaaf	X	
Charlie Padilla		X
Rudy Kastelic	X	

*A motion was made by Thomas Schaaf and seconded by Rudy Kastelic to approve Item 10.2.*

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

*Motion carried, 2-0.*

**11. BUSINESS/FINANCIAL SERVICES**

**11.1. (Action) Approval of Annual Audit Engagement Services Agreement & Annual Tax Exempt Returns and Filings Agreement between CliftonLarsonAllen (CLA) for Pathways Academy Adult Education**

It is recommended the Board approve the annual Audit Engagement Services between CliftonLarsonAllen (CLA) for Pathways Academy Adult Education for the year ending June 30, 2025.

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

*Motion carried, 2-0.*

**11.2. (Action) Approval of CliftonLarsonAllen (CLA) 990 Form Income Tax Return - Year Ending June 30, 2024.**

It is recommended the Board approve the CLA 990 Form Income Tax Return - Year ended June 30, 2024, for Pathways Academy Adult Education.

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

*Motion carried, 2-0.*

**11.3. (Action) Approval of Second Interim Financial Report**

It is recommended the Board approve the Second Interim Financial Report for Pathways Academy Adult Education.

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

*Motion carried, 2-0.*

**11.4. (Action) Approval of Resolution No. 2025-18-03 One-Time Executive Team Retention Bonus (excluding the CEO)**

It is recommended the Board approve Resolution No. 2025-18-03 One-Time Executive Team Retention Bonus (excluding the CEO)

**Fiscal Impact: \$25,625 (100% Instruction Related)**

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

*Motion carried, 2-0.*

**12. CALENDAR**

The next scheduled regular board meeting will be held on April 29, 2025 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: CEO retention bonus, expansion of the Board, and potential student scholarships for the 2024–25 school year. The Board also discussed a policy update regarding increasing the number of Board members and the possibility of sending a blast email to partners to announce the open Board seat.

