

Pacific Heritage Academy Board Minutes
June 19, 2025, (via Google Meet) 5:36-6:28 pm
Pacific Heritage Academy
(Draft: Pending Board Approval)

Agenda Item	Minutes
Call to Order/ Roll Call	Present: Sarah Erb, Jay Frost, Ben Brown. Charlotte Tulevukai came later. Excused: Wayne Clausing
Review/Approve Minutes • May 29, 2025	Ben makes a motion to approve the Board Minutes , Jay seconds, and motion passes unanimously.
Public Comment:	None
Parent Teacher Organization Discussion:	Sarah: PTA Organization does the heavy lifting. Asks for \$6 dues. Look for that at the beginning of school.
Financial Report:	<p>Rich:</p> <ul style="list-style-type: none"> Finances for May and 2024-25 presented. DCOH: 47, 67 Bondholders' meeting was a few weeks ago and they should be happy with the budget for next year. <p>Ben makes a motion to approve the May Financial report, Jay seconds, and motion passes unanimously.</p> <ul style="list-style-type: none"> Final budget for 2024-25 was presented. <p>Ben makes a motion to approve the Final budget for 2024-25, Jay seconds, and motion passes unanimously.</p> <ul style="list-style-type: none"> Budget for 2025-26 was presented. <p>Ben makes a motion to approve the FY25-26 budget, Jay seconds, and motion passes unanimously.</p> <ul style="list-style-type: none"> Paid Parental and Postpartum Recovery Leave was presented. 6 weeks paid recovery 3 weeks for fathers as well for adoption or care or placement of child <p>Jay makes a motion to approve the Paid Parental and Postpartum Recovery Leave Policy, Ben seconds, motion passes unanimously.</p> <ul style="list-style-type: none"> Salary Supplement for Highly Needed Educators Program Policy (SHINE Policy) was presented. Sheena has decided that each of our teachers are hard to hire for, so that amount will be divided up <p>Ben makes a motion to approve the SHINE Policy (Salary Supplement for Highly Needed Educators Program Policy), Jay seconds, motion passes unanimously.</p> <ul style="list-style-type: none"> Fraud Risk assessment score has not changed. Each board member can create an account and the State has proof of board member training.
School Land Trust	None

School Report:	<p>Sheena: Director's Report</p> <ul style="list-style-type: none"> • Enrollment: 311 + 31 New Students = 342 • Full Teaching Staff for SY 25-26 • APPEL Teachers: Sharon M., Risha T., Camille B. • Math Endorsement: Briam J. • Some RISE scores were presented; we will receive all scores later. • Looking to use Common Lit from EL. • Goals set to 42% for ELA, 27% for Math, and 36% for Science • Compared to State goals: 46% for ELA, 42% for Math, and 45% for Science. • Safety Mandates - we might receive letters of Non-Compliant for lack of trained Guardian, Safety film, and other safety mandates, but Deputy Chief Van Emmerik has told us that this has been a problem for most schools in the state and we will have a few years to get compliant. • Sheena has attended events where family interest in our school was received. • West Fest
Next Board Meeting	August 21, 2025 (No July Meeting)
Meeting Adjourned	<p>Ben makes a motion to adjourn the meeting. Charlotte seconds, and meeting is adjourned.</p> <p>Meeting ended at 6:28 p.m.</p>