

Pacific Heritage Academy Board Minutes
November 20, 2025, (via Google Meet) 5:31-5:55 p.m.
Pacific Heritage Academy
Draft (Pending Board Approval)

Agenda Items	Minutes
Call to Order/Roll Call	Present: Sarah Erb, Wayne Clausing, Jay Frost. Ben Brown came in after roll call. Excused: Charlotte Tulevukai
Previous Board Minutes: • Minutes from October 23, 2025	Wayne makes a motion to approve the board minutes, Jay seconds and the motion passes unanimously.
Public Comment:	None
Financial Report:	<p>Rich:</p> <ul style="list-style-type: none"> • The required board training and conflict of interest form now needs to be tracked on a spreadsheet with the date that was reported completed. • FY 25 Audit will be released and the audit committee will need to review that and present recommendations in January • October Financials were presented. • DCOH: 65 <p>Motion to approve the financials for October 2025 made by Ben, Wayne seconds, and motion passes unanimously.</p>
Safety Grant/Camera Purchase:	<p>Sheena & Valerie:</p> <ul style="list-style-type: none"> • Geneva to install new cameras as soon as they can.
School Report	<p>Sheena: Director's Report</p> <ul style="list-style-type: none"> • Enrollment: 334 • Data Privacy statement for website to be posted soon. • Turkey Trot 11/21 • Thanksgiving Break 11/24-28
Next Board Meeting:	January 15, 2026
Meeting Adjourned	<p>Wayne makes a motion to adjourn the meeting. Ben seconds and the meeting is adjourned.</p> <p>The meeting ended at 5:55 p.m.</p>