



PACIFIC VIEW CHARTER SCHOOL

Regular Meeting of the Board of Trustees Board Packet

Tuesday, August 18, 2026 at 3:00pm

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PACIFIC VIEW CHARTER SCHOOL

A California Public School and Nonprofit 501(c)(3) Corporation
3670 Ocean Ranch Blvd., Oceanside, CA 92056 | (760) 757-0161
22695 Alessandro Blvd., Moreno Valley, CA 92533 | Phone # (951) 697-1990



Agenda - Regular Meeting of the Board of Trustees

Tuesday, August 18, 2026 at 3:00pm

1 OPEN SESSION

- 1.1 Call To Order
- 1.2 Roll Call
- 1.3 Pledge Of Allegiance
- 1.4 Introductions

2 APPROVAL OF AGENDA

3 CONSENT AGENDA

- 3.1 [Meeting Minutes from July 21, 2026](#)

4 PUBLIC COMMENTS

5 ACTION AND DISCUSSION ITEMS

5.1 **Discussion:**

- 5.1.1 Executive Director's Report
- 5.1.2 Marketing Presentation

5.2 **Action: Fiscal & Operations**

- 5.2.1 *Consideration and Approval of:* [Arts, Music, and Instructional Materials Discretionary Block Grant Plan - Final](#)
- 5.2.2 *Consideration and Approval of:* [25-26 Unaudited Actuals Alt Form](#)
- 5.2.3 *Consideration and Approval of:* [EPA Resolution & Spending Plan](#)
- 5.2.4 *Consideration and Approval of:* [Board Warrant Listing July 1-31](#)

5.3 **Action: Administrative**

None

5.4 **Action: Curriculum & Instruction**

None

5.5 **Action: Personnel**

- 5.5.1 *Consideration and Approval of:* [Job Description: Long Term Substitute Teacher](#)

6 INFORMATION ITEMS

- 6.1 Board/Staff Communication and Announcements
- 6.2 Important Dates:

7 CLOSED SESSION:

Closed session regarding potential litigation (Government Code 54956.9[b])

8 ADJOURNMENT

Mission: The Pacific View Charter School community is focused on the success of each student and partners with parents/guardians in the education of their children. The school is committed to providing a safe and inclusive educational environment for all students. Highly skilled credentialed teachers guide the learning process using personalized learning, resources, and curriculum to prepare students for colleges and/or careers.

Public Comments: Members of the public may speak on items not listed on the agenda for 3 minutes each not to exceed 20 minutes for all topics. Extra time may be granted as needed. Board members will not respond to presentations and no action can be taken

Consent Items: Unless a trustee pulls an item, one board vote will approve all items without discussion.

Closed Session: Allowed per Gov. Ed. Code on student discipline (48900), confidential matters (35146), potential or pending litigation (54956.9), personnel (54957), labor (3540-3549.3) or property negotiations (54956.8, 54957.1(a)).

American with Disabilities Act: For accommodations related to disabilities to attend/participate in meetings call 760-757-0161 at least 24 hours prior to.

Brown Act: Agendas can be reviewed at 3670 Ocean Ranch Blvd., Oceanside CA, at 22695 Alessandro Blvd., Moreno Valley, CA 92533 and on the website at: www.pacificview.org

Translation Services: Call 760-757-0161 at least 24 hours prior to a meeting.

Pacific View Charter Board Meeting

August 18, 2026

Consent Agenda

CONSENT AGENDA ITEMS

3.1 - Meeting Minutes from July 21, 2026

Information/Summary

Approval of consent agenda means ALL items appearing in this section are adopted by one single motion unless a Board Member requests that any item be removed from the consent agenda and voted upon separately.

Responsible Party

Executive Director Gorence, or designee, will respond to board questions if an item is pulled for discussion.

Recommended Action:

That the Board approves the consent agenda.



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Minutes - Regular Meeting of the Board of Trustees

Tuesday July 21, 2026 at 3:00pm

1 OPEN SESSION

1.1 Call To Order at 3:00PM

1.2 Roll Call

Present in Oceanside: Kathi Cohen

Present in Moreno Valley: Ricardo Sanchez

1.3 Pledge Of Allegiance

1.4 Introductions

Present in Oceanside: Erin Gorence, Jill Chang, Robert Merril, Geoff Weeks, Jodi Campanelli,,
Zuleyma Hernandez, Linda Moore, Gayle Johnson, Celia Hernandez

Present via videoconference: Jesse Leon

2 26-27 ANNUAL ORGANIZATIONAL MEETING

Results of the 26-27 Annual Organizational Meeting

Election of Trustees

Upon a motion duly made by Ricardo Sanchez and seconded by Kathi Cohen, the Board voted unanimously to elect Kathi Cohen, Ricardo Sanchez, and Noel Ross to serve as Trustees of the Pacific View Charter Board for a one-year term, effective immediately.

Election of Officers

The Board proceeded to nominate and elect the Executive Officers for the 2026-27 governance year. Upon motions duly made by Kathi Cohen, seconded by Ricardo Sanchez, and carried, the following individuals were elected to their respective positions:

President: Kathi Cohen

Vice President: Ricardo Sanchez

Secretary: Diane Gibson

3 APPROVAL OF AGENDA

Motion to approve the July 21, 2026 Agenda was made by: Ricardo Sanchez

Seconded by: Kathi Cohen

Ayes: Kathi Cohen, Ricardo Sanchez

Nos: None

Absent: Noel Ross

4 CONSENT AGENDA

4.1 [Meeting Minutes from June 23, 2026](#)

Motion to approve the June 23, 2026 Meeting Minutes was made by: Ricardo Sanchez

Seconded by: Kathi Cohen

Ayes: Kathi Cohen, Ricardo Sanchez

Nos: None

Absent: Noel Ross

5 PUBLIC COMMENTS

6 ACTION AND DISCUSSION ITEMS

6.1 **Discussion: Executive Director's Report**

6.2 **Action: Fiscal & Operations**

6.2.1 *Review & Ratify:* [Board Warrant Listing June 1-30](#)

Motion to approve June 1-30 2026 Board Warrant Listing was made by: Ricardo Sanchez

Seconded by: Kathi Cohen

Ayes: Kathi Cohen, Ricardo Sanchez

Nos: None

Absent: Noel Ross

6.3 **Action: Administrative**

6.3.1 *Consideration & Approval of:* [Fiscal Policy #8](#)

Motion to approve Fiscal Policy #8 was made by: Ricardo Sanchez

Seconded by: Kathi Cohen

Ayes: Kathi Cohen, Ricardo Sanchez

Nos: None

Absent: Noel Ross

6.3.2 *Consideration & Approval of:* [Fiscal Policy #9](#)

Motion to approve Fiscal Policy #9 was made by: Ricardo Sanchez

Seconded by: Kathi Cohen

Ayes: Kathi Cohen, Ricardo Sanchez

Nos: None

Absent: Noel Ross

6.3.3 *Consideration & Approval of:* [Fiscal Policy #10](#)

Motion to approve Fiscal Policy #10 was made by: Ricardo Sanchez

Seconded by: Kathi Cohen

Ayes: Kathi Cohen, Ricardo Sanchez

Nos: None

Absent: Noel Ross

6.3.4 *Consideration & Approval of:* [Student Policy #6 Revision](#)

Motion to approve Student Policy #6 Revision was made by: Ricardo Sanchez

Seconded by: Kathi Cohen

Ayes: Kathi Cohen, Ricardo Sanchez

Nos: None

Absent: Noel Ross

6.3.5 *Consideration & Approval of:* [Student Policy #35](#)

Motion to approve Student Policy #35 was made by: Ricardo Sanchez

Seconded by: Kathi Cohen

Ayes: Kathi Cohen, Ricardo Sanchez

Nos: None

Absent: Noel Ross

6.3.6 *Consideration & Approval of:* [Curriculum Policy #14](#)

Motion to approve Curriculum Policy #14 was made by: Ricardo Sanchez

Seconded by: Kathi Cohen

Ayes: Kathi Cohen, Ricardo Sanchez

Nos: None

Absent: Noel Ross

6.4 **Action: Curriculum & Instruction**

6.4.1 *Consideration & Approval of:* [Yearbook A/B Course Outlines](#)

Motion to approve the Yearbook A/B Course Outlines was made by: Ricardo Sanchez

Seconded by: Kathi Cohen

Ayes: Kathi Cohen, Ricardo Sanchez
Nos: None
Absent: Noel Ross

6.5 ***Discussion/Action: Personnel - None***

6.5.1 *Consideration & Approval of:* [K-12 Art Teacher Job Description](#)

Motion to approve the K-12 Art Teacher Job Description was made by: Ricardo Sanchez

Seconded by: Kathi Cohen

Ayes: Kathi Cohen, Ricardo Sanchez

Nos: None

Absent:

7 INFORMATION ITEMS

7.1 Legislation Updates: None

7.2 Board/Staff Communication and Announcements:

7.3 Important Dates: Upcoming Board Meetings:

OUSD Renewal Hearing - August 11 at 5:00pm,

OUSD Renewal Vote - September 8 at 5:00pm

8 ADJOURNMENT at 3:25

Pacific View Charter Board Meeting

August 18, 2026

Fiscal & Operations

AGENDA ITEM

5.2.1 - Arts, Music, and Instructional Materials Discretionary Block Grant Plan

Information Summary

Established by Assembly Bill 181 and amended by subsequent legislation (AB 185 and SB 153), the Arts, Music, and Instructional Materials Discretionary Block Grant (Resource Code 6762) provided one-time funding to local educational agencies (LEAs). The local governing board must review and approve this final expenditure plan at a regularly scheduled public meeting.

Responsible Party

Fiscal and Operations Coordinator Chang will discuss the Arts, Music, and Instructional Materials Discretionary Block Grant Plan

Recommended Action:

That the Board approves the Arts, Music, and Instructional Materials Discretionary Block Grant Plan as presented.



Arts, Music, and Instructional Materials (AMIM) Discretionary Block Grant Expenditure Plan

Background:

Included in the Governor's 2022-2023 Budget, the Arts, Music, and Instructional Materials Discretionary Block Grant provided \$3.6B in one-time funding to local educational agencies (LEAs). Funds were available for encumbrance through June 30, 2026. Pacific View Charter's allocation was \$449,709.

Allowable uses of the one-time, restricted funds included but were not limited to:

- Obtaining standards-aligned professional development and acquire instructional materials
- Obtaining instructional materials and professional development aligned to best practices for improving school climate, including training on de-escalation and restorative justice strategies, digital literacy, physical education, and learning through play
- Developing diverse book collections and obtaining culturally relevant texts
- Paying for operational costs, including, but not limited to, retirement and health care cost increases
- Responding to the COVID-19 pandemic.

Pacific View Charter utilized the majority of these one-time restricted funds to offset operational costs and employee health and welfare benefits in its unrestricted general fund, while also making direct investments in instructional materials and professional development to maintain aligned student learning opportunities.

	22-23	23-24	24-25	25-26	Totals
Instructional Materials	108	68,449	0		68,557
Professional Development	11,990				11,990
Health & Welfare Benefit Offset				136,876	136,876
Other Operational costs	10,344			221,942	232,286
	\$ 22,442	\$ 68,449	\$ -	\$ 358,818	\$ 449,709

Pacific View Charter Board Meeting

August 18, 2026

Fiscal & Operations

AGENDA ITEM

5.2.2 - FY25-26 PVC Unaudited Actuals

Information Summary

Unaudited actuals are the final, year-end financial reports submitted by local educational agencies (LEAs) to the California Department of Education (CDE). These reports detail the LEA's financial activity for the fiscal year (July 1 through June 30).

Responsible Party:

Financial Consultant Stephanie Whitehouse will discuss the Unaudited Actuals.

Recommended Action:

That the Board approve the FY25-26 Unaudited Actuals.

PACIFIC VIEW CHARTER

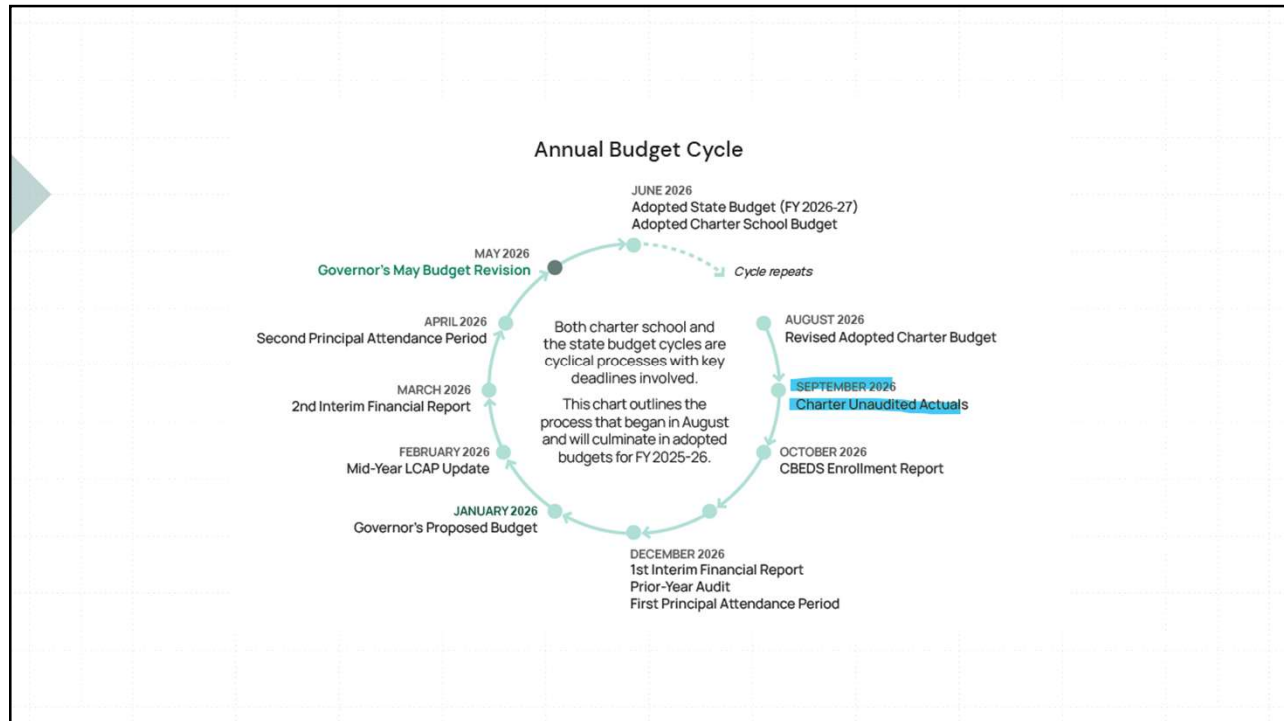
Financial Update
Tuesday, August 18th, 2026

Presented By



Presentation Agenda

- Unaudited Actuals Highlights
- Prop 30 Resolution Education Protection Account



Budget Highlights

Revenues	Estimated Actuals	Actuals	Variance \$	Variance %
LCFF sources	\$ 8,384,493	\$ 8,390,300	\$ 5,807	0%
Federal sources	598,428	607,415	8,987	2%
State sources	1,674,296	1,684,953	10,657	1% *
Local sources	448,751	439,824	(8,927)	-2%
	11,105,968	11,122,492	16,524	
Expense	Budget	Actuals	Variance	
Certificated salaries	\$ 4,408,709	\$ 4,409,576	\$ 867	0%
Classified salaries	1,376,173	1,347,202	(28,971)	-2%
Employee benefits	2,643,245	2,617,386	(25,859)	-1% *
Material and supplies	369,712	302,206	(67,506)	-18% **
Services and opex	1,768,576	1,569,901	(198,675)	-11% **
Depreciation expense	179,580	180,010	430	0%
Interest expense	38,546	43,639	5,093	13%
	10,784,541	10,469,920	(314,621)	
*STRS on behalf entry \$473,555				
**Underspent categories				
Overall year ended with surplus of	\$ 321,427	\$ 652,572		
Fund balance Reserve		15,270,029		
		146%		

One Time Funds Update

			6/30/26
One time	Resource	Spend By	Balance
Student Support	6019	6/30/28	179,665
UPK Planning	6053	6/30/28	14,662
Learning Recovery	7435	6/30/28	607,096
			\$ 801,424

Cash Update – Cash is King!

	Gold Standard	Cash Balance as of 6/30/26
3 months of payroll	\$2,949,240	\$11,417,172
Days Cash on Hand	60	387

Unaudited Actuals

- Unaudited Actuals are required of all school districts and charter schools and are used by the CDE and charter school authorizing agencies, respectively, to determine financial viability and sustainability. As the reports are comparable in structure, their content can be analyzed for reasonableness and whether they provide an accurate picture of a school district's or charter school's financial situation.
- Similar to the Preliminary Budget template; Unaudited Actuals – Alt Form template is structured to promote uniformity across the major financial reports required of charters schools.
- The board is approving the Unaudited Actuals – Alt Form tonight

Prop 30 Resolution Education Protection Account

What is the EPA?

- The Education Protection Account (EPA) was created in November 2012 by Proposition 30, The Schools and Local Public Safety Protection Act of 2012, and it was implemented in 2013. The EPA is governed by Section 36 of Article XIII of the California Constitution, which was amended by Proposition 55 in November 2016.

The revenues generated from Section 36 of Article XIII of the California Constitution are deposited into a state account called the Education Protection Account. Of the funds in the account, 89 percent is provided to K-12 education and 11 percent to community colleges.

- Pacific View uses EPA funds solely for teacher salaries.
- The law requires that the use of EPA funds be determined by the governing board in an open public meeting.

Charter School Certification - July 1, 2025 to June 30, 2026

County: San Diego

Charter Number: 0247

Note: An Alternative Form submitted to the California Department of Education will not be considered a valid submission if the following information is missing:

For information regarding this report, please contact:

For County Fiscal Contact:	For Approving Entity:	For Charter School:
Name: Roxanna Travers	Name: Francesca Martinez	Name: Erin Gorence
Title: Financial Accounting & Data Support Mgr	Title: Executive Director, Fiscal Services	Title: Executive Director
Telephone: 858-295-6700	Telephone: 760-966-4075	Telephone: 760-757-0161
Email address: roxanna.travers@sdcoe.net	Email address: jennifer.robinson@oside.us	Email address: egorence@pacificview.org

To the Entity that Approved the Charter School:

2025–26 Charter School Unaudited Actuals Financial Report — Alternative Form:

- ☐ (Unselected) This report has been approved, and is hereby filed by the charter school pursuant to *Education Code* Section 42100(b).

Charter School Official:

Signature (*Original Signature Required*): _____

Date (MM/DD/YYYY): _____

Printed Name: Erin Gorence

Title: Executive Director

To the County Superintendent of Schools:

2025–26 Charter School Unaudited Actuals Financial Report — Alternative Form:

- ☐ (Unselected) This report is hereby filed with the County Superintendent pursuant to *Education Code* Section 42100(a).

Authorized Representative of Charter Approving Entity:

Signature (*Original Signature Required*): _____

Date (MM/DD/YYYY): _____

Printed Name: _____

Title: _____

To the Superintendent of Public Instruction:

2025–26 Charter School Unaudited Actuals Financial Report — Alternative Form:

- ☐ (Unselected) This report has been verified for mathematical accuracy by the County Superintendent of Schools pursuant to *Education Code* Section 42100(a).

County Superintendent/Designee:

Signature (*Original Signature Required*): _____

Date (MM/DD/YYYY): _____

Alternative Form - July 1, 2025 to June 30, 2026

County: San Diego

Charter Number: 0247

This charter school uses the following basis of accounting: (Select one)

(X) (Selected) Accrual Basis (Applicable Capital Assets/Interest on Long-Term Debt/Long-Term Liabilities/Net Position objects are 6900–6920, 7438, 9400–9489, 9660–9669, 9796, and 9797)

() (Unselected) Modified Accrual Basis (Applicable Capital Outlay/Debt Service/Fund Balance objects are 6100–6170, 6200–6700, 7438, 7439, and 9711–9789)

Description	Object Codes	Unrestricted	Restricted	Total
A. Revenues				
1. Local Control Funding Formula (LCFF) Sources	-	-	-	-
State Aid - Current Year	8011	3,847,135.00	-	3,847,135.00
Education Protection Account State Aid - Current Year	8012	1,570,853.00	-	1,570,853.00
State Aid - Prior Years	8019	5,807.00	-	5,807.00
Transfers to Charter Schools in Lieu of Property Taxes	8096	2,966,505.00	-	2,966,505.00
Other LCFF Transfers	8091, 8097	0.00	0.00	0.00
Total, LCFF Sources		8,390,300.00	0.00	8,390,300.00
2. Federal Revenues (See note in Section L)	-	-	-	-
Every Student Succeeds Act	8290	-	202,192.00	202,192.00
Special Education - Federal	8181, 8182	-	90,477.00	90,477.00
Child Nutrition - Federal	8220	-	0.00	0.00
Donated Food Commodities	8221	-	0.00	0.00
Other Federal Revenues	8110, 8260–8299	0.00	314,746.00	314,746.00
Total, Federal Revenues		0.00	607,415.00	607,415.00
3. Other State Revenues (StateRev)	-	-	-	-
Special Education (SE) - State	StateRevSE	-	764,385.26	764,385.26
All Other (AO) State Revenues	StateRevAO	141,459.27	1,252,663.55	1,394,122.82
Total, Other State Revenues		141,459.27	2,017,048.81	2,158,508.08
4. Other Local Revenues (LocalRev)	-	-	-	-
All Other Local Revenues	LocalRevAO	439,823.52	0.00	439,823.52
Total, Local Revenues		439,823.52	0.00	439,823.52
5. Total Revenues		8,971,582.79	2,624,463.81	11,596,046.60
B. Expenditures (See note in Section L)				
1. Certificated Salaries	-	-	-	-
Certificated Teachers' Salaries	1100	2,134,356.82	990,792.20	3,125,149.02
Certificated Pupil Support Salaries	1200	49,650.81	233,334.71	282,985.52

Description	Object Codes	Unrestricted	Restricted	Total
Certificated Supervisors' and Administrators' Salaries	1300	842,376.67	159,064.96	1,001,441.63
Other Certificated Salaries	1900	0.00	0.00	0.00
Total, Certificated Salaries		3,026,384.30	1,383,191.87	4,409,576.17
2. Noncertificated Salaries	-	-	-	-
Noncertificated Instructional Salaries	2100	321,425.93	216,181.07	537,607.00
Noncertificated Support Salaries	2200	73,534.20	61,517.05	135,051.25
Noncertificated Supervisors' and Administrators' Salaries	2300	158,979.04	0.00	158,979.04
Clerical, Technical and Office Salaries	2400	515,564.37	0.00	515,564.37
Other Noncertificated Salaries	2900	0.00	0.00	0.00
Total, Noncertificated Salaries		1,069,503.54	277,698.12	1,347,201.66
3. Employee Benefits	-	-	-	-
State Teachers' Retirement System (STRS)	3101–3102	545,458.28	743,370.34	1,288,828.62
Public Employees' Retirement System (PERS)	3201–3202	306,831.30	59,762.19	366,593.49
Social Security Taxes (OASDI)/Medicare/Alternative	3301–3302	130,849.66	38,380.83	169,230.49
Health and Welfare Benefits	3401–3402	680,702.78	495,450.01	1,176,152.79
Unemployment Insurance	3501–3502	2,423.66	2,062.50	4,486.16
Workers' Compensation Insurance	3601–3602	52,193.04	20,339.05	72,532.09
Postemployment Benefits Other Than Pension (OPEB), Allocated	3701–3702	0.00	0.00	0.00
OPEB, Active Employees	3751–3752	0.00	0.00	0.00
Other Employee Benefits	3901–3902	0.00	13,115.90	13,115.90
Total, Employee Benefits		1,718,458.72	1,372,480.82	3,090,939.54
4. Books and Supplies	-	-	-	-
Approved Textbooks and Core Curricula Materials	4100	0.00	43,597.91	43,597.91
Books and Other Reference Materials	4200	0.00		0.00
Materials and Supplies	4300	58,196.94	10,945.38	69,142.32
Noncapitalized Equipment	4400	48,103.53	17,186.11	65,289.64
Food	4700	101,260.14	22,915.83	124,175.97
Total, Books and Supplies		207,560.61	94,645.23	302,205.84
5. Services and Other Operating Expenditures	-	-	-	-
Subagreements for Services	5100	0.00	0.00	0.00
Travel and Conferences	5200	12,783.88	6,371.96	19,155.84
Dues and Memberships	5300	26,034.79	0.00	26,034.79
Insurance	5400	0.00	109,646.11	109,646.11
Operations and Housekeeping Services	5500	162,284.38	0.00	162,284.38
Rentals, Leases, Repairs, and Noncapitalized Improvements	5600	61,446.36	0.00	61,446.36
Transfers of Direct Costs	5700–5799	0.00	0.00	0.00

Description	Object Codes	Unrestricted	Restricted	Total
Professional/Consulting Services and Operating Expenditures	5800	754,499.41	405,775.30	1,160,274.71
Communications	5900	30,285.57	773.00	31,058.57
Total, Services and Other Operating Expenditures		1,047,334.39	522,566.37	1,569,900.76
6. Capital Outlay (Objects 6100–6170, 6200–6700 modified accrual basis only)	-	-	-	-
Land and Land Improvements	6100–6170	-	-	0.00
Buildings and Improvements of Buildings	6200	-	-	0.00
Books and Media for New School Libraries or Major Expansion of School Libraries	6300	-	-	0.00
Equipment	6400	-	-	0.00
Equipment Replacement	6500	-	-	0.00
Lease Assets	6600	-	-	0.00
Subscription Assets	6700	-	-	0.00
Depreciation Expense (Accrual basis only)	6900	180,010.32	0.00	180,010.32
Amortization Expense - Lease Assets (Accrual basis only)	6910	0.00	0.00	0.00
Amortization Expense - Subscription Assets (Accrual basis only)	6920	0.00	0.00	0.00
Total, Capital Outlay		180,010.32	0.00	180,010.32
7. Other Outgo	-	-	-	-
Tuition to Other Schools	7110–7143	0.00		0.00
Transfers of Pass-Through Revenues to Other Local Educational Agencies (LEAs)	7211–7213	0.00	0.00	0.00
Transfers of Apportionments to Other LEAs - Special Education	7221–7223SE	-	0.00	0.00
Transfers of Apportionments to Other LEAs - All Other	7221–7223AO	0.00	0.00	0.00
All Other Transfers	7281–7299	0.00	0.00	0.00
Transfers of Indirect Costs	7300–7399	0.00	0.00	0.00
Debt Service:	-	-	-	-
Interest	7438	43,638.91	0.00	43,638.91
Principal (For modified accrual basis only)	7439	-	-	0.00
Total Debt Service		43,638.91	0.00	43,638.91
Total, Other Outgo		43,638.91	0.00	43,638.91
8. Total Expenditures		7,292,890.79	3,650,582.41	10,943,473.20
C. Excess (Deficiency) of Revenues over Expenditures before Other Financing Sources and Uses (A5 - B8)		1,678,692.00	(1,026,118.60)	652,573.40
D. Other Financing Sources/Uses				
1. Other Sources	8930–8979	0.00	0.00	0.00
2. Less: Other Uses	7630–7699	0.00	0.00	0.00
3. Contributions Between Unrestricted and Restricted Accounts (must net to zero)	8980–8999	(1,026,118.59)	1,026,118.59	0.00

Description	Object Codes	Unrestricted	Restricted	Total
4. Total Other Financing Sources/Uses		(1,026,118.59)	1,026,118.59	0.00
E. Net Increase (Decrease) in Fund Balance/Net Position (C + D4)		652,573.41	(.01)	652,573.40
F. Fund Balance/Net Position				
1. Beginning Fund Balance/Net Position	-	-	-	-
a. As of July 1	9791	14,650,686.39	54,672.00	14,705,358.39
b. Adjustments/Restatements	9793, 9795	(87,902.39)	0.00	(87,902.39)
c. Adjusted Beginning Fund Balance/Net Position		14,562,784.00	54,672.00	14,617,456.00
2. Ending Fund Balance/Net Position, June 30 (E + F1c)		15,215,357.41	54,671.99	15,270,029.40
Components of Ending Fund Balance (Modified Accrual Basis only)	-	-	-	-
a. Nonspendable	-	-	-	-
1. Revolving Cash (equals Object 9130)	9711	-	-	0.00
2. Stores (equals Object 9320)	9712	-	-	0.00
3. Prepaid Expenditures (equals Object 9330)	9713	-	-	0.00
4. All Others	9719	-	-	0.00
b. Restricted	9740	-	-	0.00
c. Committed	-	-	-	-
1. Stabilization Arrangements	9750	-	-	0.00
2. Other Commitments	9760	-	-	0.00
d. Assigned	9780	-	-	0.00
e. Unassigned/Unappropriated	-	-	-	-
1. Reserve for Economic Uncertainties	9789	-	-	0.00
2. Unassigned/Unappropriated Amount	9790M	-	-	0.00
3. Components of Ending Net Position (Accrual Basis only)	-	-	-	-
a. Net Investment in Capital Assets	9796	4,719,010.93	0.00	4,719,010.93
b. Restricted Net Position	9797	-	54,672.00	54,672.00
c. Unrestricted Net Position	9790A	10,496,346.48	(.01)	10,496,346.47
G. Assets				
1. Cash	-	-	-	-
a. In County Treasury	9110	10,696,319.17	720,852.59	11,417,171.76
b. Fair Value Adjustment to Cash in County Treasury	9111	(22,426.13)	0.00	(22,426.13)
c. In Banks	9120	27,017.29	0.00	27,017.29
d. In Revolving Fund	9130	700.00	0.00	700.00
e. With Fiscal Agent/Trustee	9135	0.00	0.00	0.00
f. Collections Awaiting Deposit	9140	0.00	0.00	0.00
2. Investments	9150	0.00	0.00	0.00
3. Accounts Receivable	9200	185,009.81	0.00	185,009.81

Description	Object Codes	Unrestricted	Restricted	Total
4. Due from Grantor Governments	9290	626,096.06	319,010.85	945,106.91
5. Stores	9320	0.00	0.00	0.00
6. Prepaid Expenditures (Expenses)	9330	162,387.44	0.00	162,387.44
7. Other Current Assets	9340	0.00	0.00	0.00
8. Lease Receivable	9380	0.00	0.00	0.00
9. Capital Assets (accrual basis only)	9400–9489	4,719,010.93		4,719,010.93
10. Total, Assets		16,394,114.57	1,039,863.44	17,433,978.01
H. Deferred Outflows of Resources				
1. Deferred Outflows of Resources	9490	0.00	0.00	0.00
2. Total, Deferred Outflows		0.00	0.00	0.00
I. Liabilities				
1. Accounts Payable	9500	185,549.24	17,305.33	202,854.57
2. Due to Grantor Governments	9590	25,679.00	0.00	25,679.00
3. Current Loans	9640		0.00	0.00
4. Unearned Revenue	9650	0.00	967,886.11	967,886.11
5. Long-Term Liabilities (accrual basis only)	9660–9669	967,528.92	0.00	967,528.92
6. Total, Liabilities		1,178,757.16	985,191.44	2,163,948.60
J. Deferred Inflows of Resources				
1. Deferred Inflows of Resources	9690	0.00	0.00	0.00
2. Total, Deferred Inflows		0.00	0.00	0.00
K. Fund Balance/Net Position				
Ending Fund Balance/Net Position, June 30 (G10 + H2) - (I6 + J2) (must agree with Line F2)		15,215,357.41	54,672.00	15,270,029.41

**L. Federal Every Student Succeeds Act (ESSA) Maintenance of Effort (MOE) Requirement -
July 1, 2025 to June 30, 2026**

County: San Diego

Charter Number: 0247

Note: If your charter school received federal funding, as reported in Section A2, the following additional information must be provided in order for the CDE to calculate compliance with the Federal ESSA MOE Requirement:

1. Federal Revenue Used for Capital Outlay and Debt Service

Included in the Capital Outlay and Debt Service expenditures reported in sections B6 and B7 are the following amounts paid out of federal funds:

Federal Program Name (If no amounts, indicate "None")	Capital Outlay (\$)	Debt Service (\$)	Total
a. NONE	0.00	0.00	0.00
b.			0.00
c.			0.00
d.			0.00
e.			0.00
f.			0.00
g.			0.00
h.			0.00
i.			0.00
j.			0.00
Total Federal Revenues Used for Capital Outlay and Debt Service	0.00	0.00	0.00

2. Community Services Expenditures

Provide the amount of State and Local funds reported in Section B that were expended for Community Services Activities:

Expenditures	Object Codes	Amount (\$) (Enter "0.00" if none)
a. Certificated Salaries	1000–1999	0.00
b. Noncertificated Salaries	2000–2999	0.00
c. Employee Benefits	3000–3999	0.00
d. Books and Supplies	4000–4999	0.00
e. Services and Other Operating Expenditures	5000–5999	0.00
Total Community Services Expenditures		0.00

3. Supplemental State and Local Expenditures resulting from a Presidentially Declared Disaster

Date of Presidential Disaster Declaration (MM/DD/YYYY)	Brief Description (If no amounts, indicate "None")	Amount (\$)
a.	NONE	
b.		
c.		
d.		
Total Supplemental Expenditures (Should not be Negative)		0.00

4. State and Local Expenditures to be Used for ESSA Annual Maintenance of Effort Calculation:

Results of this calculation will be used for comparison with 2024–25 expenditures. Failure to maintain the required 90 percent expenditure level on either an aggregate or per capita expenditure basis may result in reduction to allocations for covered programs in 2027–28.

Description	Amount (\$)
a. Total Expenditures (B8)	10,943,473.20
b. Less Federal Expenditures (Total A2) [Revenues are used as proxy for expenditures because most federal revenues are normally recognized in the period that qualifying expenditures are incurred]	607,415.00
c. Subtotal of State & Local Expenditures [a minus b]	10,336,058.20
d. Less Community Services [L2 Total]	0.00
e. Less Capital Outlay & Debt Service [Total B6 plus objects 7438 and 7439, less L1 Total, less objects 6600, 6700, 6910 and 6920]	223,649.23
f. Less Supplemental Expenditures made as the result of a Presidentially Declared Disaster	0.00
Total State & Local Expenditures Subject to MOE [c minus d minus e minus f]	10,112,408.97

Pacific View Charter Board Meeting

August 18, 2026

Fiscal & Operations**AGENDA ITEM****5.2.3 - EPA Resolution & Spending Plan****Information Summary**

Proposition 30 (2012) added specific requirements for the receipt and disbursement of certain revenues derived from increases in taxes. The revenue is disbursed into the Education Protection Account (EPA). The school's governing board determines how those funds will be spent each year by approving the EPA Spending Plan.

Responsible Party

Financial Consultant Stephanie Whitehouse will discuss the Education Protection Account resolution and spending plan.

Recommended Action:

That the Board adopt the EPA resolution and the spending plan as presented.

Pacific View Charter School
Expenditures July 1, 2025 through June 30, 2026-Actual Expenditures
For Fund 01, Resource 1400 Education Protection Account

Description	Object Codes	Amount
AMOUNT AVAILABLE FOR THIS FISCAL YEAR		
Adjusted Beginning Fund Balance	9791-9795	0.00
Revenue Limit Sources	8010-8099	1,576,689.00
Federal Revenue	8100-8299	0.00
Other State Revenue	8300-8599	0.00
Other Local Revenue	8600-8799	0.00
All Other Financing Sources and Contributions	8900-8999	0.00
Deferred Revenue	9650	0.00
TOTAL AVAILABLE		1,576,689.00
EXPENDITURES AND OTHER FINANCING USES		
(Objects 1000-7999)		
Instruction	1000-1999	1,576,689.00
Instruction-Related Services		
Instructional Supervision and Administration	2100-2150	0.00
AU of a Multidistrict SELPA	2200	0.00
Instructional Library, Media, and Technology	2420	0.00
Other Instructional Resources	2490-2495	0.00
School Administration	2700	0.00
Pupil Services		
Guidance and Counseling Services	3110	0.00
Psychological Services	3120	0.00
Attendance and Social Work Services	3130	0.00
Health Services	3140	0.00
Speech Pathology and Audiology Services	3150	0.00
Pupil Testing Services	3160	0.00
Pupil Transportation	3600	0.00
Food Services	3700	0.00
Other Pupil Services	3900	0.00
Ancillary Services	4000-4999	0.00
Community Services	5000-5999	0.00
Enterprise	6000-6999	0.00
General Administration	7000-7999	0.00
Plant Services	8000-8999	0.00
Other Outgo	9000-9999	0.00
TOTAL EXPENDITURES AND OTHER FINANCING USES		1,576,689.00
BALANCE (Total Available minus Total Expenditures and Other Financing Uses)		0.00

Note to user:

Specific cells in column C have been protected so that you can't enter data. The "Amount" column is protected for the following revenues: Federal Revenue, Other State Revenue, Other Local Revenue, and All Other Financing Sources and Contributions.

The "Amount" column is protected for the following expenditure functions: 2100-2150, 2200, 2700, 6000-6999, and 7000-7999.

Pacific View Charter School

Expenditures July 1, 2026 through June 30, 2027-Projected Expenditures

For Fund 01, Resource 1400 Education Protection Account

Description	Object Codes	Amount
AMOUNT AVAILABLE FOR THIS FISCAL YEAR		
Adjusted Beginning Fund Balance	9791-9795	0.00
Revenue Limit Sources	8010-8099	1,683,373.00
Federal Revenue	8100-8299	0.00
Other State Revenue	8300-8599	0.00
Other Local Revenue	8600-8799	0.00
All Other Financing Sources and Contributions	8900-8999	0.00
Deferred Revenue	9650	0.00
TOTAL AVAILABLE		1,683,373.00
EXPENDITURES AND OTHER FINANCING USES		
(Objects 1000-7999)		
Instruction	1000-1999	1,683,373.00
Instruction-Related Services		
Instructional Supervision and Administration	2100-2150	0.00
AU of a Multidistrict SELPA	2200	0.00
Instructional Library, Media, and Technology	2420	0.00
Other Instructional Resources	2490-2495	0.00
School Administration	2700	0.00
Pupil Services		
Guidance and Counseling Services	3110	0.00
Psychological Services	3120	0.00
Attendance and Social Work Services	3130	0.00
Health Services	3140	0.00
Speech Pathology and Audiology Services	3150	0.00
Pupil Testing Services	3160	0.00
Pupil Transportation	3600	0.00
Food Services	3700	0.00
Other Pupil Services	3900	0.00
Ancillary Services	4000-4999	0.00
Community Services	5000-5999	0.00
Enterprise	6000-6999	0.00
General Administration	7000-7999	0.00
Plant Services	8000-8999	0.00
Other Outgo	9000-9999	0.00
TOTAL EXPENDITURES AND OTHER FINANCING USES		1,683,373.00
BALANCE (Total Available minus Total Expenditures and Other Financing Uses)		0.00

Note to user:

Specific cells in column C have been protected so that you can't enter data. The "Amount" column is protected for the following revenues: Federal Revenue, Other State Revenue, Other Local Revenue, and All Other Financing Sources and Contributions.

The "Amount" column is protected for the following expenditure functions: 2100-2150, 2200, 2700, 6000-6999, and 7000-7999.

PACIFIC VIEW CHARTER SCHOOL
RESOLUTION REGARDING THE EDUCATION PROTECTION ACCOUNT

WHEREAS, the voters approved Proposition 30 on November 6, 2012;

WHEREAS, Proposition 30 added Article XIII, Section 36 to the California Constitution effective November 7, 2012;

WHEREAS, the provisions of Article XIII, Section 36(e) create in the state General Fund an Education Protection Account to receive and disburse the revenues derived from the incremental increases in taxes imposed by Article XIII, Section 36(f);

WHEREAS, before June 30th of each year, the Director of Finance shall estimate the total amount of additional revenues, less refunds that will be derived from the incremental increases in tax rates made pursuant to Article XIII, Section 36(f) that will be available for transfer into the Education Protection Account during the next fiscal year;

WHEREAS, if the sum determined by the State Controller is positive, the State Controller shall transfer the amount calculated into the Education Protection Account within ten days preceding the end of the fiscal year;

WHEREAS, all monies in the Education Protection Account are hereby continuously appropriated for the support of school districts, county offices of education, charter schools and community college districts;

WHEREAS, monies deposited in the Education Protection Account shall not be used to pay any costs incurred by the Legislature, the Governor or any agency of state government;

WHEREAS, a community college district, county office of education, school district, or charter school shall have the sole authority to determine how the monies received from the Education Protection Account are spent in the school or schools within its jurisdiction;

WHEREAS, the governing board of the district shall make the spending determinations with respect to monies received from the Education Protection Account in open session of a public meeting of the governing board;

WHEREAS, the monies received from the Education Protection Account shall not be used for salaries or benefits for administrators or any other administrative cost;

WHEREAS, each community college district, county office of education, school district and charter school shall annually publish on its Internet website an accounting of how much money was received from the Education Protection Account and how that money was spent;

WHEREAS, the annual independent financial and compliance audit required of community college districts, county offices of education, school districts and charter schools shall ascertain and verify whether the funds provided from the Education Protection Account have been properly disbursed and expended as required by Article XIII, Section 36 of the California Constitution;

WHEREAS, expenses incurred by community college districts, county offices of education, school districts and charter schools to comply with the additional audit requirements of Article XIII, Section 36 may be paid with funding from the Education Protection Act and shall not be considered administrative costs for purposes of Article XIII, Section 36.

NOW, THEREFORE, IT IS HEREBY RESOLVED:

1. The monies received from the Education Protection Account shall be spent as required by Article XIII, Section 36 and the spending determinations on how the money will be spent shall be made in open session of a public meeting of the governing board of Pacific View Charter School;

2. In compliance with Article XIII, Section 36(e), with the California Constitution, the governing board of Pacific View Charter School has determined to spend the monies received from the Education Protection Act.

PASSED AND ADOPTED by the Governing Board of Trustees on August 18, 2026, by the following vote:

AYES: _____

NOES: _____

ABSTENTIONS: _____

ABSENT: _____

I, Diane Gibson, Secretary of the Governing Board, do hereby certify that the foregoing is a full, true, and correct copy of a resolution passed and adopted by the Board at a regularly called and conducted meeting held on said date. WITNESSED my hand this 18th day of August 2023.

Secretary of the Board of Trustees

Pacific View Charter Board Meeting

August 18, 2026

Fiscal & Operations**AGENDA ITEM****5.2.4 - Board Warrant List July 1-31, 2026****Information Summary**

Warrants and Automated Clearing House (ACH) payments are issued in accordance with approved budgets and/or contracts.

Responsible Party

Fiscal and Operations Coordinator Chang will discuss the first Board Warrant Listing of the 26-27 fiscal year.

Recommended Action:

That the Board approves the presented warrants and Automated Clearing House (ACH) payments issued from July 1-31, 2026.

PACIFIC VIEW CHARTER
BOARD WARRANT REPORT
JULY 1-31, 2026

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Warrant ID	Name	Payment Date	Total Warrant Amount	Description	Fund	Invoice Amount	Purchase Order No.
054031	CALIFORNIA CHARTER SCHOOL ASSN	7/8/2026	13,080.00	CCSA Annual membership	6200	13,080.00	0000002675
054032	JAN-PRO OF SAN DIEGO	7/8/2026	3,799.00	Janitor and Day Porter Service	6200	3,799.00	0000002674
054033	MV MEDICAL CTR MASTER ASSOC	7/8/2026	1,357.00	MV Property Assoc Fees	6200	1,357.00	0000002665
054034	NANPOR SECURITY SERVICES	7/8/2026	3,361.83	Security Services	6200	3,361.83	0000002667
054035	WASTE MANAGEMENT	7/8/2026	246.78	MV Trash & recycle collection	6200	246.78	0000002673
054154	Emcor Services Mesa Energy	7/13/2026	3,319.00	HVAC	6200	3,319.00	
054155	GoTo Technologies USA, Inc	7/13/2026	1,159.82	Oside Phones - Student 85%	6200	745.71	0000002720
054155	GoTo Technologies USA, Inc	7/13/2026		MV Phones - Admin 15%	6200	42.38	0000002720
054155	GoTo Technologies USA, Inc	7/13/2026		MV Phones - Student 85%	6200	240.14	0000002720
054155	GoTo Technologies USA, Inc	7/13/2026		Oside - Admin 15%	6200	131.59	0000002720
054156	Amazon.com Sales, Inc.	7/13/2026	23.60	General Supplies	6200	23.60	
054157	CDW GOVERNMENT, INC.	7/13/2026	547.23	Student Chromebook	6200	547.23	
054158	PACIFIC VIEW CHARTER SCHOOL	7/13/2026	36,261.88	Mortgage Oside	6200	36,261.88	
054159	PACIFIC VIEW CHARTER SCHOOL	7/13/2026	24,711.78	Mortgage MV	6200	24,711.78	
054464	NANPOR SECURITY SERVICES	7/20/2026	87.48	Security Services	6200	87.48	0000002667
054732	Amazon.com Sales, Inc.	7/27/2026	299.50	AMAZON STUDENT SUPPLIES	6200	54.78	0000002690
054732	Amazon.com Sales, Inc.	7/27/2026		Bldg. & Maintenance Supplies	6200	66.12	0000002722
054732	Amazon.com Sales, Inc.	7/27/2026		Bldg. & Maintenance Supplies	6200	178.60	0000002722
054733	NANPOR SECURITY SERVICES	7/27/2026	3,424.32	Security Services	6200	3,424.32	0000002667
054734	OFFICE DEPOT	7/27/2026	738.51	Admin Office Supplies - 15%	6200	217.33	0000002668
054734	OFFICE DEPOT	7/27/2026		Student Supplies - Sped 20%	6200	47.35	0000002668
054734	OFFICE DEPOT	7/27/2026		Student Supplies - GenEd 80%	6200	189.43	0000002668
054734	OFFICE DEPOT	7/27/2026		Admin Office Supplies - 15%	6200	110.30	0000002668
054734	OFFICE DEPOT	7/27/2026		Admin Office Supplies - 15%	6200	8.46	0000002668
054734	OFFICE DEPOT	7/27/2026		Student Supplies - GenEd 80%	6200	38.34	0000002668
054734	OFFICE DEPOT	7/27/2026		Student Supplies - Sped 20%	6200	9.59	0000002668
054734	OFFICE DEPOT	7/27/2026		Admin Office Supplies - 15%	6200	14.53	0000002669
054734	OFFICE DEPOT	7/27/2026		Admin Office Supplies - 15%	6200	46.92	0000002669
054734	OFFICE DEPOT	7/27/2026		Student Supplies - Gen Ed % 80	6200	45.01	0000002669
054734	OFFICE DEPOT	7/27/2026		Student Supplies - SpEd 80%	6200	11.25	0000002669
055061	Amazon.com Sales, Inc.	7/29/2026	189.91	AMAZON STUDENT SUPPLIES	6200	36.23	0000002690
055061	Amazon.com Sales, Inc.	7/29/2026		AMAZON INSTRUCTIONAL SUPPLIES	6200	86.99	0000002685
055061	Amazon.com Sales, Inc.	7/29/2026		Bldg. & Maintenance Supplies	6200	17.45	0000002722

PACIFIC VIEW CHARTER
BOARD WARRANT REPORT
JULY 1-31, 2026

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Warrant ID	Name	Payment Date	Total Warrant Amount	Description	Fund	Invoice Amount	Purchase Order No.
055061	Amazon.com Sales, Inc.	7/29/2026		AMAZON STUDENT SUPPLIES	6200	49.24	0000002690
12000677	Active Internet Technologies, LLC	7/6/2026	10,000.00	PVC WEBSITE	6200	10,000.00	0000002678
12000678	VCC OCEAN RANCH CONDO. ASSOC.	7/6/2026	6,804.00	Oside Property Assoc Fees	6200	6,804.00	0000002664
12000679	FRONTIER	7/6/2026	152.03	MV Admin Internet 15%	6200	22.80	0000002672
12000679	FRONTIER	7/6/2026		MV GenEd Student Internet 75%	6200	96.92	0000002672
12000679	FRONTIER	7/6/2026		MV SpEd Student 25%	6200	32.31	0000002672
12001762	Joceline Wehbe Ghawi	7/9/2026	5.00	Grad Parking Reimbursement	6200	5.00	
12001763	Shaniqwa Hemmings	7/9/2026	89.50	Grad Mileage Reimbursement	6200	89.50	
12001764	San Diego & Imperial County Schools FBC	7/9/2026	44.88	COBRA	6200	44.88	
12001765	San Diego & Imperial County Schools FBC	7/9/2026	81.69	COBRA	6200	81.69	
12001766	Whitehouse CPAs, Inc	7/9/2026	10,863.00	Back office services	6200	10,863.00	0000002712
12001767	California Schools VEBA	7/9/2026	1,080.00	COBRA	6200	1,080.00	
12001768	California Schools VEBA	7/9/2026	938.00	COBRA	6200	938.00	
12001769	T-Mobile USA Inc	7/9/2026	76.76	STUDENT RESOURCE PHONE	6200	76.76	0000002746
12001770	North County Student Transportation	7/9/2026	1,164.50	Field trip bus	6200	1,164.50	
12001771	Ashley Wiechert	7/9/2026	79.00	New employee reimbursement	6200	79.00	
12001772	ADT SECURITY SERVICES	7/9/2026	167.10	Security System MoVal	6200	167.10	0000002693
12001773	BAY ALARM	7/9/2026	1,394.37	BAY ALARM - SECURITY SYSTEM	6200	533.82	0000002691
12001773	BAY ALARM	7/9/2026		Fire Alarm Oceanside	6200	860.55	0000002696
12001774	AT&T MOBILITY	7/9/2026	409.32	Admin Cell Phone Service	6200	409.32	0000002721
12001775	COX BUSINESS SERVICES	7/9/2026	232.58	Student 85%	6200	197.69	0000002719
12001775	COX BUSINESS SERVICES	7/9/2026		Admin 15%	6200	34.89	0000002719
12001776	SPARKLETTS & SIERRA SPRINGS	7/9/2026	27.58	Drinking water Oside	6200	19.51	
12001776	SPARKLETTS & SIERRA SPRINGS	7/9/2026		Drinking water MV	6200	8.07	
12001777	KONICA MINOLTA BUS. SOLUTIONS	7/9/2026	64.37	Copier	6200	64.37	
12001778	MORENO VALLEY UTILITY	7/9/2026	279.38	MV Utility	6200	279.38	
12001779	NATIONAL BENEFIT SERVICES, LLC	7/9/2026	78.00	COBRA	6200	78.00	
12001780	RONALD LARRY HOLDEN	7/9/2026	2,600.00	MV JANITORIAL	6200	2,600.00	
12001781	Cintas Fire Protection	7/9/2026	640.66	Q Sprinkler inspection	6200	640.66	
12001782	SAN DIEGO GAS & ELECTRIC	7/9/2026	2,723.12	Electric Utility - Oceanside	6200	2,723.12	0000002727
12001783	SECURITY SIGNAL DEVICES, INC.	7/9/2026	757.68	SSD Fire Alarm MoVal	6200	757.68	0000002695
12004605	NWEA	7/16/2026	9,775.00	NWEA	6200	9,775.00	0000002680
12004606	BH Security, LLC	7/16/2026	266.96	BRINKS VIDEO SECURITY	6200	266.96	0000002692

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\$ 269,634.27

\$ 269,634.27

Pacific View Charter Board Meeting

August 18, 2026

Administrative**AGENDA ITEM****5.5.1 - Job Description: Long Term Substitute Teacher****Information/Summary**

To address any future leaves of absence, administration has established a new job description for a Long-Term Substitute Supervisory Teacher to maintain instructional continuity and supervisory support.

Responsible Party

Human Resources and Business Services Coordinator Hernandez will discuss the need and new position.

Recommended Action:

That the board approves the job description for Long Term Substitute Teacher as presented.



Certificated– Non-Exempt

Job Description: Long Term Substitute Teacher

Description of Position:

During weekly meetings between the Substitute Teacher, student and learning coach (parent/guardian) our teachers discuss and assist students in the completion of their weekly assignments, monitor their progress, and grade the student's completed work. Substitute Teachers also provide direct instruction to students through workshops, synchronous learning and virtual sessions.

- Substitute Teachers are required to maintain subject matter expertise and complete knowledge of the California state standards.
- The Substitute Teacher will design high quality engaging lessons with a focus on collaborative learning that support the development of higher order thinking skills and promote a growth mindset.
- Substitute Teachers are expected to support the PVCS Code of Conduct, as well as, utilize the school's resources to support the social emotional needs of their students.

Essential Duties and Responsibilities include, but are not limited to the following:

- Teach all subjects and other appropriate learning activities according to curriculum requirements.
- Effectively use a broad range of instructional strategies
- Plan and implement lessons that provide students with opportunities to develop communication and collaboration skills.
- Deliver instruction in a variety of ways and modalities, including whole class, individual, small group and virtual settings.
- Meet 9-12th grade students every week to:
 - Collect, review, and grade work
 - Discuss the current work samples
 - Complete lesson plans for upcoming week as needed
 - Complete attendance record
 - Distribute educational material when appropriate
 - Notify parents and students of school-related updates
- Maintain open communication with both students and parents, and be available to students in need of assistance.
- Maintain accurate and up-to-date independent study files for each student, documenting all communication made with students and parents.
- Support the PVCS Code of Conduct as well as utilize the school's resources to support the social emotional needs of their students.
- Ensure appropriate classroom behavior expectations are followed.
- Follow-up with students who are not meeting expectations and with students who require more challenging material through the Student Success Team Process (SST).
- Suggest appropriate instructional techniques that involve and motivate students.
- Other duties as assigned.

Requirements:**Education and Credential:**

- A baccalaureate or higher degree, from a regionally accredited college or university
- A valid California Teaching Credential or Teaching Permit for Statutory Leave

Knowledge, Skills & Abilities:

- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
- Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
- Ability to utilize a variety of technology tools including those to manage student information, analyze data and design instructional opportunities for students.
- Onsite work required

Physical Demands:

- Dexterity of hands and fingers to operate a computer keyboard.
- Sitting or standing for extended periods of time.
- Hearing and speaking to exchange information and making presentations.
- Seeing to read a variety of materials.

Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Work Environment:

- School environment.
- Constant interruptions.

Salary: \$200.00 per day

Supervisor: Lead Teacher

Board Approved: August xx, 2026