



Peak Prep Pleasant Valley

Special Board Meeting Minutes
Thursday, February 27th, 2020 at 4:15 p.m.

Teleconference Locations:

Los Angeles County

School of Arts and Enterprise
295 North Garey Ave
Pomona, CA 91767

Ventura County

Ventura County Office of Education
5189 Verdugo Way
Camarillo, CA 93012

To join the meeting from a computer, tablet or smartphone:

<https://global.gotomeeting.com/join/225375285>

To dial in using a phone:

United States (Toll Free): [1 877 309 2073](tel:18773092073)

Access Code: 225-375-285

To use GoToMeeting, get the app before the meeting starts:

<https://global.gotomeeting.com/install/225375285>

This legislative body conducts business under the meeting requirements of the Ralph M. Brown Act.

MEETING AGENDA & RELATED MATERIALS

Agendas for regular board meetings as defined by the Brown Act will be posted physically within the Charter School's jurisdiction, and on the legislative body's website 72 hours prior to the start of the meeting. Agendas for special meetings as defined by the Brown Act will be posted physically within the Charter School's jurisdiction, and on the legislative body's website 24 hours prior to the start of the meeting. Materials relating to an agenda topic that is a matter of public record in open session, will be made available for public.

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 may request assistance by contact Superintendent, Dr. Shalen Bishop at Shalen.Bishop@peak-prep.org

FOR MORE INFORMATION

For more information concerning this agenda or for materials relating to this meeting, please contact the Superintendent's Office: Dr. Shalen Bishop at Shalen.Bishop@peak-prep.org.

I. PRELIMINARY

A. Call to Order:

Meeting was called to order by Board Chair at: ____ 4:17 _____

B. Roll Call

Board Member	Present	Absent
Jon Gundry	x	
Mark Skvarna	x	
Johnny Anderson		x
Marlo Hartsuyker	x	

C. Motion to adopt the agenda was moved by Board Member ____ and seconded by With Moving Closed Session to end.

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Jon Gundry			x			
Mark Skvarna	x		x			
Johnny Anderson						x
Marlo Hartsuyker		x	x			

D. Motion to approve minutes from 1/29/2020 Board Meeting.
Meeting was moved by Board Member _____ and seconded by

Board Member	Motion to Approve	Second	Yes	No	Abstain	Absent
Jon Gundry			x			
Mark Skvarna		x	x			
Johnny Anderson						x
Marlo Hartsuyker	x		x			

II. PUBLIC COMMENT The public may comment on any item that is on the agenda or any other item that is in the Board’s jurisdiction. No presentation shall be more than five (5) minutes and the total time for this purpose shall not exceed thirty (30) minutes. Individuals desiring to address the Board are requested to email Dr. Bishop (Shalen.Bishop@peak-prep.org) prior to the start of the meeting. Board members are prohibited from responding to or commenting on matters raised by the public that are not on the agenda. (Gov. Code § 54954.2(a))

III. Closed Session—Moved to end of the Session

A. Conference with Legal Counsel - Existing Litigation: Government Code Section 54956.9(a): one case

IV. Action Items

A. **The Board will consider the 2019-2020 School Calendar.** This is calendar of proposed dates for faculty and families.

Board Member	Motion to Approve	Second	Yes	No	Abstain	Absent
Jon Gundry		x	x			
Mark Skvarna	x		x			
Johnny Anderson						x
Marlo Hartsuyker					x	

B. **Information Item.** The Head of School will report on the status of agreements with Accel Online California LLC and Educational Staffing Services, LLC in light of the Notice of Violation from the Pleasant Valley School District.

- C. ***The Board will consider Employee Leasing Agreement from Vendor/Consulting agency for the period of July 25, 2019 through February 27, 2020.*** The agreement will be the approval of the co-employment agreement between Accel and Peak Prep for the period of July 25, 2019 through February 27, 2020.

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Jon Gundry	x		x			
Mark Skvarna		x	x			
Johnny Anderson						x
Marlo Hartsuyker					x	

- D. ***The Board will consider directing the Head of School to effect an orderly winding down of the existing co-employment relationship between Peak Prep and Educational Staffing Services, LLC, including the termination of the Employee Leasing Agreement***

Board Member	Motion to Approve	Second	Yes	No	Abstain	Absent
Jon Gundry			x			
Mark Skvarna		x	x			
Johnny Anderson						x
Marlo Hartsuyker	x		x			

- E. ***The Board will consider directing the Head of School to take all steps that are reasonable and necessary to become the direct, exclusive employer of teachers currently co-employed with Educational Staffing Services, LLC***

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Jon Gundry			x			
Mark Skvarna	x		x			
Johnny Anderson						x
Marlo Hartsuyker		x	x			

- F. ***The Board will consider approving a template employee contract.*** This contract will be used for hiring of Peak Prep employees, subject to appropriate modifications as advised by Peak Prep's counsel.

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Jon Gundry			x			
Mark Skvarna		x	x			
Johnny Anderson						x

Marlo Hartsuyker	x		x			
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K. The Board will consider the proposed Board Delegations related to Peak Prep becoming the direct, exclusive employer of teachers. These delegations, which may be voted on individually, are:

- Delegation of Employment Authorization – authorizing the Head of School to issue employment contracts to be ratified by the Board.

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Jon Gundry			x			
Mark Skvarna	x		x			
Johnny Anderson						x
Marlo Hartsuyker		x	x			

- Delegation of Expenditure Authorization - authorizing the Head of School to issue approval of expenditures for all budgeted expenses below \$25,000 (deleted and non budget expenses); non-budgeted expenses above \$5,000 shall require approval of Board.

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Jon Gundry						
Mark Skvarna						
Johnny Anderson						x
Marlo Hartsuyker						

- Delegation of Benefits Authorization – authorizing the Head of School to approve employee benefits sourcing, procurement, management and administration.

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Jon Gundry						
Mark Skvarna						
Johnny Anderson						x
Marlo Hartsuyker						

- Delegation of Payroll Authorization – authorizing Head of School to approve employee payroll sourcing, procurement, management and administration and certify payroll.

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Jon Gundry						
Mark Skvarna						
Johnny Anderson						x
Marlo Hartsuyker						

- Delegation of Insurance Authorization – authorizing the Head of School to approve sourcing, procurement, management and administration of various types of insurance required by the charter or law or as otherwise necessary to operate school.

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Jon Gundry						
Mark Skvarna						
Johnny Anderson						x
Marlo Hartsuyker						

- G. ***The Board will consider Services Agreement from Vendor/Consulting agency for the period of July 25, 2019 through February 27, 2020.*** The agreement is between Peak and Accel Schools to provide services like marketing, computers, website support, informational system support for the period of July 25, 2019 through February 27, 2020.

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Jon Gundry		x	x			
Mark Skvarna	x		x			
Johnny Anderson						x
Marlo Hartsuyker					x	

- H. ***The Board will consider directing the Head of School to re-negotiate the terms of the Services Agreement from Vendor/Consulting agency to address concerns raised by the Pleasant Valley School District in its Notice of Violation.***

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Jon Gundry			x			
Mark Skvarna			x			
Johnny Anderson						x
Marlo Hartsuyker			x			

- I. ***The Board will consider Line of Credit Agreement from Vendor/Consulting agency effective July 25, 2019.*** This line of credit allows for financial support for the first year of operation.

Board Member	Motion to Approve	Second	Yes	No	Abstain	Absent
Jon Gundry	x		x			

Mark Skvarna		x	x			
Johnny Anderson						x
Marlo Hartsuyker					x	

J. ***The Board will consider the Board Resolution: Retirement Program.*** The resolution is to show that Peak will be using a 401(k) as part of its benefit package.

Board Member	Motion to Approve	Second	Yes	No	Abstain	Absent
Jon Gundry	x		x			
Mark Skvarna		x	x			
Johnny Anderson						x
Marlo Hartsuyker					x	

K. ***The Board will consider the Board Resolution: Insurance for current Employees.*** The resolution is designed to cover insurance for the current employees while we transition into a group policy.

Board Member	Motion to Approve	Second	Yes	No	Abstain	Absent
Jon Gundry	x		x			
Mark Skvarna		x	x			
Johnny Anderson						x
Marlo Hartsuyker					x	

L. ***The Board will consider using the PPVSD auditor (CLA Clifton Larson Allen LLP) as the school's auditor.*** Per our MOU, we are to use the same auditing firm as the school district.

Board Member	Motion to Approve	Second	Yes	No	Abstain	Absent
Jon Gundry		x	x			
Mark Skvarna	x		x			
Johnny Anderson						x
Marlo Hartsuyker					x	

M. ***The Board will consider adopting the 2019-2020 LCAP.*** Per the California Department of Education, the Local Control and Accounting Plan is a tool we utilize to set measurable goals, actions, and resources to meet student outcomes.

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
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Jon Gundry	x		x			
Mark Skvarna		x	x			
Johnny Anderson						x
Marlo Hartsuyker					x	

N. ***The Board will consider and approve the MOU between Peak Prep Pleasant Valley and the Pleasant Valley School District.*** At the April 25, 2019 Pleasant Valley School District Board meeting, the trustees approved the agreement between the District and Peak Prep Pleasant Valley Charter School. In addition to the charter agreement, a Memorandum of Understanding would be in place to outline additional items in the charter and to clarify roles and responsibilities.

Board Member	Motion to Approve	Second	Yes	No	Abstain	Absent
Jon Gundry		x	x			
Mark Skvarna	x		x			
Johnny Anderson						x
Marlo Hartsuyker					x	

J.Gundry only concern is with page 38, section 18---Letter A—all PVSD will have access---just add the clarifying response from the district superintendent.

MOTION FOR ADJOURNMENT Motion to Adjourn moved by Board Member _____ and seconded by Board Member _____

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Jon Gundry			x			
Mark Skvarna	x		x			
Johnny Anderson						x
Marlo Hartsuyker		x	x			