

#### Peak Prep Pleasant Valley

Board Meeting Agenda Wednesday March 17th, 2021 4pm

Teleconference Locations:

Executive Order N-29-20 Waives or Revises Brown Act Requirements Temporarily.

Under this Executive Order, the following rules apply: Charter schools may hold public meetings via teleconferencing and make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to observe and to address the local legislative body. Charter schools still need to comply with the timelines for posting agendas, including putting the agenda as a direct link on their website. The agenda must give notice of the means by which members of the public may observe and participate (e.g., conference call dial-in number, etc.). The agenda does not need to list the address from where each Board member will be calling in, agendas do not need to be posted at those locations, and the charter school does not need to make those locations accessible to the public or ensure that members of the public may address the body at those locations. A quorum of the Board does not need to participate from locations within the boundaries of the territory over which the charter school exercises jurisdiction. These changes only apply during the period in which state or local public health officials have imposed or recommended social distancing measures.

Time: Mar 17, 2021 04:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

https://us02web.zoom.us/j/86348300208?pwd=S2lnVnNFOEVhbFYyV1N0dm5MY mpYdz09

Meeting ID: 863 4830 0208 Passcode: Hc2icE

One tap mobile

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Dial by your location

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#### Meeting ID: 863 4830 0208 Passcode: 858724

Find your local number: https://us02web.zoom.us/u/kBtOrGyMX

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 Head of School's Office: Dr. Shalen Bishop at Shalen.Bishop@peak-prep.org.

#### I. PRELIMINARY MATTERS

#### A. Call to Order:

Meeting was called to order by Board Director at:

#### B. Roll Call

| Board Member     | Present | Absent |
|------------------|---------|--------|
| Marlo Hartsuyker |         |        |
| Natalie Adams    |         |        |
| Sandra Taylor    |         |        |

#### C. Motion to adopt the agenda was moved by \_\_\_\_\_

Roll Call Vote:

| Board Member     | Motion to Move | Second | Yes | No | Abstain | Absent |
|------------------|----------------|--------|-----|----|---------|--------|
| Marlo Hartsuyker |                |        |     |    |         |        |
| Natalie Adams    |                |        |     |    |         |        |
| Sandra Taylor    |                |        |     |    |         |        |

**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. Information, Discussion and Action items

*A) Approval of Consent Agenda. Agenda items presented in this section compose the Consent Agenda and are routine of nature. Unless an item is moved to the Action section at the request of a board member, they will be approved by the board as a group as the first action on the agenda. Each item approved shall be deemed to have been read in full and adopted as recommended.* 

**1.** *Approval of Financial Statement.* The Chief Business Official recommends that the Board of Directors approve the revenue and expenditures as listed on

the Feb 1st, 2021 through Feb 28th, 2021 Financial Statements.

#### 2. Approval of Board Report of Commercial Checks

The Chief Business Official recommends that the Board of Directors approve the commercial payments as listed on the Feb 1st, 2021 through Feb 28th, 2021 Board Report of Checks.

#### 3. Approval of Board Report of Purchase Orders

The Chief Business Official recommends that the Board of Directors approve the purchase orders as listed on the Feb 1st, 2021 through Feb 28th, 2021 Board Reports.

| Board Member     | Motion to Move | Second | Yes | No | Abstain | Absent |
|------------------|----------------|--------|-----|----|---------|--------|
| Marlo Hartsuyker |                |        |     |    |         |        |
| Natalie Adams    |                |        |     |    |         |        |
| Sandra Taylor    |                |        |     |    |         |        |

#### 4. Approve Minutes from 2/21/2021 Board Meeting.

| Board Member     | Motion to Move | Second | Yes | No | Abstain | Absent |
|------------------|----------------|--------|-----|----|---------|--------|
| Marlo Hartsuyker |                |        |     |    |         |        |
| Natalie Adams    |                |        |     |    |         |        |
| Sandra Taylor    |                |        |     |    |         |        |

# *B)* Superintendent Report (No Action, just reporting out different aspects of the school program)

- a. Highlights
- b. Programs/Academic Resources updates, if any.
- c. Upcoming Compliance Dates
- *C*) **The Board will review and consider the approval of the CARS Winter Release Application**. The Consolidated Application (ConApp) is used by the California Department of Education (CDE) to distribute categorical funds from various federal programs to county offices, school districts, and direct-funded charter schools throughout California

| Board Member     | Motion to Move | Second | Yes | No | Abstain | Absent |
|------------------|----------------|--------|-----|----|---------|--------|
| Marlo Hartsuyker |                |        |     |    |         |        |
| Natalie Adams    |                |        |     |    |         |        |
| Sandra Taylor    |                |        |     |    |         |        |
|                  |                |        |     |    |         |        |

**D)** The Board will review and consider the approval of using marketing funds to create a new website by FlipSwitch. With funding returning to schools, and enrollment opening up, we are need of a new website that

drives families to it and is used as a resource to our current families and community.

| Board Member     | Motion to Move | Second | Yes | No | Abstain | Absent |
|------------------|----------------|--------|-----|----|---------|--------|
| Marlo Hartsuyker |                |        |     |    |         |        |
| Natalie Adams    |                |        |     |    |         |        |
| Sandra Taylor    |                |        |     |    |         |        |

*D)* The Board will review and consider the approval of the Master Plan For English Leaners. This plan is in place to ensure a commitment from all staff to provide the best possible educational services for English Learners aligned to the CA EL Roadmap State Board of Education Policy.

| Board Member     | Motion to Move | Second | Yes | No | Abstain | Absent |
|------------------|----------------|--------|-----|----|---------|--------|
| Marlo Hartsuyker |                |        |     |    |         |        |
| Natalie Adams    |                |        |     |    |         |        |
| Sandra Taylor    |                |        |     |    |         |        |

**E)** The Board will review and consider the approval of alternate Grad Requirements for the 2020-2021 school year. With many of our seniors and especially older seniors, it is proposed and recommended we consider state requirements for case-by-case consideration.

| Board Member     | Motion to Move | Second | Yes | No | Abstain | Absent |
|------------------|----------------|--------|-----|----|---------|--------|
| Marlo Hartsuyker |                |        |     |    |         |        |
| Natalie Adams    |                |        |     |    |         |        |
| Sandra Taylor    |                |        |     |    |         |        |

*F*) The Board will review and consider the approval of 2021-2022 Master School Calendar. Each year the board approves the following school calendar..

| Board Member     | Motion to Move | Second | Yes | No | Abstain | Absent |
|------------------|----------------|--------|-----|----|---------|--------|
| Marlo Hartsuyker |                |        |     |    |         |        |
| Natalie Adams    |                |        |     |    |         |        |
| Sandra Taylor    |                |        |     |    |         |        |

#### **IV. Closed Session**

Conference with Legal Counsel – Anticipated Litigation (Gov. Code Section 54956.9(d)(2): One matter

## V. Board Members Remarks and Announcements

## VI. ADJOURNMENT

## MOTION FOR ADJOURNMENT Motion to Adjourn

Roll Call Vote:

| Board Member     | Motion to Move | Second | Yes | No | Abstain | Absent |
|------------------|----------------|--------|-----|----|---------|--------|
| Marlo Hartsuyker |                |        |     |    |         |        |
| Natalie Adams    |                |        |     |    |         |        |
| Sandra Taylor    |                |        |     |    |         |        |
|                  |                |        |     |    |         |        |

Adjourned at:

#### ReqPay12a

#### **Board Report**

| Checks Date     | ed 02/01/20   | 21 through 02/28/2021                          |                        |                 |                    |                 |
|-----------------|---------------|------------------------------------------------|------------------------|-----------------|--------------------|-----------------|
| Check<br>Number | Check<br>Date | Pay to the Order of                            | F                      | -<br>und-Object | Expensed<br>Amount | Check<br>Amount |
| 5038800089      | 02/01/2021    | Edgenuity Inc                                  |                        | 620-4100        |                    | 3,267.00        |
| 5038800090      | 02/01/2021    | Kaiser Foundation Health Plan                  |                        | 620-9534        |                    | 1,456.03        |
| 5038800091      | 02/04/2021    | Bishop, Shalen                                 |                        | 620-5220        | 104.48             |                 |
|                 |               |                                                |                        | 620-5800        | 130.94             |                 |
|                 |               |                                                |                        | 620-5901        | 737.04             |                 |
|                 |               |                                                |                        | 620-5903        | 118.00             | 1,090.46        |
| 5038800092      | 02/09/2021    | Hanson, Darla C                                |                        | 620-4300        | 85.11              |                 |
|                 |               |                                                |                        | 620-5903        | 24.00              | 109.11          |
| 5038800093      | 02/09/2021    | Bishop, Shalen                                 |                        | 620-5220        | 60.00              |                 |
|                 |               |                                                |                        | 620-5800        | 990.00             |                 |
|                 |               |                                                |                        | 620-5901        | 864.88             | 1,914.88        |
| 5038800094      | 02/09/2021    | Accelerate Education Inc                       |                        | 620-4100        |                    | 68,301.20       |
| 5038800095      | 02/09/2021    | Pear Deck, Inc                                 |                        | 620-5800        |                    | 1,800.00        |
| 5038800096      | 02/11/2021    | PLEASANT VALLEY SCHOOL DIST                    |                        | 620-5600        |                    | 1,183.50        |
| 5038800097      | 02/16/2021    | ALLTECH ENTERPRISES, LLC                       |                        | 620-4300        | 2,606.18           |                 |
|                 |               |                                                |                        | 620-5800        | 280.00             | 2,886.18        |
| 5038800098      | 02/18/2021    | National Student Clearinghouse                 |                        | 620-5800        |                    | 595.00          |
| 5038800099      | 02/22/2021    | ALLTECH ENTERPRISES, LLC                       |                        | 620-4300        |                    | 3,925.35        |
| 5038800100      | 02/22/2021    | Anthem Blue Cross                              |                        | 620-9534        |                    | 22,854.65       |
| 5038800101      | 02/22/2021    | The Lincoln National Life Insurance<br>Company |                        | 620-9539        |                    | 560.30          |
| 5038800102      | 02/22/2021    | Peak Prep                                      |                        | 620-5800        |                    | 65.00           |
| 5038800103      | 02/22/2021    | Oxford Consulting Services Inc                 |                        | 620-5800        |                    | 4,025.00        |
| 5038800104      | 02/25/2021    | Paylocity Corporation Dept #2007               |                        | 620-5800        |                    | 201.00          |
|                 |               |                                                | Total Number of Checks | 16              | _                  | 114,234.66      |
|                 |               | Fu                                             | nd Recap               |                 |                    |                 |

| Description               | Check Count                                                      | Expensed Amount                                                                             |
|---------------------------|------------------------------------------------------------------|---------------------------------------------------------------------------------------------|
| Peak Prep                 | 16                                                               | 114,234.66                                                                                  |
| Total Number of Checks    | 16                                                               | 114,234.66                                                                                  |
| Less Unpaid Tax Liability |                                                                  | .00                                                                                         |
| Net (Check Amount)        |                                                                  | 114,234.66                                                                                  |
|                           | Peak Prep<br>Total Number of Checks<br>Less Unpaid Tax Liability | Peak Prep     16       Total Number of Checks     16       Less Unpaid Tax Liability     16 |

The preceding Checks have been issued in accordance with the District's Policy and authorizationESCAPEONLINEof the Board of Trustees. It is recommended that the preceding Checks be approved.Page 1 of 1

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**Financial Statement** 

| Object                                                             | Description                                                                                                                                                                                          | Adopted<br>Budget                                                                     | Revised<br>Budget                                                                    |                                                               | Revenue                                                                      | Balance                                                     | %<br>Rcv                                                              |
|--------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|---------------------------------------------------------------|------------------------------------------------------------------------------|-------------------------------------------------------------|-----------------------------------------------------------------------|
| Revenue Detail                                                     |                                                                                                                                                                                                      |                                                                                       |                                                                                      |                                                               |                                                                              |                                                             |                                                                       |
| LCFF Revenue So                                                    | ources                                                                                                                                                                                               |                                                                                       |                                                                                      |                                                               |                                                                              |                                                             |                                                                       |
| 8011                                                               | Revenue Limit State Aid Curr                                                                                                                                                                         | 1,955,786.00                                                                          | 1,914,761.00                                                                         |                                                               | 1,166,798.00                                                                 | 747,963.00                                                  | 60.9                                                                  |
| 8012                                                               | Education Protection Act                                                                                                                                                                             | 58,136.00                                                                             | 58,136.00                                                                            |                                                               | 29,068.00                                                                    | 29,068.00                                                   | 50.0                                                                  |
| 8019                                                               | Revenue Limit State Aid Prior                                                                                                                                                                        |                                                                                       |                                                                                      |                                                               | 41,305.00-                                                                   | 41,305.00                                                   | NO BDG                                                                |
| 8096                                                               | Trs In-Lieu from Property Tax                                                                                                                                                                        | 1,031,670.00                                                                          | 1,031,670.00                                                                         |                                                               | 557,141.00                                                                   | 474,529.00                                                  | 54.00                                                                 |
|                                                                    | Total LCFF Revenue Sources                                                                                                                                                                           | 3,045,592.00                                                                          | 3,004,567.00                                                                         |                                                               | 1,711,702.00                                                                 | 1,292,865.00                                                | 56.9                                                                  |
| Federal Revenue                                                    |                                                                                                                                                                                                      |                                                                                       |                                                                                      |                                                               |                                                                              |                                                             |                                                                       |
| 8181                                                               | Special Education Entitlement                                                                                                                                                                        | 50,000.00                                                                             | 50,000.00                                                                            |                                                               |                                                                              | 50,000.00                                                   |                                                                       |
| 8290                                                               | All Other Federal Revenue                                                                                                                                                                            | 41,242.00                                                                             | 21,144.00                                                                            |                                                               | 21,144.00                                                                    |                                                             | 100.00                                                                |
|                                                                    | Total Federal Revenue                                                                                                                                                                                | 91,242.00                                                                             | 71,144.00                                                                            |                                                               | 21,144.00                                                                    | 50,000.00                                                   | 29.7                                                                  |
| Other State Rever                                                  | nues                                                                                                                                                                                                 | ,                                                                                     | ,                                                                                    |                                                               |                                                                              | ,                                                           |                                                                       |
| 8550                                                               | Mandated Cost Reimbursements                                                                                                                                                                         | 10,206.00                                                                             | 10,206.00                                                                            |                                                               | 10,205.00                                                                    | 1.00                                                        | 99.99                                                                 |
| 8560                                                               | State Lottery Grant                                                                                                                                                                                  | 86,423.00                                                                             | 72,955.00                                                                            |                                                               | 73,946.25                                                                    | 991.25-                                                     | 101.3                                                                 |
| 8590                                                               | Other State                                                                                                                                                                                          | ,                                                                                     | 25,956.00                                                                            |                                                               | 25,956.00                                                                    |                                                             | 100.00                                                                |
|                                                                    | Total Other State Revenues                                                                                                                                                                           | 96,629.00                                                                             | 109,117.00                                                                           | _                                                             | 110,107.25                                                                   | 990.25-                                                     | 100.9                                                                 |
| Other Local Reve                                                   | nue                                                                                                                                                                                                  | ,                                                                                     | ,                                                                                    |                                                               | ,                                                                            |                                                             |                                                                       |
| 8660                                                               | Interest                                                                                                                                                                                             |                                                                                       |                                                                                      |                                                               | 3,107.94                                                                     | 3,107.94-                                                   | NO BDG                                                                |
| 8699                                                               | All Other Local Revenue                                                                                                                                                                              |                                                                                       |                                                                                      |                                                               | 1,301.70                                                                     | 1,301.70-                                                   | NO BDG                                                                |
| 8792                                                               | Transfers of Apportionments Fr                                                                                                                                                                       | 120,000.00                                                                            | 120,000.00                                                                           |                                                               | .,                                                                           | 120,000.00                                                  |                                                                       |
|                                                                    | Total Other Local Revenue                                                                                                                                                                            | 120,000.00                                                                            | 120,000.00                                                                           | _                                                             | 4,409.64                                                                     | 115,590.36                                                  | 3.6                                                                   |
|                                                                    | Total Year To Date Revenues                                                                                                                                                                          | 3,353,463.00                                                                          | 3,304,828.00                                                                         |                                                               | 1,847,362.89                                                                 | 1,457,465.11                                                | 55.90                                                                 |
| Object                                                             | Description                                                                                                                                                                                          | Adopted<br>Budget                                                                     | Revised<br>Budget                                                                    | Encumbrance                                                   | Actual                                                                       | Balance                                                     | %<br>Used                                                             |
|                                                                    | •                                                                                                                                                                                                    | Budgot                                                                                | Badgot                                                                               | Lindanistanoo                                                 | Adda                                                                         | Bulance                                                     | 0000                                                                  |
| Expenditure De                                                     |                                                                                                                                                                                                      |                                                                                       |                                                                                      |                                                               |                                                                              |                                                             |                                                                       |
| Contificated Salar                                                 | les                                                                                                                                                                                                  |                                                                                       |                                                                                      |                                                               |                                                                              | 00 440 74                                                   | 60.23                                                                 |
|                                                                    | Teacher                                                                                                                                                                                              | 1 501 406 00                                                                          | 1 /61 003 00                                                                         | 181 678 62                                                    | 870 06/ 67                                                                   |                                                             |                                                                       |
| 1100                                                               | Teacher<br>Substitute Teacher                                                                                                                                                                        | 1,501,406.00                                                                          | 1,461,093.00                                                                         | 484,678.62                                                    | 879,964.67                                                                   | 96,449.71<br>1 250 00-                                      |                                                                       |
| 1100<br>1110                                                       | Substitute Teacher                                                                                                                                                                                   |                                                                                       |                                                                                      | - ,                                                           | 1,250.00                                                                     | 1,250.00-                                                   | NO BDG1                                                               |
| 1100<br>1110<br>1130                                               | Substitute Teacher<br>Certificated Stipends                                                                                                                                                          | 42,500.00                                                                             | 42,500.00                                                                            | 10,000.00                                                     | 1,250.00<br>10,000.00                                                        | 1,250.00-<br>22,500.00                                      | NO BDG<br>23.53                                                       |
| 1100<br>1110<br>1130<br>1200                                       | Substitute Teacher<br>Certificated Stipends<br>Certificated Pupil Support Sal                                                                                                                        | 42,500.00<br>105,000.00                                                               | 42,500.00<br>93,000.00                                                               | 10,000.00<br>35,466.69                                        | 1,250.00<br>10,000.00<br>48,845.08                                           | 1,250.00-<br>22,500.00<br>8,688.23                          | NO BDG<br>23.53<br>52.52                                              |
| 1100<br>1110<br>1130<br>1200<br>1300                               | Substitute Teacher<br>Certificated Stipends<br>Certificated Pupil Support Sal<br>Certificated Administrators                                                                                         | 42,500.00<br>105,000.00<br>260,001.00                                                 | 42,500.00<br>93,000.00<br>260,001.00                                                 | 10,000.00<br>35,466.69<br>86,072.59                           | 1,250.00<br>10,000.00                                                        | 1,250.00-<br>22,500.00                                      | NO BDG<br>23.53<br>52.52                                              |
| 1100<br>1110<br>1130<br>1200<br>1300<br>1330                       | Substitute Teacher<br>Certificated Stipends<br>Certificated Pupil Support Sal<br>Certificated Administrators<br>Administration Stipend                                                               | 42,500.00<br>105,000.00<br>260,001.00<br>2,500.00                                     | 42,500.00<br>93,000.00<br>260,001.00<br>2,500.00                                     | 10,000.00<br>35,466.69                                        | 1,250.00<br>10,000.00<br>48,845.08<br>161,386.14                             | 1,250.00-<br>22,500.00<br>8,688.23<br>12,542.27             | NO BDG<br>23.5:<br>52.5:<br>62.0                                      |
| 1100<br>1110<br>1130<br>1200<br>1300                               | Substitute Teacher<br>Certificated Stipends<br>Certificated Pupil Support Sal<br>Certificated Administrators<br>Administration Stipend<br>Other Certificated Salaries                                | 42,500.00<br>105,000.00<br>260,001.00<br>2,500.00<br>18,000.00                        | 42,500.00<br>93,000.00<br>260,001.00<br>2,500.00<br>18,000.00                        | 10,000.00<br>35,466.69<br>86,072.59<br>2,500.00               | 1,250.00<br>10,000.00<br>48,845.08<br>161,386.14<br>9,240.00                 | 1,250.00-<br>22,500.00<br>8,688.23<br>12,542.27<br>8,760.00 | NO BDG<br>23.5<br>52.5<br>62.0<br>51.3                                |
| 1100<br>1110<br>1130<br>1200<br>1300<br>1330<br>1900               | Substitute Teacher<br>Certificated Stipends<br>Certificated Pupil Support Sal<br>Certificated Administrators<br>Administration Stipend<br>Other Certificated Salaries<br>Total Certificated Salaries | 42,500.00<br>105,000.00<br>260,001.00<br>2,500.00                                     | 42,500.00<br>93,000.00<br>260,001.00<br>2,500.00                                     | 10,000.00<br>35,466.69<br>86,072.59                           | 1,250.00<br>10,000.00<br>48,845.08<br>161,386.14                             | 1,250.00-<br>22,500.00<br>8,688.23<br>12,542.27             | NO BDG<br>23.5<br>52.5<br>62.0<br>51.3                                |
| 1110<br>1130<br>1200<br>1300<br>1330<br>1900<br>Classified Salarie | Substitute Teacher<br>Certificated Stipends<br>Certificated Pupil Support Sal<br>Certificated Administrators<br>Administration Stipend<br>Other Certificated Salaries<br>Total Certificated Salaries | 42,500.00<br>105,000.00<br>260,001.00<br>2,500.00<br>18,000.00<br><b>1,929,407.00</b> | 42,500.00<br>93,000.00<br>260,001.00<br>2,500.00<br>18,000.00<br><b>1,877,094.00</b> | 10,000.00<br>35,466.69<br>86,072.59<br>2,500.00<br>618,717.90 | 1,250.00<br>10,000.00<br>48,845.08<br>161,386.14<br>9,240.00<br>1,110,685.89 | 1,250.00-<br>22,500.00<br>8,688.23<br>12,542.27<br>8,760.00 | NO BDGT<br>23.53<br>52.52<br>62.07<br>51.33<br><b>59.17</b><br>ONLINE |

Fiscal13a

**Financial Statement** 

| Okiest             | Description                                     | Adopted    | Revised    | <b>F</b>    | A          | Dalama     | 9      |
|--------------------|-------------------------------------------------|------------|------------|-------------|------------|------------|--------|
| Object             | Description                                     | Budget     | Budget     | Encumbrance | Actual     | Balance    | Use    |
| Expenditure De     | etail (continued)                               |            |            |             |            |            |        |
| Classified Salarie |                                                 |            |            |             |            |            |        |
| 2400               | Clerical & Office Salaries                      | 45,931.00  | 75,090.00  | 14,932.41   | 30,314.73  | 29,842.86  | 40.3   |
|                    | Total Classified Salaries                       | 45,931.00  | 75,090.00  | 14,932.41   | 30,314.73  | 29,842.86  | 40.3   |
| Employee Benefi    | its                                             |            |            |             |            |            |        |
| 3301               | OASDI/Medicare Certificated                     | 146,216.00 | 136,156.00 | 45,812.57   | 79,821.77  | 10,521.66  | 58.6   |
| 3302               | OASDI/Medicare Classified                       | 3,514.00   | 5,674.00   | 1,127.48    | 2,263.42   | 2,283.10   | 39.8   |
| 3401               | Health/Dental/Vision Cert                       | 154,479.00 | 169,244.00 |             | 125,365.47 | 43,878.53  | 74.0   |
| 3402               | Health/Dental/Vission Class                     | 4,720.00   | 4,720.00   |             | 3,540.31   | 1,179.69   | 75.0   |
| 3501               | SUI Certificated                                | 965.00     | 896.00     | 299.56      | 521.66     | 74.78      | 58.2   |
| 3502               | SUI Classified                                  | 23.00      | 37.00      | 7.36        | 14.80      | 14.84      | 40.0   |
| 3601               | Workers' Comp Certificated                      | 31,063.00  | 29,151.00  | 9,961.36    | 16,950.61  | 2,239.03   | 58.1   |
| 3602               | Workers' Comp Classified                        | 739.00     | 1,177.00   | 240.48      | 458.14     | 478.38     | 38.9   |
| 3901               | 403B and OtherBenCert                           |            | 4,647.00   |             | 3,444.63   | 1,202.37   | 74.1   |
|                    | _<br>Total Employee Benefits                    | 341,719.00 | 351,702.00 | 57,448.81   | 232,380.81 | 61,872.38  | 66.0   |
| Books and Supp     | lies                                            |            |            |             |            |            |        |
| 4100               | Texbooks                                        | 310,261.00 | 310,261.00 |             | 273,037.80 | 37,223.20  | 88.0   |
| 4300               | Materials and Supplies                          | 45,000.00  | 45,000.00  | 5,415.05    | 26,180.11  | 13,404.84  | 58.1   |
|                    | Total Books and Supplies                        | 355,261.00 | 355,261.00 | 5,415.05    | 299,217.91 | 50,628.04  | 84.2   |
| Services and Oth   | ner Operating Expenditures                      | 000,201100 | 000,201100 | 0,110100    | 200,211101 | 00,020101  |        |
| 5200               | Travel and Conference                           | 5,000.00   | 5,000.00   |             | 112.88     | 4,887.12   | 2.2    |
| 5210               | Mileage                                         | 0,000100   | 0,000.00   |             | 579.60     | 579.60-    | NO BDG |
| 5220               | Staff Development                               | 14,000.00  | 14,000.00  |             | 3,749.48   | 10,250.52  | 26.7   |
| 5300               | Dues and Memberships                            | 3.000.00   | 3.000.00   |             | 385.00     | 2,615.00   | 12.8   |
| 5450               | Other Insurance                                 | 13,533.00  | 13,533.00  |             | 13,533.00  | _,         | 100.0  |
| 5600               | Repair, Maintenance Building                    | 18,000.00  | 18,000.00  | 3,550.50    | 9,324.50   | 5,125.00   | 51.8   |
| 5800               | Professional/Consultion Servic                  | 162,718.00 | 162,308.00 | 27,985.50   | 67,990.25  | 66,332.25  | 41.8   |
| 5801               | Audit Services                                  | 13,050.00  | 13,050.00  | ,           | 4,620.00   | 8,430.00   | 35.4   |
| 5803               | Business Services Authority                     | 226.359.00 | 263,514.00 |             | 40,437.50  | 223,076.50 | 15.3   |
| 5899               | Legal Services Box 14                           | 100,000.00 | 100,000.00 |             | 17,118.50  | 82,881.50  | 17.1   |
| 5901               | Communication Services-Phone                    |            | ,          |             | 2,348.83   | 2,348.83-  | NO BDG |
| 5902               | Internet Services                               |            | 400.00     | 178.70      | 221.30     | ,          | 55.3   |
| 5903               | Postage                                         | 900.00     | 900.00     |             | 558.59     | 341.41     | 62.0   |
|                    | Total Services and Other Operating Expenditures | 556,560.00 | 593,705.00 | 31,714.70   | 160,979.43 | 401,010.87 | 27.1   |
|                    |                                                 |            |            |             |            |            |        |

Selection Grouped by Account Type - Sorted by Org, Fund, Object, Filtered by (Org = 638, Starting Period = 1, Ending Account Period = 0, Stmt Option? = , Zero Amounts? = N, SACS? = N, Restricted? = Y) ESCAPE ONLINE

Page 2 of 4

638 - Peak Prep Charter School

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**Financial Statement** 

|                  | eak Prep                     |                                      |                      |              | Fiscal Year 2020         | )/21 Through Ma   |
|------------------|------------------------------|--------------------------------------|----------------------|--------------|--------------------------|-------------------|
| Object           | Description                  |                                      | Beginning<br>Balance |              | Year to Date<br>Activity | Ending<br>Balance |
| und Reconcil     | iation                       |                                      |                      |              |                          |                   |
| ssets            |                              |                                      |                      |              |                          |                   |
| 9110             | Cash in County Treasury      |                                      |                      |              | 1,903,420.91             | 1,903,420.91      |
| 9200             | Accounts Receivable          |                                      |                      |              | 1,261,735.24-            | 1,261,735.24-     |
| 9201             | Accounts Receivable-Payroll  |                                      |                      |              | 2,751.85                 | 2,751.85          |
| 9290             | Due From Other Governments   |                                      |                      |              | 607,113.00-              | 607,113.00-       |
|                  |                              | Total Assets                         | .00                  |              | 37,324.52                | 37,324.52         |
| abilities        |                              |                                      |                      |              |                          |                   |
| 9510             | Accounts Payable             |                                      |                      |              | 116,014.51-              | 116,014.51-       |
| 9530             | Summer Pay Liability         |                                      |                      |              | 2,278.60                 | 2,278.60          |
| 9534             | Health & Welfare Ins Payable |                                      |                      |              | 99,317.09                | 99,317.09         |
| 9535             | State Umemployment Insurance |                                      |                      |              | 126.12                   | 126.12            |
| 9536             | Workers' Comp Ins Payable    |                                      |                      |              | 2,783.40-                | 2,783.40-         |
| 9539             | Miscellaneous Deductions     |                                      |                      |              | 3,584.50                 | 3,584.50          |
| 9590             | Due to Other Governments     |                                      |                      |              | 37,032.00                | 37,032.00         |
|                  |                              | Total Liabilities                    | .00                  |              | 23,540.40                | 23,540.40         |
|                  |                              | Calculated Fund Balance              | .00                  |              | 13,784.12                | 13,784.12         |
| eginning Fund    | Balance                      |                                      |                      |              |                          |                   |
| 9791             | Beginning Fund Balance       |                                      |                      |              |                          |                   |
|                  |                              | Beginning Fund Balance Proof         | .00                  |              | 13,784.12                | 13,784.12         |
|                  | Change in Fund Balanc        | e - Excess Revenues ( Expenditures ) |                      |              | 13,784.12                |                   |
|                  |                              |                                      |                      |              |                          |                   |
| lemo Only - E    | nding Fund Balance Accounts  |                                      |                      |              |                          |                   |
|                  |                              | Adopted                              |                      | Revised      |                          |                   |
| eserves          |                              |                                      |                      |              |                          |                   |
| 9720             | Reserve for Encumbrances     |                                      |                      |              | 728,228.87               | 728,228.87        |
| ther Designation |                              |                                      |                      |              |                          |                   |
| 9790             | Undesignated/Unapproproate   | 10,206.00                            |                      | 1,482,820.00 |                          |                   |
| '96 - 9799       |                              |                                      |                      |              |                          |                   |
| 9796             | Capital Assets Net of Debt   | 114,379.00                           |                      | 115,578.00   |                          |                   |

|   | Selection Grouped by Account Type - Sorted by Org, Fund, Object, Filtered by (Org = 638, Starting Period = 1, Ending Account Period = 0, Stmt Option? = , | ESCAPE ONLINE |
|---|-----------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
|   | Zero Amounts? = N, SACS? = N, Restricted? = Y)                                                                                                            | Page 3 of 4   |
| _ |                                                                                                                                                           |               |

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#### **Financial Statement**

| Fund 620 - Peak Prep                                                                                                         |                              |                              |             | Fiscal Year 202              | 0/21 Through Ma            | rch 2021       |
|------------------------------------------------------------------------------------------------------------------------------|------------------------------|------------------------------|-------------|------------------------------|----------------------------|----------------|
| Description                                                                                                                  | Adopted<br>Budget            | Revised<br>Budget            | Encumbrance | Actual                       | Budget<br>Balance          | % of<br>Budget |
| Revenues, Expenditures, and Changes in Fund Balance                                                                          |                              |                              |             |                              |                            |                |
| A. Revenues<br>B. Expenditures                                                                                               | 3,353,463.00<br>3,228,878.00 | 3,304,828.00<br>3,252,852.00 | 728,228.87  | 1,847,362.89<br>1,833,578.77 | 1,457,465.11<br>691,044.36 | 55.90<br>56.37 |
| C. Subtotal (Revenue LESS Expense)<br>D. Other Financing Sources and Uses<br>Sources<br>LESS Uses                            | 124,585.00                   | 51,976.00                    |             | 13,784.12                    | 766,420.75                 |                |
| E. Net Change in Fund Balance                                                                                                | 124,585.00                   | 51,976.00                    |             | 13,784.12                    | 766,420.75                 |                |
| F. Fund Balance:<br>Beginning Balance (9791)<br>Audit Adjustments (9793)<br>Other Restatements (9795)                        |                              | 1,546,422.00                 |             |                              |                            |                |
| Adjusted Beginning Balance                                                                                                   | .00                          | 1,546,422.00                 |             | .00                          |                            |                |
| G. Calculated Ending Balance<br>*Components of Ending Fund Balance<br>Legally Restricted (9740)<br>Other Designations (9780) | 124,585.00                   | 1,598,398.00                 |             | 13,784.12                    |                            |                |
| Undesig/Unapprop (9790)<br>Other                                                                                             | 10,206.00<br>114,379.00      | 1,482,820.00<br>115,578.00   |             | 728,228.87                   |                            |                |

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#### **Board Report with Object and Resource**

| Includes Purchase Orders dated 02/01/2021 - 02/28/2021 |                                |                   |                       |                         |       |                   |
|--------------------------------------------------------|--------------------------------|-------------------|-----------------------|-------------------------|-------|-------------------|
| PO<br>Number                                           | Vendor Name                    | Order<br>Location | Object<br>Description | Resource<br>Description |       | Account<br>Amount |
| B3821-00022                                            | Paylocity Corporation          | Peak Prep         | Prof/ConslServ        | Unrestricted            |       | 201.00            |
| P3821-00027                                            | ALLTECH ENTERPRISES, LLC       | Peak Prep         | Mtrls&Spls            | Unrestricted            |       | 2,606.18          |
| P3821-00028                                            | Pear Deck, Inc                 | Peak Prep         | Prof/ConslServ        | Unrestricted            |       | 1,800.00          |
| P3821-00029                                            | National Student Clearinghouse | Peak Prep         | Prof/ConslServ        | Unrestricted            |       | 595.00            |
| P3821-00030                                            | ALLTECH ENTERPRISES, LLC       | Peak Prep         | Mtrls&Spls            | Unrestricted            |       | 3,925.35          |
|                                                        |                                | Total Number      | of POs 5              |                         | Total | 9,127.53          |

| Fund | Description | PO Count | Amount   |
|------|-------------|----------|----------|
| 620  | Peak Prep   | 5        | 9,127.53 |

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Page 1 of 1

## Peak Prep Pleasant Valley MASTER PLAN FOR ENGLISH LEARNERS



(Date Board Approved)

## **Table of Contents**

| Peak Prep Pleasant Valley MASTER PLAN FOR ENGLISH LEARNERS | 2  |
|------------------------------------------------------------|----|
| POSITION STATEMENT                                         | 3  |
| PART I: IDENTIFICATION OF ENGLISH PROFICIENCY              | 4  |
| PART II: PLACEMENT OF STUDENTS                             | 9  |
| PART III: INSTRUCTIONAL PROGRAMS                           | 9  |
| PART IV: STAFFING AND PROFESSIONAL GROWTH                  | 11 |
| PART V: RECLASSIFICATION TO FLUENT ENGLISH PROFICIENT      | 12 |
| PART VI: ENGLISH LEARNER ADVISORY COMMITTEE                | 12 |
| PART VII: SPECIAL NEEDS                                    | 14 |

#### Peak Prep Pleasant Valley MASTER PLAN FOR ENGLISH LEARNERS

|           |                     |      | Peak Prep<br>Pleasant<br>Valley |
|-----------|---------------------|------|---------------------------------|
|           | English<br>Learners | RFEP | TOTAL<br>Enrollment             |
| 2019-2020 | 12                  | 0    | 290                             |
| 2020-2021 | 7                   |      | 350                             |
| 2021-2022 |                     |      |                                 |
| 2022-2023 |                     |      |                                 |

#### \*Due to Covid-19, the 2019-2020 ELPAC was cancelled; therefore, there were 0 RFEP.

Peak Prep Pleasant Valley has a diverse student population. The primary language spoken at home for most of these students is English; however, there are many Spanish speaking families.

**Peak Prep Pleasant Valley VISION STATEMENT-** The vision of Peak Prep Pleasant Valley is to enhance the quality of life through education.

<u>Peak Prep Pleasant Valley English Learner Vision Statement</u>: English Learners fully and meaningfully access and participate in a twenty-first-century education from early childhood through grade twelve that results in their attaining high levels of English proficiency, mastery of grade-level standards, and opportunities to develop proficiency in multiple languages. (EL Roadmap, 2017)

#### Peak Prep Pleasant Valley MISSION STATEMENT

The mission of the Charter School is to create future leaders passionate about making a positive contribution to their local and global communities in the science and mathematics fields.

<u>Peak Prep Pleasant Valley Mission Statement for English Learners</u>: The Peak Prep Pleasant Valley affirms and welcomes a diverse range of English learner (EL) strengths, needs, and identities. We are committed to preparing graduates with the linguistic, academic, and social skills and competencies they require for college, career, and civic participation in a global, diverse, and multilingual world, thus ensuring California's thriving future. (EL Roadmap, 2017)

## **POSITION STATEMENT**

The purpose of Peak Prep Pleasant Valley' English Learner (EL) program for students enrolled in the Peak Prep Pleasant Valley Division is to:

- 1. Develop the listening, speaking, reading, writing, and comprehension skills in English for those students whose primary language is other than English.
- 2. Enhance students' self-esteem.
- 3. Promote cross-cultural understanding.
- 4. Provide equal opportunity for academic achievement, including academic instruction through the primary language when necessary.

This plan will operate under the four guiding principles of the English Learner Roadmap, which are:

- 1. Assets oriented and needs-responsive schools.
- 2. The intellectual quality of instruction and meaningful access
- 3. System conditions that support effectiveness
- 4. Alignment and articulation within and across systems

The Peak Prep Pleasant Valley EL Master Plan is in place to ensure a commitment from all personnel to provide the best possible educational services for English Learner (EL) students and aligned to the California EL Roadmap SBE Policy, which states:

- The passage of the California Education for a Global Economy Initiative (CA Ed.G.E. Initiative), Proposition 58, effective July 1, 2017, amended most of Proposition 227 and resulted in changes to Education Code (EC) sections 300, 305–306, 310–311, 320, 335.
- 2. The implementation of the State content standards and curriculum frameworks featuring evidence-based practices and exemplary services for English learners, as described in the SBE adopted documents.
- 3. Implementing the Local Control Funding Formula (LCFF) and the Local Control and Accountability Plan (LCAP).
- 4. Changes to the Elementary and Secondary Education Act (ESEA) as reauthorized by the Every Student Succeeds Act (ESSA) of 2015.

#### GOAL

Identified EL students will have equal access to curriculum and instruction provided to all students. These students will learn English, make progress based upon their individual needs through academic instruction, and experience success. The program's fundamental goal is that students will function successfully in the English language and be college and career ready – equipped with 21st-century skills.

## PART I: IDENTIFICATION OF ENGLISH PROFICIENCY

The English Language Proficiency Assessments for California (ELPAC) is the required state test for English Language Proficiency (ELP) that must be given to students whose primary language is not English. State and federal law require charters to administer a state test of ELP to eligible students in kindergarten through grade twelve. The California Department of Education (CDE) transitioned from the California English Language Development Test (CELDT) to the ELPAC as the state ELP assessment in 2018. The ELPAC is aligned with the 2012 California English Language Development Standards. The ELPAC consists of two separate ELP assessments:

One for the initial identification of students as English learners (ELs).

One for the annual summative assessment to measure a student's progress in learning English and identify the student's level of ELP.

#### Initial ELPAC Assessment

The Home Language Survey (HLS) is to be completed by a parent or guardian when the student initially enrolls in a California school. If applicable, Peak Prep Pleasant Valley counseling staff collects the HLS and assessment information from the student's previous program. If Peak Prep Pleasant Valley school is the first California school in which a student has enrolled, school counselors will administer the HLS. The following steps are used to identify Initial ELPAC eligible students upon receipt of the HLS:

- 1. HLS identifies a language other than English or American Sign Language.
- 2. The student has not previously been tested with the English Language Proficiency Assessments of California (ELPAC)
  - a. The student does <u>not</u> already have an English Language Acquisition Score (ELAS) of English Learner (EL), Initial Fluent English Proficient (IFEP), or Reclassified as Fluent English Proficient (RFEP) in California Longitudinal Pupil Achievement Data System (CALPADS).
  - b. The student has no scores for the ELPAC in CALPADS and the Local Scoring Tool (LST) for Initial ELPAC scores.
  - c. The student's cumulative file does not contain ELPAC scores.

The Initial ELPAC is given to students in grades K–12, whose primary language is not English, to determine their ELP status. Students with disabilities who cannot take one or more domains of the ELPAC with allowed universal tools, designated supports, or accommodations will take an alternate assessment(s), as noted in their individualized education plan.

The Initial ELPAC is a paper-pencil test administered in six grade spans—K, 1, 2, 3–5, 6–8, and 9-12th grade. In kindergarten and grade 1, all domains are administered individually. In grades 2–12, the test is administered in groups exclusive of speaking, assessed one-on-one. Testing times will vary depending upon the grade level, domain, and individual student. Estimated testing times will be made available on the ELPAC website at <u>http://www.elpac.org</u> or the CDE Initial Assessment Fact Sheet at <u>https://www.cde.ca.gov/ta/tg/ca/documents/initialelpacfactsheet.pdf</u>

## The Initial ELPAC administration window is open from July 1 through June 3

The Initial ELPAC measures the ELP in the four domains of listening, speaking, reading, and writing; and is used to identify students as being either fluent in English (IFEP) or an English Learner (Intermediate or Novice). It is administered only once during a student's time in the

California public school system, and locally scored results are a student's official score. The following definitions apply:

#### **Initial Fluent English Proficient (IFEP)**

Students at this level have well developed oral (listening and speaking) and written (reading and writing) skills. They can use English to learn and communicate in meaningful ways that are appropriate to different tasks, purposes, and audiences in a variety of social and academic contexts.

#### Intermediate English Learner

At this level, students have somewhat developed to moderately developed oral (listening and speaking) and written (reading and writing) skills. This level captures a broad range of English learners, from those who can use English only to meet immediate communication needs to those who can, at times, use English to learn and communicate in meaningful ways in a range of topics and content areas.

#### **Novice English Learner**

At this level, students have minimally developed oral (listening and speaking) and written (reading and writing) English skills. They tend to rely on learned words and phrases to communicate meaning at a basic level. They need substantial-to-moderate linguistic support to communicate in familiar social and academic contexts; they need substantial linguistic support to communicate on less familiar tasks and topics.

#### Peak Prep Pleasant Valley Initial ELPAC Assessment Process

Upon a student's first enrollment in the Peak Prep Pleasant Valley Division of Peak Prep Pleasant Valley, staff will:

- 1. Administer a home language survey (HLS) if this is the students' first California enrollment. If the HLS indicates English as the primary/native language, the student is classified as English only (EO), and the process stops. If the HLS indicates a language other than English as the primary/native language, the student must take the Initial ELPAC if they have never taken it before.
- 2. Notify the parent/guardian as soon as possible, in writing, that the Initial ELPAC will be administered.
- 3. Administer the Initial ELPAC by a trained ELPAC test examiner.
- 4. Use the Local Scoring Tool (LST) to produce the official score.
- 5. Submit a classification of English Learner (EL) or initial fluent English proficient (IFEP) into PowerSchool, which automatically feeds CALPADS.
- 6. Notify the parent/guardian, in writing, of Initial ELPAC results within 30 days of enrollment.
- 7. Conduct a classification review if requested. Notify the parent/guardian of results.

Summative ELPAC must be administered every spring until the student is reclassified as fluent English proficient (i.e., RFEP). If the student is classified as IFEP, the ELPAC administration process stops.

#### Peak Prep Pleasant Valley Summative ELPAC Assessment Process

The English Language Proficiency Assessments for California (ELPAC) is California's assessment system used to determine a student's English language proficiency whose primary language is not English. The ELPAC is aligned with the 2012 California English Language Development Standards and assesses four domains: Listening, Speaking, Reading, and Writing. The Summative ELPAC is given only to students who have previously been identified as an English Learner based upon Initial

ELPAC results. The Summative ELPAC measures how well they are progressing with English development in each of the four domains.

The purpose of the Summative ELPAC is to measure progress toward English proficiency, to help inform proper educational placements, and to help determine if a student is ready to be reclassified. This is important when ensuring that students continue to receive the supports they need to do well in school.

The Summative Assessment is given only to students in grades K–12 who have been identified as English Learners. These students will take the assessment every year until they are reclassified as Fluent English Proficient. Students with disabilities who cannot take one or more domains of the ELPAC with allowed universal tools, designated supports, or accommodations will take an alternate assessment(s), as noted in their individualized education plan.

The Summative ELPAC is a Computer Based Assessment (CBA) administered in seven grade spans—K, 1, 2, 3–5, 6–8, 9–10, and 11–12. In kindergarten and grade 1, all domains are administered individually. In grades 2–12, the test is administered in groups exclusive of speaking, which is assessed one-on-one. Testing times will vary depending upon the grade level, domain, and individual student. Estimated testing times will be made available on the ELPAC website at http://www.elpac.org.

The Summative ELPAC administration window is open from February 1 through May 31. For additional information, visit the CDE ELPAC web page at <u>https://www.cde.ca.gov/ta/tg/ep</u>

#### Summative ELPAC Level Descriptions Level 1

English Learners at this level have minimally developed oral (listening and speaking) and written (reading and writing) English skills. They tend to rely on learned words and phrases to communicate meaning at a basic level. They need substantial-to-moderate linguistic support to communicate in familiar social and academic contexts; they need substantial linguistic support to communicate on less familiar tasks and topics. This test performance level corresponds to the "Emerging" proficiency level, as described in the 2012 ELD Standards.

#### Level 2

At this level, English learners have somewhat developed oral (listening and speaking) and written (reading and writing) skills. They can use English to meet immediate communication needs but often cannot use English to learn and communicate on topics and content areas. They need moderate-to-light linguistic support to engage in familiar social and academic contexts; they need substantial-to-moderate support to communicate on less familiar tasks and topics. This test performance level corresponds to the mid- to low-range of the "Expanding" proficiency level, as described in the 2012 ELD Standards.

#### Level 3

At this level, English learners have moderately developed oral (listening and speaking) and written (reading and writing) skills. They can sometimes use English to learn and communicate in meaningful ways in various topics and content areas. They need light to minimal linguistic support to engage in familiar social and academic contexts; they need moderate support to communicate on less familiar tasks and topics. This test performance level corresponds to the lower range of the "Bridging" proficiency level through the upper range of the "Expanding" proficiency level, as described in the 2012 ELD Standards.

#### Level 4

At this level, English learners have well developed oral (listening and speaking) and written (reading and writing) skills. They can use English to learn and communicate in meaningful ways that are appropriate to different tasks, purposes, and audiences in a variety of social and academic contexts. They may need occasional linguistic support to engage in familiar social and academic contexts; they may need light support to communicate in less familiar tasks and topics. This test performance level corresponds to the upper range of the "Bridging" proficiency level, as described in the California English Language Development Standards, Kindergarten Through Grade 12 (2012 ELD Standards).

ELPAC Summative Performance Level Descriptors: (Also add as an appendix item.) https://www.scoe.org/blog\_files/ELPAC%20ELD.pdf

ELPAC Performance Level Descriptors & ELD Standards Proficiency Levels.

| ELPAC   | ELD Standards |
|---------|---------------|
| Level 1 | Emerging      |

|         | Expanding -low   |
|---------|------------------|
| Level 2 | Expanding -mid   |
| Level 3 | Expanding -upper |
|         | Bridge -low      |
| Level 4 | Bridge-upper     |

While California's English Language Development Standards (2012) designate three proficiency levels (Emerging, Expanding, and Bridging), the Summative ELPAC Assessment measures the four levels listed above. Students will receive an overall score identifying their English proficiency level once they take the Summative Assessment. Students will also receive sub-scores listing the proficiency levels for each test component: speaking, listening, reading, writing, and listening. Students will receive ELD instruction and services based upon their Summative ELPAC Assessment proficiency level.

#### **EL Student Folders**

An orange EL folder is maintained for each EL. An EL folder should be established as initial testing is completed. The folder's purpose is to assist the teacher, parent, and school administrators with program placement and development, student monitoring, and reclassification. The following items are placed in the EL folder:

- The Home Language Survey (a copy of the initial survey if available) or Home Language Data Assessment Sheet
- Assessment results from all initial and annual ELPAC assessments (if available)
- Copies of the parent notification letters about the results of assessments (as available)
- At the reclassification time, the reclassification checklist and reclassification form will also be in each student folder.

## PART II: PLACEMENT OF STUDENTS

All Peak Prep Pleasant Valley EL students will have full access to the types of high-quality curriculum and instruction called for by the California State Standards for ELA/Literacy, and other State Board of Education (SBE) adopted content standards in all disciplines (including mathematics, science, history/social studies, and other subjects) as they concurrently progress through the continuum of English language development.

All Peak Prep Pleasant Valley Division students are placed in either a full or "blended" independent study program – with the exception of the Juvenile Hall students.

## **Designated ELD**

Designated English Language Development (ELD) will be provided as protected time for all EL students during the regular school day. Designated ELD is when teachers offer lessons to English Learners to develop English language proficiency. The overall goal of ELD instruction is for students to learn English at the level of a native speaker. The California ELD Standards (adopted 2012) will drive the instruction during the Designated ELD period, with support from the students' specific California State Content Standards for each of their specific topics. (See Part III of this document for additional information)

## **Integrated ELD**

All Peak Prep Pleasant Valley EL students will receive Integrated ELD instruction, focusing on their specific California State Content Standards and support from the California ELD Standards. (See Part III of this document for additional information)

#### **Transfer of Students**

When students transfer in or out of Peak Prep Pleasant Valley Programs:

- All relevant data regarding the student's English Learner assessment history, including current scores, current student placement, academic progress, and interventions, are sent to the receiving school.
- Students entering the program will have the relevant assessment, academic progress, and placement information entered into the student data system.
- When the site receives the student information packet from the former school/program, the record will be reviewed by the counseling staff or site principal to check for any relevant data about English Learner status and/or services provided in the former program.

#### **Parent Notification**

Parents receive a written explanation, in English and the primary language, of the charter's Structured English Immersion (SEI) programs for English Learners, along with parent notifications for assessment results.

## PART III: INSTRUCTIONAL PROGRAMS

All students enrolled in Peak Prep Pleasant Valley programs are served in English mainstream classrooms with the necessary support, including support in their primary language, as needed.

#### Integrated and Designated ELD

- English Learners receive integrated ELD instruction in all academic classes and also receive designated ELD instruction.
- Designated ELD instruction is a protected time during the regular school day when teachers provide English learners lessons to develop English language proficiency. The overall goal of ELD instruction is for students to learn English at the level of a native speaker.
- Integrated ELD refers to teachers providing language clarification and language acquisition support during regular content-area lessons. The goal of Integrated ELD is for English Learners to learn the content and academic language used in each lesson.

#### English Language Development (ELD)

- ELD instruction appropriate to the English proficiency level of each EL is scheduled during the regular school day.
- An authorized teacher provides ELD.
- ELD classes consist of students at the same level, or "one level plus" according to ELPAC test results.
- Activities that will promote cross-cultural understanding and the development of a positive selfimage is provided.
- English only students may not be placed in ELD; EO students are placed in an ELA intervention class if language support is needed.

#### English Language Development Curriculum

The California ELD Standards (2012) guide the ELD curriculum for English Learners. Based on the ELD standards Peak Prep Pleasant Valley will provide the current state-adopted curriculum materials in both designated and integrated ELD. In addition, schools purchase supplemental materials with other site funds to support standards-based ELD instruction.

Peak Prep Pleasant Valley provides English Learners with instruction using materials deemed appropriate and specifically designed to enable students at each level of English language proficiency to rapidly acquire academic English, efficiently, and effectively.

#### Assisting Students in Recouping Academic Deficits

An individual intervention/learning plan assists English Learners with recouping academic deficits incurred while learning English. Peak Prep Pleasant Valley utilizes various extended learning opportunities to provide additional support for reading, writing, speaking, and listening across the curriculum. Edgenuity & Schoology, electronic course programs, may be used to recoup deficits in all courses and has built-in features to support English learners' needs. In addition, Edgenuity offers pre and post-tests in all subject areas and includes remediation classes in Language Arts.

Extended learning opportunities may include one or more of the following: before school/intersession programs, extended day activities, and/or intensified strategies that facilitate student mastery of grade-level standards.

#### **Progress Monitoring for English Learners**

Teachers monitor EL students' classroom work in a variety of ways, depending on the teacher's instructional practices. Formally, student progress is monitored using one or more of the following:

- · ELPAC Testing
- EL Folders (Orange Folders)
- · Smarter Balanced formative assessments
- · Classroom performance-based assessments
- · Grades
- Teacher observation (OPTEL)
- Other measures, including i-Ready & LAS Links Assessments

## PART IV: STAFFING AND PROFESSIONAL GROWTH

#### Staffing

All teaching personnel assigned to provide instruction to English Learners are qualified to provide the appropriate instructional services.

#### **Professional Learning**

In addition to providing appropriately certified teachers, Peak Prep Pleasant Valley will offer learning opportunities that further develop personnel's skills to provide appropriate instructional services to English Learners.

Administrators, counselors, teachers, and others will be provided on-going training opportunities that include, but are not limited to, the following:

- Strategies to assist students in the development of a positive self-image
- Cross-cultural understanding and teaching methodology
- English Language Development (ELD) teaching methodology
- Developing Positive Student/Teacher Relationships
- Developing Quick Write Strategies (Write to Learn)
- Developing Reading Strategies (Reading for Meaning)
- Student engagement strategies
- Other.

## PART V: RECLASSIFICATION TO FLUENT ENGLISH PROFICIENT

#### **Reclassification Criteria**

The reclassification criteria are outlined in the California *Education Code (EC)* Section 313 and Title 5 California Code of Regulations (5 *CCR*) Section 11303. Peak Prep Pleasant Valley will use the following four criteria to establish reclassification policies and procedures:

1. Assessment of English Language Proficiency (ELP), using an objective assessment instrument, including, but not limited to, the state test of ELPAC. The Peak Prep Pleasant Valley Division will use ELPAC Overall Performance Level (PL) 4 for this reclassification criteria; *and* 

2. Teacher evaluation, including, but not limited to, a review of the student's curriculum mastery; The Peak Prep Pleasant Valley Division will use a C or better criteria for the student's current grade. *and* 

3. Parent opinion and consultation; and

4. Comparison of student performance in basic skills against an empirically established range of performance in basic skills of English proficient students of the same age. The Peak Prep Pleasant Valley Division will use Level 3 (Proficient) on the California Assessment of Student Performance and Progress (CAASPP) ELA exam *or* grade-level performance on the i-Ready diagnostic tool for this reclassification criteria.

The California Department of Education is developing the Alternate English Language Proficiency Assessments for California or Alternate ELPAC. The purpose of the Alternate ELPAC:

- The Summative Alternate ELPAC will provide information on annual student progress toward ELP and support decisions for students to be re-designated fluent English proficient (RFEP).
- Beginning in the 2021-2022, the Initial Alternate ELPAC will provide information to determine a student's initial classification as an English learner (EL) or as initial fluent English proficient (IFEP).

The Alternate ELPAC will be aligned to the English language development connectors and are linked to the 2012 California English Language Development Standards.

The Alternate ELPAC will replace all locally determined alternate assessments and provide a consistent, standardized measurement of ELP across the state for students with the most significant cognitive disabilities.

- Have IEP teams identify ELs with the most significant cognitive disabilities to take the Alternate ELPAC statewide field test.
- No longer use locally determined alternate ELP assessments for summative purposes.

## PART VI: ENGLISH LEARNER ADVISORY COMMITTEE

Peak Prep Pleasant Valley will establish a site-level English Learner Advisory Committee (ELAC) when the numbers support the need. It will consist of parents, staff, and community members designated to advise charter officials on English Learner programs and services.

#### Requirement

Each California public school with 21 or more English learners must form an English Learner Advisory Committee (ELAC).

#### Responsibilities

The ELAC shall be responsible for the following tasks:

- Advising the principal and staff in the development of a site plan for English learners and submitting the plan to the School Site Council for consideration of inclusion in the School Plan for Student Achievement.
- Assisting in the development of the schoolwide needs assessment.
- Ways to make parents aware of the importance of regular school attendance.
- Each ELAC shall have the opportunity to elect at least one member to the Charter English Learner Advisory Committee (DELAC). Charters with 31 or more ELACs may use a system of proportional or regional representation.

#### **Composition Requirements**

English learners' parents or guardians shall constitute the majority membership (51 percent or more) of the committee.

#### Training

The Peak Prep Pleasant Valley Division for the Peak Prep Pleasant Valley will provide ELAC members with appropriate training materials and training to assist them in carrying out their required advisory responsibilities. Training shall be planned in full consultation with committee members, and funds from appropriate resources may be used to meet the costs of providing the training to include the costs associated with the members' attendance at training sessions

#### Legal References

- California *Education Code*, sections 35147, 52062(a)(2), 52063(b), 52069, 62002.5, and 64001(a)
- California Code of Regulations, Title 5, Section 11308 and 15495(b)

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- California *Education Code*, sections 35147, 52062(a)(2), 52063(b), 52069, 62002.5, and 64001(a)
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## PART VII: SPECIAL NEEDS

EL students shall be provided with fair and equal access to special services (i.e., Special Education, Title I, Career and Alternative Education Services, and extracurricular activities).

- All instructional personnel are responsible for referring an EL student through the locally adopted referral process if a disability is suspected.
- Parents may request an assessment in writing.
- IEP teams must determine whether an EL student meets the eligibility criteria for special education and requires special knowledge and related services to benefit from this educational program
- A determination that the learning difficulty is not the result of cultural or linguistic diversity is made.
- Students should not be referred for special education solely because they do not understand or are limited in their ability to understand English. IEP or Section 504 teams must determine which services are appropriate for ELs based on their particular disabilities and English proficiency level. ELs with IEPs or 504 Plans must also receive ELD instruction.

Trainer/Template: kdelmas@mcsos.org

| 11         12         13         14         15         16         17           18         19         20         21         22         23         24                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 9 10 11 12 13 14 15                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
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| DECEMBER '22           S         M         T         W         Th         F         S           I         1         2         3         4                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | JUNE '22           S         M         T         W         Th         F         S           I         1         2         3         4                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <ol> <li>Last Day of School</li> <li>Teacher In-service</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
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## PEAK PREP PLEASANT VALLEY | 2021-2022 CALENDAR