



Peak Prep Pleasant Valley

Board Meeting Agenda—Regular Board Meeting Wednesday, May 18th, 2022 4pm

Teleconference Locations:

In accordance with Government Code Section 54953(e)(1)(B), if the Charter School Board of Directors determines, that meeting in person would present imminent risks to the health or safety of attendees and in pursuant to Government Code Section 54953(e)(3), the Board has also reconsidered the circumstances of the State of Emergency declared by the Governor on March 4, 2020, and finds the State of Emergency continues to directly impact the ability of the Directors to meet safely in person and/or that State or local officials continue to impose or recommend measures to promote social distancing, the Charter school 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.

virtual meeting.

Topic: May 2022 Regular Board Meeting

Time: May 18, 2022 04:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89423568120?pwd=ekp6QWl6Q2FXSkhLc2tKVkxka3B1Zz09>

Meeting ID: 894 2356 8120
Passcode: PeakPrep

One tap mobile

+13017158592,,89423568120#,,,,*42477331# US (Washington DC)

+13126266799,,89423568120#,,,,*42477331# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 894 2356 8120
Passcode: 42477331

Find your local number: <https://us02web.zoom.us/j/89423568120?pwd=Q2477331>

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: 4pm

B. Roll Call

Board Member	Present	Absent
Marlo Hartsuyker	x	
Natalie Adams	x	
Sandra Taylor		x
Alana Miller	x	

C. Preliminary Action Item

Board findings pursuant to Government Code Section 54953(e)

The Charter School Board of Directors determines, in accordance with Government Code Section 54953(e)(1)(B), that meeting in person would present imminent risks to the health or safety of attendees. Pursuant to Government Code Section 54953(e)(3), the Board has also reconsidered the circumstances of the State of Emergency declared by the Governor on March 4, 2020, and finds the State of Emergency continues to directly impact the ability of the Directors to meet safely in person and/or that State or local officials continue to impose or recommend measures to promote social distancing.

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Marlo Hartsuyker		x	x			
Natalie Adams			x			
Sandra Taylor						x
Alana Miller	x		x			

D. Motion to adopt the agenda was moved by Marlo H.

Roll Call Vote:

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

Alana Miller			x			
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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 two (2) 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))

Public comments may be presented through our zoom link to the meeting:
<https://us02web.zoom.us/j/89423568120?pwd=ekp6QWl6Q2FXSkhLc2tKVkxka3B1Zz09>

(Same as zoom link above, For Phone access see agenda information above)

III. Closed Session

PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code section 54957(b)(1.): Superintendent

PUBLIC EMPLOYMENT (Gov. Code section 54957(b)): Superintendent/Executive Director

IV. 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 April 1st, 2022 through April 30th, 2022 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 April 1st, 2022 through April 30th, 2022 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 April 1st, 2022 through April 30th, 2022 Board Reports.*

4. Approve Minutes from 4/15/2022 & 5/3/2022 Board Meetings.

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Marlo Hartsuyker		x	x			
Natalie Adams			x			
Sandra Taylor						x
Alana Miller			x			

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 Date

C. The Board will review, discuss and consider approving the annual year-end Board Resolutions and Resolution Memo. Designed to provide authorization for Business Service Authority to make standard financial transactions on behalf of Peak Prep.

- a. Certification of Signatures for the Fiscal Year 2022-23
- b. Resolution 22-04; Authorization to Allow Appropriation/Budget Transfers; Fiscal Year 2022-23
- c. Resolution 22-03; Appropriation of the Ending Balance to a Reserve
- d. Resolution 22-02; Authorization for the Ventura County Office of Education to Make Budget Transfers

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Marlo Hartsuyker	x		x			
Natalie Adams			x			
Sandra Taylor						x
Alana Miller		x	x			

D. The Board shall review, discuss and adopt the Comparable Compensation Data for Charter School Executives. Prior to the Board taking action to set executive compensation, the Board must first exercise due diligence by reviewing & adopting the compensation practices of comparable nonprofits in open session of a regular Board meeting. Notes: Per travel expenses, the director may receive reimbursements of up to \$250 per night in hotel accommodations and up to \$1,200 round trip in airfare per trip, without additional board authorization.

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

Alana Miller			x			
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E. The Board will review, discuss and consider approving the Local Agency Executive Compensation. In accordance with SB 1436, the legislative body shall orally report a summary of a recommendation for a final action on the salaries, salary schedules, or compensation paid in form of fringe benefits of a local agency executive, as defined in subdivision (d) of Section 3511.1, during the open meeting in which the final action is to be taken.

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Marlo Hartsuyker	x		x			
Natalie Adams			x			
Sandra Taylor						x
Alana Miller		x	x			

F. The Board shall review, discuss and approve the Employment Agreement for Executive Director. Reviewed by legal, this new contract serves the Executive Director role.

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Marlo Hartsuyker	x		x			
Natalie Adams		x	x			
Sandra Taylor						x
Alana Miller			x			

H. The Board will review, discuss and consider approving the payout of over-contract days for the Superintendent. Gearing up for a new employment agreement that would place the Superintendent/Executive Director on contract days (no vacation days) and provide sick leave, the school will pay out up to 10 days worked above the 220 contracted work days for the school years ranging from 2019-20 through 2021-22 school years. These days were approved as vacation payouts during the previous board meeting, but the VCSBSA recommends paying these days out as over-contract days.

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Marlo Hartsuyker		x	x			
Natalie Adams			x			
Sandra Taylor						x
Alana Miller	x		x			

I. The Board will review and consider the renewal of Business Service Authority (BSA) for the 2022-2023 school year. Ventura County of Education’s BSA provides Peak’s back office services (i.e. budget, financial statements, payroll processing). The agreement is similar to 2021-2022 school year.

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Marlo Hartsuyker	x		x			
Natalie Adams		x	x			
Sandra Taylor						x
Alana Miller			x			

J. The Board will review, discuss and consider approving the APlus Membership Fees. APLUS+ is a statewide network association that is exclusively dedicated to advancing the Personalized Learning model, and to uniting and supporting schools and programs that are committed both to the Personalized Learning educational model for their students and to high standards of education excellence and accountability in their operations.

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Marlo Hartsuyker	x		x			
Natalie Adams		x	x			
Sandra Taylor						x
Alana Miller			x			

K. The Board will review, discuss and consider approving the Universal Pre Kindergarten Plan (UPK). Under the provisions of California *Education Code (EC)* Section 8281.5, grant funds are allocated to school districts, charter schools, and county offices of education (COEs) with kindergarten enrollment in specific years, according to a specified formula. In addition, funds are allocated to COEs to support countywide planning and capacity building around UPK. As a condition of receiving grant funds, state law requires each LEA to create a plan. Under state law, the plan must be developed for consideration by the LEA’s governing board or body at a public meeting on or before June 30, 2022.

V. Board Members Remarks and Announcements

Marlo – Finalize date for the Ventura County Governance Training. Ct 12 – Wednesday. Registration coming soon!

VI. ADJOURNMENT

MOTION FOR ADJOURNMENT Motion to Adjourn

Roll Call Vote:

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Marlo Hartsuyker		x	x			
Natalie Adams	x		x			
Sandra Taylor						x
Alana Miller			x			

Adjourned at _4:57pm____