



Peak Prep Pleasant Valley

Board Meeting Agenda—Special Board Meeting June 27th, 2022 9am

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/Zoom meeting.

Topic: June Board Meeting

Time: Jun 27, 2022 09:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

https://us02web.zoom.us/j/81660638634?pwd=YtDmu4n_nfUFn9ckwiQNBIDMg_q.vi.1

Meeting ID: 816 6063 8634

Passcode: PeakPrep

One tap mobile

+13017158592,,81660638634#,,,,*16643694# US (Washington DC)

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Dial by your location

+1 301 715 8592 US (Washington DC)

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+1 669 900 6833 US (San Jose)

Meeting ID: 816 6063 8634

Passcode: 16643694

Find your local number: <https://us02web.zoom.us/j/81660638634>

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: _____9:02am_____

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			
Natalie Adams		x	x			
Sandra Taylor						x
Alana Miller	x		x			

D. Motion to adopt the agenda was moved by _____

Roll Call Vote:

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Marlo Hartsuyker	x		x			
Natalie Adams			x			
Sandra Taylor			X (arrived after Action item B)			
Alana Miller		x	x			

II. PUBLIC COMMENT

The public may comment on any item that is on the agenda or any other item that is in the Board's jurisdiction. No presentation shall be more than 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/81660638634?pwd=YtDmu4n_nfUFn9ckwiQNBIDMg_q_vi.1

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

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 May 1st, 2022 through June 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 May 1st, 2022 through June 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 May 1st, 2022 through June 30th, 2022 Board Reports.

4. Approve Minutes from 4/11/2022 Public Hearing & 5/18/2022 Board Meetings.

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

Alana Miller		x	x			
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B. The Board will review and consider the approval of the LCAP Budget Overview for Parents, LCP Annual Updates, LCAP, and LCAP Expenditures. The Local Control and Accountability Plan (LCAP) is a three-year plan that describes the goals, actions, services, and expenditures to support positive student outcomes that address state and local priorities. The LCAP provides an opportunity for local educational agencies (LEAs) to share their stories of how, what, and why programs and services are selected to meet their local needs. Public Hearing was May 3rd, 2022.

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

C. The Board will review, discuss and consider approving Peak Prep Pleasant Valley’s 2022-23 Adopted Budget. This is the anticipated budget moving into the new 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			

D. The Board will review, discuss and consider approving the 2022-2023 Prop 30 Spending Plan. This plan is the anticipated use of the 2022-23 Prop 30 Education Protection Account Funds

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

E. The Board will review, discuss and consider approving Peak Prep Pleasant Valley’s 2022-23 Salary Schedule. This is the proposed salary schedule moving into the new fiscal and school year.

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

F. The Board shall review, discuss and consider approving the employee bonuses of minimum of 8% and up to 10%. Peak is proposing a staff bonus depending on the funds available, SB740, and upon closing the 2021-2022 fiscal year. Peak employees have worked diligently these past 3 years with no raises and we are moving from bi-monthly pay to monthly pay. This bonus would help fill in the gap between the transition of bi-monthly to monthly pay.

Threefold:

- 1) Going into Year 2, hold harmless, funded at a lower cost even though we staffed for more students. Going into year 3, cut 30%--we couldn't do Salary increases
- 2) SB740—requires us to spend 40% on salaries and benefits and the return of funds will require an increase of instructional & salary/benefit spending
- 3) Transitioning from bi-monthly to monthly so it would be an incredible way for us to celebrate their incredible work these past couple of years, but It will help their

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

G. The Board will review, discuss and consider approving the Summer and 2022-2023 Payroll Authorization Requests (PARs). Per budget, LCAP and certificated extra duties, these are the end of 2021-2022 school year PARS and anticipated PARs for the 2022-2023 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			

H. The Board will review, discuss, and consider the approval of the 2022-2023 annual updated policies/notices along with Family Handbook. Yearly, legal reviews and updates our policies for any additional legal requirements.

- a. Family Handbook
- b. Foster and Mobile Youth Policy
- c. Homeless Children and Youth Policy
- d. Educational Records and Student Information Policy
- e. Student Freedom of Speech and Expression Policy
- f. Suicide Prevention Policy
- g. Title IX Harassment Intimidation Discrimination And Bullying Policy
UCP Policy and Procedures

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, discuss and consider the approval of the 2022-2023 Employee Handbook. Reviewed by legal, this is an annual update of the employee handbook which includes new board policies.

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 Care Solace. As an ongoing commitment to the health, safety, and wellbeing of students, parents and staff, Peak has partnered with Care Solace. Care Solace makes it easier for students, parents and staff to connect with mental health resources and providers within the community.

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

K. The Board will review, discuss and consider approving the benefits/Self Insured Schools of California documents For the 2022-2023 school year, attached are the benefit election form, joint power of agreement, the proposal assumptions, and board resolution allowing Executive Director to execute the agreement.

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

L. The Board will review, discuss and consider the final BSA invoice related to the 2019-20 fiscal year. This invoice is for duties outside of the contractual 2020-2021 & 2021-2022 agreement and responsibilities with support.

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

M. The Board will review, discuss and consider approving SB740 Waiver to spend 80% of the 2021-2022 revenues for instructional/instructional support due to the uncertainty of future State revenues caused by the Covid-19 crises. Peak will need to file a SB740 waiver for the 80% requirement due to Peak Prep recognizing full LCFF funding in 2021-22 despite working with an operating budget based on 70% LCFF funding. The ACCS voted to restore Peak Prep's funding at its June 14, 2022 meeting. However, even though the school will recognize 100% LCFF funding for 2021-22, the school will not get the 30% in LCFF revenues that had been cut until P1 of 2022-23, which won't be certified until February. As such, there will be no way for Peak Prep to spend 80% of its revenues in 2021-22 due to the late decision by the CDE to restore full LCFF funding and the fact that the actual restoration of funds won't happen until February of 2023.

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

N. The Board will review, discuss and consider the 2022-2023 annual fee for Escape Financial & Payroll/Personnel Systems. This is a Ventura County Department of Education used technology system that assists in payroll, financials and personnel record.

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

Alana Miller		x	x			
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O. The Board will review, discuss and consider the Gravity Assist services. Gravity Assist is vendor that provides academic enrichment and tutoring services. Peak piloted them in the Spring and received positive feedback from teachers and students. They would be a resource for Peak to utilize for additional tutoring and intervention for students in person and virtually beyond the school day.

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

P. The Board will review, discuss and consider the PowerSchool Quote for Employee Records. This service is to support Peak streamline and further digitalize their Human Resources, professional development, and compliances checklist.

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

Q. The Board will review, discuss and consider approving adding Juneteenth as an approved paid holiday for classified employees and employees that work past the end of school year. This is a holiday that falls during summer and it is recommended we observe it as a public school.

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

R. The board will review, discuss and consider approving the STS agreement/quote. STS is a technology and I.T. Support. This quote is for our google management, new computers for students and staff, repairs, google licensing, and I.T support and web filtering. This local company has been supporting multiple charter schools in the Ventura County.

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

Alana Miller			x			
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V. Board Members Remarks and Announcements

Marlo—thank you all, this has been a wonderful group to work with. Strong leaders. Since it will be I will miss it and I will be around if anyone needs anything. I am resigning as of today’s board meeting.

Sandra—I am also resigning as of this board meeting. Thank you everyone!

Natalie—I am also resigning as of this board meeting. Its been a pleasure working with this group. Rudy—I have never worked with someone who knows budgets as well as you. And Thank you, Shalen for all your hard work.

Alana—It’s bitter sweet. Thank you for leading the way and hard work.

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 __10:34am__