



Peak Prep Pleasant Valley

Board Meeting Agenda—Regular Board Meeting

✦ Wednesday, May 3rd, 2023 ✦

4:00pm

**Meeting Location:**

30721 Russell Ranch Rd  
Suite 140  
Westlake Village, CA 91362

**Teleconference Locations:**

PVSD  
600 Temple Ave  
Camarillo, CA 93010  
&  
4141 Schuylkill Dr.  
Calabasas, CA 91302

**Remote Meeting Access:**

Join Zoom Meeting  
<https://us02web.zoom.us/j/81864532806?pwd=TnBJQ29rb0EwNEtDTTdnT1V5aDgxZD09>

**Meeting ID: 818 6453 2806**

**Passcode: PeakPrep**

One tap mobile  
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Dial by your location  
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**Passcode: 39037289**

Find your local number: <https://us02web.zoom.us/j/81864532806>

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 at [www.peak-prep.org](http://www.peak-prep.org) or 600 Temple Ave, Camarillo, CA 93010

#### 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](mailto: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](mailto:Shalen.Bishop@peak-prep.org).

**I. PRELIMINARY MATTERS**

**A. Call to Order:**

Meeting was called to order by Board Director at: 4:03 PM

**B. Roll Call**

Board Member	Present	Absent
Patty Lerner	X	
Bob Rust	X	
Carol Bjordahl	X	
Alana Miller	X	

**C. Motion to adopt the agenda was moved by Bob Rust**

Roll Call Vote:

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Patty Lerner			X			
Bob Rust	X		X			
Carol Bjordahl			X			
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 through written comments submitted before the meeting or live at the meeting. 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](mailto:Shalen.Bishop@peak-prep.org)) prior to the start of the meeting, or otherwise by lining up at the designated spot for public comment designated by the Board at the time public comment is opened. 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 also be presented live through our Zoom link to the meeting:

<https://us02web.zoom.us/j/81864532806?pwd=TnBJQ29rb0EwNEtDTTdnT1V5aDgxdz09>

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

Members of the public wishing to comment via Zoom shall use the “raise hand” function, and will be called on to present.

**III. Public Hearing—Local Control and Accountability Plan (LCAP)** *ended Public Hearing @ 4:18 PM.*

**A. The board will conduct a public hearing to allow members of the public to make comments on the Local Control and Accountability Plan (LCAP) and local indicators.**

The 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 (CDE, 2021).

**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 March 1<sup>st</sup> 2023 through April 30<sup>th</sup>, 2023 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 March 1<sup>st</sup> 2023 through April 30<sup>th</sup>, 2023 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 March 1<sup>st</sup> 2023 through April 30<sup>th</sup> Board Reports.*

**4. Approve Minutes from 3/14/2023 Board Meetings.**

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Patty Lerner			X			
Bob Rust	X		X			
Carol Bjordahl		X	X			
Alana Miller			X			



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

- a. Highlights
- b. Programs/Academic Resources updates, if any.  
Upcoming Compliance Dates

**C) The Board will review, discuss and consider the approval of the renewal of CLA Auditors.** Peak Prep continues to use the auditors, CliftonLarsen Auditors, that also serve the school district. Annually, Peak must renew it's agreement with CLA. CLA will conduct the audit and Form 990.

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Patty Lerner			X			
Bob Rust	X		X			
Carol Bjordahl			X			
Alana Miller		X	X			

**D) The Board will review, discuss and consider approving the Executive Director over contract days payout.** Similar to vacation days, the board will consider paying out any over contract days (unused vacation days) within the Executive Director's agreement up to 10 days.

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Patty Lerner			X			
Bob Rust		X	X			
Carol Bjordahl	X		X			
Alana Miller			X			

**E) The Board will review, discuss and consider approving the Flex Spending move to the same provider as our health insurance.** This resolution and service agreement doesn't cost the school additional funding rather it streamlines our benefits to one provider.

*Effective 05/03/2023*

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Patty Lerner			X			
Bob Rust	X		X			
Carol Bjordahl			X			
Alana Miller		X	X			

**F) The Board will review, discuss and consider approving the Classified Holiday Schedule for the 2023-2024 school year.** This holiday calendar is for our 11 & 12 month classified employee

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Patty Lerner			X			
Bob Rust			X			
Carol Bjordahl		X	X			
Alana Miller	X		X			

**G) 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
Patty Lerner			X			
Bob Rust			X			
Carol Bjordahl	X		X			
Alana Miller		X	X			

**H) The Board will review, discuss and consider approving the Graduation Policy to update for AB 181.** Peak Prep Pleasant Valley Charter School desires to prepare all students to successfully complete the high school course of study, and obtain a high school diploma, that represents their educational achievement and increases their opportunities for post-secondary education and employment. Peak Prep students shall complete graduation course requirements adopted by Peak Prep, except for students who are exempted, as provided in the “Exemptions from Adopted Graduation Requirements” section. Students who are exempted from the adopted graduation requirements shall be eligible to participate in any graduation ceremony and Charter School activity related to graduation in which other graduating students are eligible to participate.

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Patty Lerner			X			
Bob Rust	X		X			
Carol Bjordahl			X			
Alana Miller		X	X			



**I) The Board shall review, discuss and consider adoption of an Independent Study Policy in accordance with the requirements of Education Code Section 51747.** Our Independent Study Policy has been updated to align with the new trailer bill/independent study requirements that have been passed. The policy must be board approved prior to claiming ADA.

*In accordance with Section 11701 of Title 5 of the California Code of Regulations, setting policy pursuant to Education Code section 51747, the Board shall consider, in a public hearing, the scope of its existing or prospective use of independent study as an instructional strategy, its purposes in authorizing independent study, and factors bearing specifically on the maximum realistic lengths of assignments and acceptable number of missed assignments for specific populations of pupils or adult education students. This policy shall reflect an awareness that excessive leniency in its terms can result in pupils falling so far behind their age peers as to increase, rather than decrease, the risk of their dropping out of school.*

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Patty Lerner			X			
Bob Rust	X		X			
Carol Bjordahl			X			
Alana Miller		X	X			

**J) The Board will discuss Peak Prep's Funding Determination.**

Executive Director will provide an update on the funding determination that has been submitted to the California Department of Education and the next steps.

*Alana stated that she is confident that Shalen & Rudy have a well-prepared plan for 85% funding or 100% - whichever determination is made.*

**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
Patty Lerner			X			
Bob Rust	X		X			
Carol Bjordahl		X	X			
Alana Miller			X			

Adjourned at 4:59 PM