



Peak Prep Pleasant Valley

Board Meeting Agenda—Annual Board Meeting  
August 2nd, 2023  
3:30pm

**Meeting Location:**

PVSD  
600 Temple Ave  
Camarillo, CA 93010  
Rm 24

**Remote Meeting Access:**

Join Zoom Meeting

<https://us02web.zoom.us/j/89066585951?pwd=eW05S05ha1BnbW9wL2RJMERrb1AwUT09>

***Meeting ID: 890 6658 5951***

***Passcode: PeakPrep***

One tap mobile

+13052241968,,89066585951#,,,,\*46849065# US

+13092053325,,89066585951#,,,,\*46849065# US

---

Dial by your location

• +1 305 224 1968 US

- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)
  - +1 646 931 3860 US
- +1 929 205 6099 US (New York)
- +1 301 715 8592 US (Washington DC)
  - +1 689 278 1000 US
  - +1 719 359 4580 US
  - +1 253 205 0468 US
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
  - +1 360 209 5623 US
  - +1 386 347 5053 US
  - +1 507 473 4847 US
  - +1 564 217 2000 US
  - +1 669 444 9171 US
- +1 669 900 6833 US (San Jose)

**Meeting ID: 890 6658 5951**  
**Passcode: 46849065**

Find your local number: <https://us02web.zoom.us/j/89066585951>

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

**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.

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: \_\_\_\_\_3:34pm\_\_\_\_\_

***B. Roll Call***

Board Member	Present	Absent
Patty Lerner	x	
Bob Rust	x	

Carol Bjordahl	x	
----------------	---	--

*C.. Motion to adopt the agenda was moved by Bob, \_\_\_\_\_*

Roll Call Vote:

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Patty Lerner			x			
Bob Rust	x		x			
Carol Bjordahl		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/89066585951?pwd=eW05S05ha1BnbW9wL2RlMERrb1AwUT09>

(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. Information, Discussion and Action items**

**A) Discussion on Appointment of Board Officers.** The Board will discuss the officer roles provided for under the Bylaws and potential appointments thereunder.

**B) Action – Election of the President.** The Board will nominate and elect a President of the Board. Nominate by Carol Shalen Bishop, Second Bob.

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
--------------	----------------	--------	-----	----	---------	--------

Patty Lerner			x			
Bob Rust			x			
Carol Bjordahl			x			

**C) Action - Election of the Secretary.** The Board will nominate and elect a Secretary of the Board in September

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

**D) Action - Election of the Chief Financial Officer.** The Board will nominate and elect a Chief Financial Officer. Nomination by Patty for Bob Rust, Carol second.

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

**E) Action Election of the Board Chair.** The Board will nominate and elect a Board Chair. Carol nominates Patty, Bob seconds (may revisit in Dec)

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

**F) 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 June 1st, 2023 through July 31st, 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 June 1st, 2023 through July 31st, 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 June 1<sup>st</sup> 2023 through July 31<sup>st</sup>, 2023 Board Reports.*

**4. Approve Minutes from 6/7/2023 & 7/18/2023 Board Meetings.**

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

**G) 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

**H) The Board will review, discuss, and consider the approval of the 2023-2024 annual updated policies/notices along with Family Handbook.** Yearly, legal reviews and updates our policies for any additional legal requirements.

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

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

**I) The Board will review and consider the approval of the CARS Spring 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
Patty Lerner			x			
Bob Rust		x	x			
Carol Bjordahl	x		x			

**J) The Board will Review, discuss and consider approving the Board Calendar.**

These are the recommended regular scheduled board meetings for the 23-24 school year.

Change Annual Meeting to 4pm.

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

**K) The Board will Review, discuss and consider approving the updated Budget.** This budget is the same as last approved board budget; however, it now reflects the returned funds from the State Board and updated COLA. Discussion and updates Item—No Action Item.

**IV. Closed Session**

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

**Enter: 4:45pm**

**Return: 5:21pm**

**Nothing to report out.**

**V. Board Members Remarks and Announcements**

**V. 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			

Adjourned at 5:22pm