



Peak Prep Pleasant Valley

Board Meeting Agenda—Regular Board Meeting  
Dec 6th, 2023  
4:00 pm

**Meeting Location:**

PVSD  
600 Temple Ave  
Camarillo, CA 93010  
Rm 24

**Remote Meeting Access:**

Join Zoom Meeting

<https://peak-prep-org.zoom.us/j/86596657015?pwd=WWo2ME1MNmJPVWpDWHBjRGxYNXpBdz09>

Meeting ID: 865 9665 7015

Passcode: PeakPrep

One tap mobile

+19292056099,,86596657015#,,,,\*46115702# US (New York)

+13017158592,,86596657015#,,,,\*46115702# US (Washington DC)

Dial by your location

- +1 929 205 6099 US (New York)
- +1 301 715 8592 US (Washington DC)
- +1 305 224 1968 US
- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)
- +1 646 931 3860 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)
- +1 689 278 1000 US
- +1 719 359 4580 US

Meeting ID: 865 9665 7015

Passcode: 46115702

Find your local number: <https://peak-prep-org.zoom.us/j/kfmPt51uf>

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 an open session will be made available for the 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).

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**I. PRELIMINARY MATTERS**

***A. Call to Order:***

Meeting was called to order by Board Director at: \_\_\_\_\_

***B. Roll Call***

Board Member	Present	Absent
Patty Lerner		
Bob Rust		
Carol Bjordahl		

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

Roll Call Vote:

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

## **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://peak-prep-org.zoom.us/j/86596657015?pwd=WWo2ME1MNmJPVWpDWHBjRGxYNXpBdz09>

(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) 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 Nov 1st, 2023 through Nov 30th, 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 Nov 1st, 2023 through Nov 30th, 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 Nov 1st, 2023 through Nov 30th, Board Reports.*

**4. Approve Minutes from 11/1/2023 Board Meetings.**

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

**B) Executive Director 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 shall review, discuss, and consider approving the LEA Special Education Mental Health Services MOU with Ventura County SELPA.** The MOU is designed that upon LEA’s request, Ventura County SELPA agrees to provide to LEA educationally related mental health services which may include, but are not limited to, assessments, individual therapy, group therapy, collateral services, case management, any other mental health services as defined in California Education Code section 56363; Code of Federal Regulations, title 34, section 300.34; or a student’s individualized education program. This MOU is not intended to make COUNTY a "public agency" within the meaning of the IDEA or related case law, nor is it intended to make COUNTY subject to the due process mandates of the IDEA

**D) The Board shall review, discuss, and approve the new 1st Interim Budget Report.** Each charter school shall annually prepare and submit interim reports to its chartering authority and the county superintendent of schools. The first interim financial report shall reflect changes to the budget through Oct 31st.

**E) The Board shall review, discuss, and approve the updated Credit Card Policy**

This is to update our credit card policy and usage.

**F) The Board shall review, discuss, and approve the updated Nearpod Invoice**

There are additional services added to the Nearpod services beyond what was initially needed which include resources for our English Language Learners.

**G) The Board shall review, discuss, and approve the updated Certificate of**

**Signatures.** This updated signature is intended to add the signature of our Fiscal Operation Manager. This will allow the position to sign specific invoices, requests, etc.

***IV. 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						
Bob Rust						
Carol Bjordahl						

Adjourned at \_\_\_\_