



Peak Prep Pleasant Valley

Board Meeting Agenda—Regular Board Meeting
Jan 31st, 2024
10:00 am

Meeting Location:

PVSD
600 Temple Ave
Camarillo, CA 93010
Rm 24

Remote Meeting Access:

Join Zoom Meeting

Topic: Jan '24 Board Meeting

Time: Jan 31, 2024 10:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://peak-prep-org.zoom.us/j/87012529096?pwd=c0FydUJVMlE1yejlDd0JpS0dicEtZdz09>

Meeting ID: 870 1252 9096

Passcode: PeakPrep

One tap mobile

+13092053325,,87012529096#,,,,*07624117# US

+13126266799,,87012529096#,,,,*07624117# US (Chicago)

Dial by your location

• +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)
- +1 305 224 1968 US
- +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
- +1 253 205 0468 US
- +1 253 215 8782 US (Tacoma)

Meeting ID: 870 1252 9096

Passcode: 07624117

Find your local number: <https://peak-prep-org.zoom.us/j/keCakR9o9k>

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 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.

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I. PRELIMINARY MATTERS

A. Call to Order:

Meeting was called to order by Board Director at: ____10:07_____

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* __ _ _____

Roll Call Vote:

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Patty Lerner		x	x			
Bob Rust	x		x			
Carol Bjordahl						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) 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/87012529096?pwd=c0FydUJVMlE1yejlDd0lpS0dicEtZdz09>

(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 Dec 1st, 2023 through Dec 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 Dec 1st through Dec 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 Dec 1st, 2023 through Dec 31st, Board Reports.

4. Approve Minutes from 12/6/2023 Board Meetings.

Board Member	Motion to Move	Second	Yes	No	Abstain	Absent
Patty Lerner		x	x			
Bob Rust	x		x			
Carol Bjordahl						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.
- c. Upcoming Compliance Dates

Carol arrived 10:24am

C) The Board shall review, discuss, and consider approving the inter-District Service Agreement with Ventura County Office of Education (VCOE).

The agreement between Peak Prep and VCOE is designed to allow VCOE to provide special ed services, as needed, such as Deaf/Hard of Hearing services.

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

D) The Board shall review, discuss, and approve the new Business & Financing Technician position & job description. This classified position is designed to support accounts payable with billing, invoicing, 3rd parties agreements, monitoring & tracking supplies, especially within the homeschool program. This would move the accounts payable clerk to this role along with hiring someone to support additional accounts payable and business tasks.

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

E) The Board shall review, discuss, and approve the updated Salary Schedule. This is an updated salary schedule to include the Business & Finance Technician position.

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

F) The Board shall review, discuss, and approve the Winter Con Application Per the California Department of Education, the consolidated application is a data collection system to applying for categorical program funding and to report on the use of those funds

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

G) The Board shall review, discuss and approve the School Accountability Report Card. By February 1 of each year, every school in California is required by state law to publish a School Accountability Report Card (SARC). The SARC contains information about the condition and performance of each California public school. This is preliminary data with all released information.

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

H) The Board shall review the Local Control & Accountability Plan (LCAP) Mid-Year Review. The mid-year update serves as a checkpoint within the annual cycle. It allows LEAs to monitor and analyze the implementation of strategies and interventions in real-time, making timely adjustments, if needed. The report shall include both 1) all available midyear outcome data related to the metrics and, 2) all available expenditures and implementation data on all action identified in the current year’s LCAP. There is no required template for the mid-year update and the governing board is not required to adopt the mid-year update.

--Not an action item

I) The Board shall review, discuss, and approve the annual School Safety Plan
Per state compliance, The Board annually reviews and approves the comprehensive school safety plan before March 1st

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

J) The Board shall review, discuss, and approve the 2022-2023 school audit. Completed by the district-approved auditor the completed 2022-2023 school year audit is a yearly requirement for examining fiscal and state compliances regarding Peak’s independent study and non-classroom state requirements. There were no findings.

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

IV. Closed Session

PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code section 54957(b)(1).): Executive Director
Return: 11:17am

No Action was taken.

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			

Adjourned at 11:18am