



Peak Prep Pleasant Valley
Board Meeting Agenda—Regular Board Meeting
Thursday, June 5th 2025
4:00pm

Meeting Location:

PVSD
600 Temple Ave
Camarillo, CA 93010
Peak Learning Center-Rm 24

Remote Meeting Access via Zoom:

Topic: June Board Meeting

Time: Jun 5, 2025 04:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

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org.zoom.us/j/84758180051?pwd=3Tas1qB9sqiN87FQt3xLAZyu1Jshx2.1](https://peak-prep-org.zoom.us/j/84758180051?pwd=3Tas1qB9sqiN87FQt3xLAZyu1Jshx2.1)*

Meeting ID: 847 5818 0051

Passcode: 827268

One tap mobile

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- +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)
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Find your local number: <https://peak-prep-org.zoom.us/j/84758180051>

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 Executive Director'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.

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I. PRELIMINARY MATTERS

A. Call to Order:

Meeting was called to order by Board Director at: ____ 4:04pm ____

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 Meeting link to the meeting:

<https://peak-prep-org.zoom.us/j/84758180051?pwd=3Tas1qB9sqiN87FQt3xLAZyu1Jshx2.1>

(Same Zoom Meeting 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 Director of Finance recommends that the Board of Directors approve the revenue and expenditures as listed on April 1st, 2025 through April 30th, 2025, Financial Statements.*

2. Approval of Board Report of Commercial Checks

The Director of Finance recommends that the Board of Directors approve the commercial payments as listed on April 1st,

2025 through April 30th, 2025 Board Report of Checks.

3. Approval of Board Report of Purchase Orders

The Director of Finance recommends that the Board of Directors approve the purchase orders as listed April 1st, 2025 through April 30th, 2025 Board Reports.

4. Approve Minutes from 5/1/2025 Board Meeting

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
- d. Director Operation and Sped Reports
 - i. Presented to Board the desire of Purple Star Calendar
 1. Data and need presented to board of why there is a need for the Military Calendar
 2. Mrs. Ciolino will lead the Academy
 - ii. Currently seeking Purple Certification
 1. Board has stated they are in support and excited for this movement. They find this to be big opportunity to bring it worldwide to bring support for
 2. There Is consensus that the Board is in support.

C) The Board will review, discuss, and consider approving the 2025-2026 Prop 30 Spending Plan. This plan is the anticipated use of the 2025-26 Prop 30 Education Protection Account Funds

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

D) 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	x			
Bob Rust	x		x			
Carol Bjordahl						x

E) The Board will review, discuss, and consider the approval of the *Form 990*. Form 990 is a yearly non-profit tax form that is submitted by our auditors on behalf of Peak Prep. Tax-exempt organizations, nonexempt charitable trusts, and section 527 political organizations file Form 990 to provide the IRS with the information required by section 6033

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

F) The Board will review, discuss, and consider the approval of the 2025-2026 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
Patty Lerner		x	x			
Bob Rust	x		x			
Carol Bjordahl						x

G) The Board will review and consider the approval of the Board Resolution of the current TK Teacher placement. The Board and Executive Director determine that the following teachers possess professional experience in a classroom setting with preschool-age children meeting the criteria established by the Board that is comparable to the 24 units of education described in Education Code Section 48000(g)(4)(A). Employee Numbers(s): 57, 63, 201, 214, 221, 222.

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

H) The Board will review, discuss, and consider approving the Director of Operations over contract days payout. The board will consider paying out any over-contract days (unused vacation days) within the Director of Operations Time Sheet. Up to 10 days.

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

I) The board will review, discuss, and consider approving the updated Arizona State University (ASU) agreement. This agreement is designed to allow our students to do dual enrollment between ASU and Peak Prep.

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

J) The Board will review and consider the approval of the Prop 28 Music & Arts Grant Line Item in Adopted Budget including Form A. This is a revision of Prop 28 Music & Arts Grant line item. In addition, there was a slight change to the Form A; however, it doesn't impact the bottom line.

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

K) The Board will review, discuss, and consider approving the annual year-end Board Resolutions and Resolution Memo. Designed to provide authorization for Business Service Authority to make standard financial transactions on behalf of Peak Prep.

- a. Certification of Signatures for the Fiscal Year 2025-26
- b. Resolution 25-04; Authorization to Allow Appropriation/Budget Transfers; Fiscal Year 2025-26
- c. Resolution 25-03; Appropriation of the Ending Balance to a Reserve Resolution 25-02;
- d. Authorization for the Ventura County Office of Education to

Make Budget Transfer

IV. Closed Session

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

Return 5:09pm

Action Item:

The Board will review and consider the approval of the Executive's Director's Compensation correction. This is to make a correction of the placement of the Step/column—Effective July 1st, 2024.

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

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	x			
Bob Rust	x		x			
Carol Bjordahl						x

Adjourned at _5:20pm