

**Journey School  
A California Public Charter School**

**Tuesday, June 25, 2024**

**REGULAR (and ANNUAL) MEETING AGENDA**

**6:00 p.m.**

*Journey School  
27102 Foxborough  
Aliso Viejo, CA 92656*

*(949) 448-7232*

*[www.journeyschool.net](http://www.journeyschool.net)*

**BOARD MEMBERS:**

*Amy Capelle, Council President  
Melissa Dahlin, Council Vice President  
Margaret Moodian, Council Secretary  
Jeannie Lee, Board Member  
Michael Allbee, Board Treasurer*

**ADVISORY POSITIONS:**

*Cassie Kauwling, Parent Cabinet Advisor  
Faculty Advisor, TBD*

**INSTRUCTIONS FOR PRESENTATIONS TO THE COUNCIL BY PARENTS AND CITIZENS**

*Journey School welcomes your participation at the school's Council meetings. The purpose of a public meeting of the Council is to conduct the affairs of Journey School in public. We are pleased that you are in attendance. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:*

- 1. Agendas are available to audience members during the meeting and on the school website.*
- 2. "Request to Speak" cards are available for all audience members who wish to speak prior to an agenda item or under the general category of "Public Comment." "Public Comment" time is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Council can only listen to your issue, not discuss your issue, respond in substance or take action. These presentations are limited to five (5) minutes (ten (10) minutes if a translator is needed) and total time allotted to non-agenda items will not exceed thirty (30) minutes. The Council may give direction to staff to respond to your concern.*
- 3. With regard to items that are on the agenda, you may specify that agenda item on your "Request to Speak" card and submit the card prior to an agenda item. The public comment period precedes presentations on that agenda item by staff and/or school committees, Council*

- discussion, and deliberation. You will be given an opportunity to speak for up to five (5) minutes (ten (10) minutes if a translator is needed).
4. When addressing the Council, speakers are requested to state their name and adhere to the time limits set forth.
  5. Audience members attending a meeting virtually are required to follow the guidelines specified in points 1 through 4 with the following exception noted: In lieu of a “Request to Speak” card, an audience member may utilize the chat function to indicate their name and a request to speak under the general category of “Public Comment” or at a specific agenda item. All other comments, questions, and dialogue entered into the chat will not be entered into public record and will not be responded to/addressed.

**Notices:** Journey does not discriminate on the basis of disability in the admission or access to, or treatment in employment in its programs or activities. Please notify the office at (949) 448-7232 twenty-four (24) hours prior to the date of the meeting for disability accommodations necessary in order to participate. Per California Government Code section 54957.5(b), Journey shall make materials that are part of the regular agenda packet available in the office and/or on the school’s website [www.journeyschool.net](http://www.journeyschool.net), without delay and at the same time, they are distributed to the Council.

	<b>AGENDA ITEM</b>	<b>SPONSOR</b>	<b>EST. TIME</b>
1	<b>Call to Order and Roll Call</b>	Amy Capelle	6:00
2	<b>Inspirational Passage</b>	Michael Allbee	6:02
3	<b>Approval of Agenda*</b>  <b>NOTE: The order of the agenda may be changed without prior notice to the public.</b>	Amy Capelle	6:05
4	<b>BOARD DEVELOPMENT and OVERSIGHT (Discussion/Action):</b>  A. <b>Board Strategic Planning:</b> Summer reading and discussion of next planning steps/retreat  B. <b>Board Meeting Schedule*:</b> Review and approval of schedule of regular meetings for the 24-25 school year  C. <b>Board Terms and Officers*:</b> Succession planning discussion and approval of renewal of board terms and election of board Officers for 24-25 school year	Amy Capelle	6:10
5	<b>PUBLIC COMMENT: Members of the public may contribute public comment.</b> Reminder: See policy above for time guidelines.	Amy Capelle	6:30
6	<b>CONSENT AGENDA ITEMS: Items on Consent Agenda may be approved with one motion and vote for all but without discussion. If an item is to be discussed, it is removed from the Consent Agenda and moved to an Action Item immediately following the Consent Items.</b>	Gavin Keller	6:40

	<p><b>A. Approval of Minutes*:</b> Minutes from regular meeting May 23, 2024</p> <p><b>B. Education Protection Account*:</b> Approval of report on EPA spending for the 2023-24 school year</p> <p><b>C. Contract with OCDE for retirement reporting/contributions*:</b> Annual approval for CalSTRS/PERS employees.</p> <p><b>D. Consolidated Application*:</b> Annual approval of the spring Consolidated Application (ConApp), used by the California Department of Education (CDE) to distribute categorical funds from various state and federal programs to direct-funded charter schools throughout California.</p>		
7	<p><b>INFORMATION ITEMS: Reports</b></p> <p>A. <b>Financial Update*:</b> Report on May financials and state budget update</p> <p>B. <b>Faculty Update:</b> Update on Faculty activities</p> <p>C. <b>Parent Cabinet Update:</b> Update on Parent Cabinet activities</p> <p>D. <b>Administrative Update:</b> Report from School Director, including update on facilities projects, employee benefits, audit progress, summer programming, professional development and other updates</p>	<p>Larry Tamayo</p> <p>TBD</p> <p>Cassie Kawling</p> <p>Gavin Keller</p>	6:50
8	<p><b>SCHOOL OPERATIONS: Discussion/Action</b></p> <p>A. <b>School Handbook*:</b> Review and approval of 24-25 School Handbook, inclusive of adjustments to related policies.</p> <p>B. <b>Workplace Violence and Prevention Policy*:</b> Review and approval of workplace violence prevention plan, or WVPP. This is a new plan required for California employers to comply with Senate Bill 533</p> <p>C. <b>CUSD Food and Nutrition Services*:</b> Review and approval of processes and related costs for the 24-25 school year for provision of food and nutrition services at Journey School.</p> <p>D. <b>Memorandum of Understanding by and between Capistrano Unified School District and Journey School*:</b> Review and approval of MOU regarding retention of special education student records.</p>	Gavin Keller	7:30

	<p><b>E. Declaration of Need*:</b> Approval of form to allow hiring of teachers under certain types of credentials for the 2024-25 school year.</p> <p><b>F. Prop 28 Arts and Music School Funding*:</b> Review and approval of the annual report.</p> <p><b>G. Local Indicator Report*:</b> Review and approval of school performance and progress on CDE Local Indicators.</p> <p><b>H. Substitute Teacher Contracts*:</b> Review and approval of contracts with outside agencies for the provision of substitute teachers for the 24-25 school year.</p> <p><b>I. Staffing Plan 2024-25*:</b> Review updates to staffing plan</p> <p><b>J. Local Control and Accountability Plan*:</b> Review and approval of 2024-25 LCAP and Annual Update</p> <p><b>K. Preliminary Budget 2024-25*:</b> Approval of preliminary budget for 2024-25 fiscal year</p>		
9	<p><b>CLOSED SESSION:</b> The meeting will now convene to closed session to discuss the matters described below:</p> <p style="padding-left: 40px;">1. <b>Pursuant to Government Code §54957: Public Employee Performance Evaluation, Title: School Executive Director</b></p> <p><b>RECONVENE TO OPEN SESSION:</b> The meeting was reconvened to open session at: ___ p.m.</p> <p><b>PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION</b> (includes the vote or abstention of every member present)</p>	Amy Capelle	8:45
10	<b>Adjournment</b>	Amy Capelle	9:15

*Agenda publicly posted at Journey School on June 21, 2024.  
And on the school website at [www.journeyschool.net](http://www.journeyschool.net)*

*\*Items that are expected to have back up materials provided prior to or at the meeting are indicate with an asterisk. Other items may also have back up materials provided.*