

*Journey School  
A California Public Charter School*

*Thursday, February 26, 2026*

***REGULAR MEETING MINUTES  
Approved March 26, 2026***

***6:00 p.m.***

*At Journey School, 27102 Foxborough, Aliso Viejo, CA 92656  
(949) 448-7232  
[www.journeyschool.net](http://www.journeyschool.net)*

This meeting will be live streamed via Zoom. Join Zoom Meeting:  
<https://us06web.zoom.us/j/86025029240?pwd=3Ww1qZ3nZAbuPqWnIC6wnsvu9uqK8j.1>

Meeting ID: 860 2502 9240 Passcode: 92629  
One tap mobile +16694449171,,86025029240#,,,,\*92629# US

***BOARD MEMBERS:***

Michael Allbee, Council President - PRESENT  
Margaret Moodian, Council Vice President - PRESENT  
Jeannie Lee, Council Secretary - PRESENT  
Cassie Kauwling, Board Treasurer - PRESENT  
Lisa Murray, Board Member - PRESENT

***ADVISORY POSITIONS:***

Renal Moodley, Parent Cabinet Advisor - PRESENT  
Faculty Advisor, Adam Kilcollins - PRESENT

Also present:

Gavin Keller, Executive Director  
Shelley Kelley, Education Director  
Gaylen Corbett, Clerk of the Board  
Larry Tamayo, ExED (7:35- 8:00 p.m.)

***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*

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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>
1	<b>Call to Order and Roll Call</b>	Mike Allbee
2	<b>Inspirational Passage</b>	Mike Allbee
3	<p><b>Approval of Agenda*</b></p> <p>Corrections to the agenda: Item 8D: Remove "food services and becoming a school food authority (SFA)". Also, Cassie Kauwling should be listed as Board Treasurer.</p> <p>Margaret made a motion to approve the agenda as amended. Jeannie seconded the motion and it was unanimously approved.</p> <p>NOTE: The order of the agenda may be changed without prior notice to the public.</p>	Mike Allbee
4	<p><b>PUBLIC COMMENT: Members of the public may contribute public comment. Reminder: See policy above for guidelines.</b></p> <p>Public comment was submitted by Amanda Sturges via email and read aloud by Gaylen Corbett prior to Agenda Item 7E. The comment was emailed to all board members by the clerk. Amanda's comment on the topic of revisions to the Council Composition Policy. She</p>	

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	<p><i>commented against a new provision describing the school administrators as the Council's "chief executive."</i></p> <p><i>Public comment was submitted by Alicia Cordova who emailed the comment to all board members. It was read aloud prior to agenda Item 7E by Mike Allbee, but exceeded the five minute limit set forth in the public comment instructions. The comment was written in favor of sharing board meeting materials earlier, and against the alleged elimination of advisory roles for the Parent Cabinet and Faculty. She also wrote against the restructuring of the Parent Advisory Committee.</i></p>	
5	<p><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></p> <p><b>A. Approval of Minutes*:</b> Minutes from regular meeting January 22, 2026.</p> <p><b>B. 990 - Tax Exempt Returns and Filings*:</b> Approval of draft of the federal and state tax returns for Journey School for the year ended 6/30/25</p> <p><b>C. Second Interim Financial Report*:</b> Approval of second interim report, with fiscal information through January 2026, due by March 15.</p> <p><b>D. Union Negotiations*:</b> Presentation of articles in the Collective Bargaining Agreement that Journey School intends to negotiate with Journey Teacher Association.</p> <p><i>Jeannie made a motion to approve all items on the consent agenda. Mike seconded the motion and the consent agenda was unanimously approved.</i></p>	Mike Allbee
6	<p><b>SCHOOL OPERATIONS: Discussion/Action</b></p> <p><b>A. 2025-2026 Local Control and Accountability Plan*:</b> Gavin shared the midyear update and reviewed school progress towards goals, actions and expenditures. Gavin and board members discussed how data and input is collected for the LCAP, and if that information could be included within the report template.</p> <p><b>B. Comprehensive School Safety Plan*:</b> The board reviewed updates to the existing plan in response to recent updates to pertinent state requirements. Mike suggested changing references to "Director" to "Executive Director" throughout the document for consistency. Margaret made a motion to approve the updated Safety Plan as amended. Jeannie seconded the motion and it was unanimously approved.</p> <p><b>C. 2026-2027 School Calendar*:</b> Board members reviewed a draft of the next year's school calendar. The draft was also shared with JTA leadership and Parent Cabinet leadership for input prior to the meeting. Cassie made a motion to approve the 2026-27 School Calendar. Margaret seconded the motion and it was unanimously</p>	Gavin Keller

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	<p><i>approved.</i></p> <p><b>D. School Wellness Policy*:</b> Board members reviewed updates to Journey’s School Wellness Policy as required as a School Food Authority. Gavin noted that section 9 of the draft will be removed. The effective date will be updated and the spelling of "effective" will be corrected. Cassie made a motion to approve the updated School Wellness Policy as amended. Margaret seconded the motion and it was unanimously approved.</p>	
7	<p><b>BOARD DEVELOPMENT and OVERSIGHT (Discussion/Action):</b></p> <p>A. <b>California Charter School Conference:</b> Mike shared feedback on his attendance at the CCSA Conference.</p> <p>B. <b>Strategic Planning:</b> Board members discussed the strategic plan. Lisa shared an update on work done by her and parent volunteer Amanda Sturges including putting the plan in a condensed format that could be published on our school website. Board members discussed needing to simplify the plan to make it more concise for publication. Gavin and Shelley will review the draft from Lisa and provide direction. There was discussion of what type of printed materials would be the most useful, as well as how best to share the shorter version of the plan with the parent community and faculty. It was discussed whether or not the "Seeds of Support" video should be shown at the upcoming Auction event.</p> <p><i>Shelley will write a summary of actions taken towards reaching year one goals of the Strategic Plan and share it at the next board meeting.</i></p> <p><i>Alumni Survey: Shelley will reach out to Melissa Dahlin for assistance.</i></p> <p>C. <b>School Director Evaluation Cycle*:</b> Gavin reviewed his informal goals for 2025-26. He thanked board members, staff members, and parent volunteers for their help with annual giving. He reviewed work done to improve attendance. He noted that attendance recovery is not cost effective for such a small school. We have applied for a facilities grant of \$350-\$370k for three years. We also applied for a grant from the State of California for free counseling services. The summer Art of Teaching program is in development. Special Education reimbursement pools are being tapped into to help cover related costs. Goal 2, Human Resources: Gavin attended a useful workshop at the Department of Education last week. Admin staff have been cross training in their various duties. We met all Williams Reporting requirements.</p> <p><i>Board members, Shelley and Gavin discussed ways to share coffee talk subjects with a wider audience than those who attend the talks.</i></p> <p>D. <b>Conflict of Interest Form 700:</b> Gaylen reminded board members that April 1st is the deadline for filing annual Form 700s with the County of Orange.</p>	<p>Mike Allbee</p> <p>Mike Allbee</p> <p>Gavin Keller</p> <p>Gaylen Corbett</p>

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	<p>E. <b><i>Journey School Council Composition Policy and Bylaws*</i></b>: Public comments by Amanda Sturges and Alicia Cordova were read aloud prior to discussion on this item, as described in the Public Comment section of the minutes.</p> <p>Gavin shared that the school has been advised by its counsel to revise our policy to allow these representatives to speak at council meetings on their specific agenda items, and otherwise require them to abide by Journey School's public comment guidelines if they wish to speak on any other agenda items. Additionally, the board could ask the advisors questions at any point during the meeting and advisors may respond. Gavin clarified that with the proposed revisions, the Executive Director will not become part of the board or serve as an advisor. He will remain as an employee of the board with an obligation to fulfill the requirements set forth by the board.</p> <p>In regards to the proposed policy revision, it was requested that the word "executive" be made plural as follows: "The school Administrators will serve as a key part of the governance team, serving as the Council's chief <u>executives</u> to provide professional expertise and leadership while tasked with the responsibility to carry out School operations in accordance with Board policy, the charter and the law." Also add a semi colon.</p> <p>It was also discussed if Parent Cabinet membership or prior experience should be listed as a skill set that is sought after for council composition. Council agreed to table this part of the discussion to the next meeting.</p> <p>Margaret made a motion to approve the proposed revisions to the Journey School Council Composition Policy and Bylaws. Jeannie seconded the motion and the revisions were unanimously approved.</p>	<p><i>Gavin Keller</i></p>
<p>8</p>	<p><b><i>INFORMATION ITEMS: Reports</i></b></p> <p>A. <b><i>Financial Update*</i></b>: <i>Larry Tamayo shared a report on January financials as detailed in his report materials, including the California state budget update.</i></p> <p>B. <b><i>Faculty Update</i></b>: <i>Adam Kilcollins shared an update on Faculty activities including 7th grade studies of astronomy. Stacy Kinney joined via Zoom and shared reflections on the day of protest that 7th and 8th grade students participated in recently. She spoke about the many lessons that students and teachers learned that day and thanked the administrators for allowing the teachers to embrace the day as a teaching opportunity.</i></p> <p>C. <b><i>Parent Cabinet Update</i></b>: <i>Renal shared an update on Parent Cabinet activities including the Read-a-Thon, yearbooks, library days, book club, Ice Palace fundraiser, and more. PC has provided the school with funds from last year's Paddles Up fundraiser, as well as funding for kindergarten tables. She shared information about PC finances and teacher reimbursement options. PC meetings are available on Zoom, live or recorded.</i></p>	<p><i>Larry Tamayo</i></p> <p><i>Adam Kilcollins</i></p> <p><i>RenalMoodley</i></p>

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	<p>D. <b>Administrative Update:</b> Gavin shared a report on school events, enrollment lottery, report cards, parent teacher conferences, and attendance. There is a PAC meeting coming up in March. To clarify, the board did not dissolve the PAC. They made the PAC more accessible to all parents. It is open to any interested parent to attend. A coffee talk on finances will likely happen in April.</p> <p>Jeannie made a motion to move into closed session. Cassie seconded the motion and it was unanimously approved. The board entered closed session at 9:40 p.m.</p>	Gavin Keller
9	<p><b>Closed Session</b></p> <p>A. <b>Pursuant to Government Code §11126:</b> Potential Litigation. One case, against the school.</p> <p><b>RECONVENE TO OPEN SESSION:</b> The meeting was reconvened to open session at: 10:30 p.m.</p> <p><b>PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION</b> (includes the vote or abstention of every member present): No action was taken in closed session.</p>	
10	<p><b>Adjournment:</b> Margaret made a motion to adjourn the meeting. Cassie seconded the motion and it was unanimously approved. The meeting was adjourned at 10:31 p.m.</p>	Mike Allbee

*Agenda publicly posted at Journey School on February 23, 2026, 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 indicated with an asterisk. Other items may also have back up materials provided.*