

Journey School
A California Public Charter School

Thursday, March 26, 2026

REGULAR MEETING MINUTES

Approved April 23, 2026

6:00 p.m.

At Journey School, 27102 Foxborough, Aliso Viejo, CA 92656
(949) 448-7232 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

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.*

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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, without delay and at the same time, they are distributed to the Council.

	AGENDA ITEM	SPONSOR
1	<p>Call to Order and Roll Call - Mike Allbee called the meeting to order at 6:08 p.m.</p> <p><i>BOARD MEMBERS:</i> 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 - ABSENT</p> <p><i>ADVISORY POSITIONS:</i> Renal Moodley, Parent Cabinet Advisor - PRESENT Faculty Advisors: Stacy Kinney & Adam Kilcollins - Participating via Zoom</p> <p><i>Also in Attendance:</i> Gaylen Corbett, Clerk of the Board</p>	Mike Allbee
2	<p>Inspirational Passage - Gavin shared an inspirational passage by John Fentress Gardener of The Waldorf School of Garden City, New York.</p>	Gavin Keller
3	<p>Approval of Agenda* NOTE: Order of the agenda may be changed without prior notice to the public.</p> <p>Item 5B was removed from the agenda since there were no changes to the staffing plan.</p> <p>Jeannie made a motion to approve the agenda as amended. Cassie seconded the motion and it was unanimously approved.</p>	Mike Allbee
4	<p>PUBLIC COMMENT: There was no public comment.</p>	Mike Allbee
5	<p>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.</p> <p>A. Approval of Minutes*: Minutes from regular meeting Feb. 26, 2026</p> <p>B. Updates to 2025-26 Staffing Plan*: Ratification of changes to the Staffing Plan to meet current needs.</p>	Gavin Keller

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	<p>C. Audit Engagement with Clifton Larson Allen*: Approval of audit engagement for the 25-26 school year with our existing external auditor.</p> <p><i>Mike requested to pull 5C from the consent agenda. Margaret made a motion to approve consent agenda item 5A. Jeannie seconded the motion and the consent agenda item was unanimously approved.</i></p> <p><i>Regarding the audit engagement contract, Mike inquired about an item on page 4 and the firm's fees. Gavin provided clarification. Margaret made a motion to approve Item 5C Audit Engagement with Clifton Larson Allen. Jeannie seconded the motion and it was unanimously approved.</i></p>	
6.	<p>BOARD DEVELOPMENT and OVERSIGHT (Discussion/Action):</p> <p>A. Strategic Plan Update: Mike shared an update on Strategic Plan work. Gaylen will share the strategic plan video with board members. The next steps will be to share the video on our website, create a one page brochure, and a bookmark with a QR code, to be created by Gaylen.</p> <p>B. On-Boarding for Council Members: Board members discussed the on-boarding procedures for new board members. Mike and Cassie will work with Gaylen to create more defined on-boarding and off-boarding procedures.</p> <p>C. Annual Executive Director Evaluation: Gaylen will share a preview of the survey with board members so they can review the questions by the end of next week. Gavin noted that questions relating to his goals need to be updated to match his current year goals. Once the questions are finalized, Gaylen will send the survey out to board members, PEDCO, Parent Cabinet Executive Team, and administrative staff members. Participants should complete the survey by May 15th. Margaret and Mike will consolidate the data when the survey has been completed, for the June board meeting.</p> <p>D. Journey School Council Composition Policy: The council reviewed the list of skills sought after for council composition. It was agreed to amend the policy as follows:</p> <ul style="list-style-type: none"> - Under "Desired Council Composition" amend TEACHERS to read "JOURNEY SCHOOL TEACHERS" - After "...expertise in the following areas", add "PARENT CABINET EXPERIENCE" to the list. <p><i>Cassie made a motion to approve the JS Council Composition Policy as amended. Margaret seconded the motion and it was unanimously approved.</i></p>	Mike Allbee
7	<p>INFORMATION ITEMS: Reports</p> <p>A. Financial Update*: Gavin shared a report by Larry Tamayo on February financials. ADA was 1.9 less for P2 due to drop in enrollment and attendance as of Month 6. Also there were four less TK students. TK receives a \$5,545 add-on, so a decrease in TK enrollment has a greater impact on overall funding. Added in \$58K of Student Support & PD Grant to help</p>	Gavin Keller

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	<i>The board exited closed session at 8:30 p.m. Report out from closed session: The board did not take action in closed session.</i>	
10	Adjournment - <i>Margaret made a motion to adjourn the meeting. Cassie seconded the motion and it was unanimously approved. The meeting was adjourned at 8:30 p.m.</i>	Mike Allbee

Agenda publicly posted at Journey School on March 23, 2026, and on the school website at 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.*