

University Preparation School at CSU Channel Islands  
1099 Bedford Drive, Camarillo, CA 93010

**APPROVED Minutes** for the Meeting held on Friday December 11, 2020  
Virtual Via ZOOM

**I. Opening Procedures**

**A.** Call to Order: The regular meeting of the Board of Directors of the University Preparation School at CSU Channel Islands was called to order by Marlo Hartsuyker at 1:30p.m. This meeting was held by teleconference in accordance with the Executive Orders N-25-20 and N-29-20.

**B. Adoption of Agenda**

*Moved by Jeanne Adams Seconded by Lindsay Walker*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Carolyn Bernal	x			
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Brian Sevier	x			
Jesus Torres	x			
Lindsay Walker	x			

**C. Pledge of Allegiance**

**D. Roll Call Present Absent**

**Board Members**

Jeanne Adams	<u>  x  </u>	_____
Carolyn Bernal	<u>  x  </u>	_____
Regina Carver	<u>  x  </u>	_____
Talya Drescher	<u>  x  </u>	_____
Marlo Hartsuyker	<u>  x  </u>	_____
Brian Sevier	<u>  x  </u>	_____
Jesus Torres	<u>  x  </u>	_____
Lindsay Walker	<u>  x  </u>	_____

**Administration**

Charmon Evans	<u>  x  </u>	_____
Darlene Hale	<u>  x  </u>	_____
Veronica Solorzano	_____	<u>  x  </u>

**E. Public Comments**

Public comment was given. Parents expressed concerns over bias/prejudice that their children encountered and the administrator's response. A community member shared resources on anti-bias/anti bullying that his company provides. A parent expressed concern regarding the time of the meetings.

**No emails**

**No Public Comments**

**F. Directors Reports**

Charmon stated that we just rolled out a shift in elementary to allow teachers to have collaboration time. This had previously been done for the middle school. We did need to go back and look at the schedule. Wednesday will now be more collaborative. The computers and cases have finally arrived. The teachers would like to send home to students before winter break. We have used three 100% distance days because of the heavy winds, keeping students safe at home. The rainy day schedule will not be effected because we have enough dolphins to have students eat outside and stand/sit under cover. Becca and Erica Chambers have started the SERT process, meeting with several families on student engagement.

**G. Board Reports, Correspondence, and Communications**

None

**H. Advisory and Auxiliary Reports**

**1. School Site Council**

No December Meeting

**2. ELAC**

No December Meeting

**3. Parent, Teacher, Student Association**

General Meeting was held on Wednesday, December 9th

**II. Regular Session**

**A. Consent Agenda**

All items on the Consent Agenda are to be approved as one motion unless a Board member requests separate action on a specific item. Each item approved shall be deemed to have been read in full and adopted as recommended.

**1. Minutes of the November 20, 2020 Regular Board Meeting**

**Moved by Jesus Torres Seconded by Lindsay Walker**

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams				x
Carolyn Bernal	x			
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Brian Sevier	x			
Jesús Torres	x			
Lindsay Walker	x			

**B. Items for Action, Discussion and or Information**

**1. Topic/Agenda Item: Elections for the Board of Directors January 2021-December 2021, President, Vice President, Treasurer and Secretary**

**Personnel Involved:** Charmon Evans

**Fiscal Implications:**

**Impact on School Mission, Vision or Goals (If Any):**

**Options or Solutions (If applicable):**

**Director’s Recommendation:** It is recommended the Board of Directors elect a President, Vice President, Treasurer and Secretary from January 2021-December 2021. A short discussion followed. Jeanne Adams moved to approve the slate for President, Jesus Torres, Vice President, Lindsay Walker, Treasurer, Brian Sevier and Secretary Regina Carver

**Moved by Jeanne Adams Seconded by Carolyn Bernal**

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams	x			
Carolyn Bernal	x			
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Brian Sevier	x			
Jesús Torres	x			
Lindsay Walker	x			

**2. Topic/Agenda Item: Review and Approval of the Board of Director Calendar for 2021**

**Personnel Involved:** Charmon Evans

**Fiscal Implications:**

**Impact on School Mission, Vision or Goals (If Any):**

**Options or Solutions (If applicable):**

**Director’s Recommendation:** The Executive Director recommends approval of the Board of Director Calendar for 2021September Financials. A short discussion followed.

**Moved by Jeanne Adams Seconded by Marlo Hartsuyker**

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams	x			
Carolyn Bernal				x
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Brian Sevier	x			
Jesús Torres	x			
Lindsay Walker	x			

**3. Topic/Agenda Item: Review and Approval of October Financials for UPCS**

**Personnel Involved:** Lisa Boulos

**Fiscal Implications:**

**Impact on School Mission, Vision or Goals (If Any):**

**Options or Solutions (If applicable):**

**Director's Recommendation:** The Executive Director recommends approval of the October Financials. Lisa went over all documents. A short discussion followed.

**Moved by Jeanne Adams Seconded by Brian Sevier**

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams	x			
Carolyn Bernal				x
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Brian Sevier	x			
Jesús Torres	x			
Lindsay Walker	x			

**4. Topic/Agenda Item: Review and Approval of First Interim Budget/Adopted as updated 20-21 Budget**

**Personnel Involved:** Lisa Boulos/Charmon Evans

**Fiscal Implications:**

**Impact on School Mission, Vision or Goals:**

**Director's Recommendation:** The Executive Director recommends approval of the First Interim Budget/Adopted as updated 2021 Budget. Lisa explained that this is the same information as the October Financials. A short discussion followed.

**Moved by *Jesus Torres* Seconded by *Brian Sevier***

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams	x			
Carolyn Bernal				x
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Brian Sevier	x			
Jesús Torres	x			
Lindsay Walker	x			

5. **Topic/Agenda Item:** Review and Approval of the Budget Overview for Parents

**Personnel Involved:** Charmon Evans

**Fiscal Implications:**

**Impact on School Mission, Vision or Goals:**

**Options or Solutions (If applicable):**

**Director's Recommendation:** The Executive Director recommends approval of Budget Overview for Parents. This information would normally come out with the LCAP. The state wants to be transparent. A short discussion followed.

**Moved by *Jeanne Adams* Seconded by *Lindsay Walker***

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams	x			
Carolyn Bernal				x
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Brian Sevier	x			
Jesús Torres	x			
Lindsay Walker	x			

**IV. Board of Directors Announcements/Remarks**

None

**V. Future Agenda Items: Next Meeting, January 28, 2021, 5:30-7:30**

**Audit Committee: Regina, Jesus and Brian; need to meet before next meeting.**

**VI. Adjournment: 2:25 p.m.**