

UNIVERSITY PREPARATION SCHOOL
at CHANNEL ISLANDS
550 Temple Ave. Camarillo, CA. 93010

APPROVED MINUTES for the MEETING OF THE BOARD OF DIRECTORS
March 14, 2012

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 Cathy Cartwright at 1:35 pm

Flag Salute

Agenda Additions/Adoption of Agenda

Cathy Cartwright stated because of lack of quorum the Executive Committee Meeting, was cancelled. On that agenda was a closed session item, with 2/3 vote we can move the closed session item Consideration of Expulsion 01-02-12. on the Board of Directors Agenda. Stan Mantooth motioned to place closed session item on agenda; Debbie Cuevas seconded the motion. Motion approved. Cathy would also like to move Action Item #2 to follow item E, Spotlight on UCS, and item G, Director/Assistant Director report to immediate follow Action Item #2. Elaine Martinez motioned to approve the agenda; Stan Mantooth seconded the motion. Motion approved.

Roll Call	Present	Absent
Cathy Cartwright	<u> x </u>	<u> </u>
Carolyn Bernal	<u> </u>	<u> x </u>
Betsy Connolly	<u> </u>	<u> x </u>
Barbara Wagner	<u> </u>	<u> x </u>
Merilyn Buchanan	<u> </u>	<u> x </u>
Stephanie Zierhut	<u> x </u>	<u> </u>
Denise Adams	<u> </u>	<u> x </u>
Dr. Jeanne Adams	<u> x </u>	<u> </u>
Dr. Mary Adler	<u> x </u>	<u> </u>
Debbie Cuevas	<u> x </u>	<u> </u>
Dr. Scott Frisch	<u> </u>	<u> x </u>
Stan Mantooth	<u> x </u>	<u> </u>
Elaine Martinez	<u> x </u>	<u> </u>
Teresa Nunez	<u> x </u>	<u> </u>

Spotlight on UCS

UPS is participating in a pilot program with CSU Channel Islands, co-teaching model, the three student teachers taking part in the program, Ryan Francisco, Sonia King and Irelene Bullicer gave a short presentation.

Public Comments

None

Directors/Assistant Director Report

Charmon stated today is PI Day; the intermediate classes will be celebrating with Pie. Tomorrow is the Sacramento trip for the intermediate years. Friday we held the lottery, the letters should go out next week. Sara attended the CAO awards Friday, all the medals were handed out, and UCMS should win the participation award. Twelve students from UCMS will compete in the Ventura County Science Fair. February 21 was the Spotlight at UCMS, a parent education night, refresher for current parents.

Board Members Announcements and Remarks

Dr. Jeanne Adams stated that it was a pleasure to attend the California Charter Schools Association Conference. She has handouts from our attorneys regarding new charter school legislation, if you would like to see a copy she will leave in the UPS office.

Advisory and Auxiliary Report

- ◆ University Charter Schools Education Foundation- None
- ◆ School Advisory Council-New climate survey out for Parent/Teacher conference week
- ◆ Parent Teacher Student Association-The Fun Run was held on March 9 and McTeacher Night on March 13, next fundraiser school wide cookbook
- ◆ Other-None

I. Consent Agenda

Motion was made to adopt the Consent Agenda by Stan Mantooth and seconded by Teresa Nunez, Motion was passed and Consent Agenda (Minutes of the Regular Meeting, December 7, 2011) adopted as presented.

- A. Minutes of the Regular Meeting, December 7, 2011
- B. Donations
- C. January Check Register

II. Action Items

1. Topic/Agenda Item: Review and Approval of the January Financials for UPS/UCMS

Personnel Involved: Tammy Stanton

Issues Involved/Fiscal Implications (If Any):

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

Options or Solutions (If applicable):

Director's Recommendation: Tammy stated the budget cuts are approximately \$46 per ADA with the transportation costs. After a short discussion, Dr. Jeanne Adams motioned to approve the January Financials; Deborah Cuevas seconded the motion. Motion approved.

Charmon Evans/Sara Leibman
Directors

2. Topic/Agenda Item: Review and Approval of the Second Interim Report for UPS/UCMS

Personnel Involved: Tammy Stanton

Issues Involved/Fiscal Implications (If Any):

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

Options or Solutions (If applicable):

Director's Recommendation: Tammy gave a summary of the report, and after a lengthy discussion, Deborah Cuevas motioned to approve the Second Interim Report; Dr. Mary Adler seconded the motion. Motion approved.

Charmon Evans/Sara Leibman
Directors

3. Topic/Agenda Item: Review and approval of 2012-2013 School Calendar for UPS/UCMS

Personnel Involved: Cathy Cartwright/Charmon Evans

Issues Involved/Fiscal Implications (If Any):

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

Options or Solutions:

Director's Recommendation: Charmon Evans stated that she is waiting for the climate survey to be completed before she finishes the final calendar. Today the board is asked to approve the start and end date of next school year. After a short discussion, Dr. Jeanne Adams motioned to approve the start date for the 2012-13 school year as 8/21/12 and the end date as 6/14/13; Stephanie Zierhut seconded the motion. Motion approved.

Charmon Evans/Sara Leibman
Directors

4. Topic/Agenda Item: Review and Approval of the Audit Committee's recommendation to engage Vavrinek, Trine, Day & Co., LLP for Independent Audit Services from 2012/2013 through 2014/2015

Personnel Involved: Cathy Cartwright/Charmon Evans

Issues Involved/Fiscal Implications (If Any):

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

Options or Solutions (If applicable):

Director's Recommendation: The audit committee received four proposals, and chooses Vavrinek, Trine, Day & Co. because they have extensive experience with Charter Schools and they were the least expensive. After a short discussion, Deborah Cuevas motioned to approve the Audit Committee's recommendation to engage Vavrinek, Trine, Day & Co., LLP for Independent Audit Services from 2012-2015; Dr. Jeanne Adams seconded the motion. Motion approved.

Charmon Evans/Sara Leibman
Directors

III. Information Items

1. Topic/Agenda Item: Personnel Committee Update

Personnel Involved: Charmon Evans

The Personnel Committee has been formed. The information meeting was packed. The group was very experienced and well qualified. We should have 4 positions between both schools. We will set up two days for interviews and class visits should take place in late April.

2. Topic/Agenda Item: Executive Committee Information on Mission and Guiding Principals for UPS/UCMS

Personnel Involved: Cathy Cartwright/Charmon Evans

Executive Committee members are working on re vamping the Mission and Guiding Principals.

IV. Closed Session: There is a closed session.

1. Topic/Agenda Item: Consideration of Expulsion (Education Code 48900) Student # 01-02/12
Personnel Involved: Cathy Cartwright/Sara Leibman

V. Reconvene Open Session/Closed Session Announcement: 2:00

1. Approved Expulsion of Student #01-02/12

VI. Board of Director Members Announcements and Remarks-None

VII. Future Agenda Items: Next Meeting: June 6, 2012

VIII. Adjournment: 2:36