

University Preparation School at CSU Channel Islands
550 Temple Avenue, Camarillo CA 93010

Executive Committee

April 18, 2012

12:30-1:30pm

UPS MPR

AGENDA

**Public Comment: Instructions for Addressing the Board of Directors and
Requesting Agenda Items**

If a member of the public wishes to speak about an item on the agenda, a Speaker Sheet should be completed, including the number of the agenda item, OR if wishing to speak to an item not on the agenda, stating the topic on which s/he wishes to speak. The Speaker Sheet should be presented to the Board Secretary prior to the start of the meeting.

Individual speakers will be allowed three (3) minutes to address the Board. The Board shall limit the total time for each agenda item to 20 minutes.

A member of the public wishing to place an item on the agenda should notify the University Preparation School office at least eight (8) days prior to the meeting date OR make such request when Future Agenda items are addressed. In accordance with Education Code 35145.5, the Board cannot enter into a formal discussion or make a decision on any matter not on this agenda during this meeting. The Board may take action or refer to a later meeting any subject discussed in a presentation at this Board of Directors' meeting.

Any Agenda Item is to be considered a Potential Action Item

A. Call to Order

B. Adoption of Agenda

C. Pledge of Allegiance

D. Roll Call

Present

Absent

Cathy Cartwright

Carolyn Bernal

Betsy Connolly

Barbara Wagner

Merilyn Buchanan

Stephanie Zierhut

Teresa Nunez

E. Spotlight on UCS-Barbara Wagner, UPS/UCMS Foundation

F. Directors/Assistant Director Reports

G. Board Reports, Correspondence, and Communications

H. Advisory and Auxiliary Report

- University Charter Schools Education Foundation
- School Advisory Council
- Parent Teacher Student Association
- Other

I. 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.

- A. Minutes from the February 8, 2012 meeting
- B. Donations
- C. Check Register

II. Action Items

1. Topic/Agenda Item: Review and Approval of the February 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: It is recommended that the February Financials for UPS/UCMS be approved.

Charmon Evans/Sara Leibman
Directors

2. Topic/Agenda Item: Review and Approval of the Revision of Policy #103 Fingerprinting and Background Checks-Volunteers Policy

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: It is recommended that the Revision of Policy #103 Fingerprinting and Background Checks-Volunteers Policy be approved.

Charmon Evans/Sara Leibman
Directors

3. Topic/Agenda Item: Review and Approval of the Revision of Policy #301 Document Retention/Destruction Policy

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: It is recommended that the Revision of Policy #301 Document Retention/Destruction Policy be approved.

Charmon Evans/Sara Leibman
Directors

4. Topic/Agenda Item: Review and Approval of the Revision of Policy #302 Joint Venture Policy

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: It is recommended that the Revision of Policy #302 Joint Venture Policy be approved.

Charmon Evans/Sara Leibman
Directors

5. Topic/Agenda Item: Review and Approval of the Revision of Policy #303 Expense Reimbursement Policy

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: It is recommended that the Revision of Policy #303 Expense Reimbursement Policy approved.

Charmon Evans/Sara Leibman
Directors

6. Topic/Agenda Item: Review and Approval of the Revision of Policy #303 Expense Reimbursement Policy

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: It is recommended that the Revision of Policy #303 Expense Reimbursement Policy approved.

Charmon Evans/Sara Leibman
Directors

7. Topic/Agenda Item: Review and Approval of the Revision of Policy #304 Gift Receiving Policy

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: It is recommended that the Revision of Policy #304 Gift Receiving Policy approved.

Charmon Evans/Sara Leibman
Directors

8. Topic/Agenda Item: Review and Approval of the Revision of Policy #305 Compensation Review Policy

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: It is recommended that the Revision of Policy #305 Compensation Review Policy approved.

Charmon Evans/Sara Leibman
Directors

III. Information Items

1. Topic/Agenda Item: Discussion of Mission and Guiding Principals
Personnel Involved: Cathy Cartwright/Charmon Evans/Sara Leibman
2. Topic/Agenda Item: Update on Personnel Committee
Personnel Involved: Charmon Evans

IV. Closed Session: There is not a closed session.

V. Future Agenda Items: Next meeting, May 9, 2012

VI. Executive Committee Members Announcements and Remarks

VII. Adjournment