

University Preparation School at CSU Channel Islands
550 Temple Ave. Camarillo, CA. 93010
Board of Directors Agenda

APPROVED Minutes for the Meeting held on Friday April 27, 2018
at the Middle School site, Room D4

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 Howard Hartzfeld at 1:34pm

B. Agenda Additions/Adoption of Agenda

Moved by *Marlo Hartsuyker* Seconded by *Michelle Dean*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				x
Carolyn Bernal				x
Rodrigo Cardenas				x
Cathrine Cartwright				x
Michelle Dean	x			
Marlo Hartsuyker	x			
Howard Hartzfeld	x			
Roberto Martinez	x			
Brian Sevier	x			

C. Pledge of Allegiance

D. Roll Call Present Absent

Board Members

Jeanne Adams	<u> x </u>	<u> </u>
Carolyn Bernal	<u> </u>	<u> x </u> late
Rodrigo Cardenas	<u> </u>	<u> x </u> late
Cathrine Cartwright	<u> </u>	<u> x </u> late
Michelle Dean	<u> x </u>	<u> </u>
Marlo Hartsuyker	<u> x </u>	<u> </u>
Howard Hartzfeld	<u> x </u>	<u> </u>
Roberto Martinez	<u> x </u>	<u> </u>
Brian Sevier	<u> x </u>	<u> </u>

Administration

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

E. Public Comments

None

F. Spotlight-Math Program, Charmon Evans

Charmon applied for a \$25,000 grant during Spring Break. The school will move in the direction of multiple tear support. We are also looking at joining the Silicon Valley Math Project in the summer.

G. Director's Report

Veronica stated that the Renaissance Rally was held yesterday. It recognizes growth in our students. Middle school has just started co-ed soccer and also boys' volleyball. The family hike is tomorrow, followed by a family picnic at Satwiwa center in Thousand Oaks. Parent Information Night was held on the 19th and was well received. Charmon stated that we will be hosting for the City of Camarillo the Amgen Bike Race. The bikers will racing by about 12:15. Two VIP tents will be set up for the Mayor and others from the community. PVSD notified me, during Spring Break that they would like to conduct an Authorizer Visit! The administrative team will host them on May 1. May 17th is Step Up Night. Parents come to learn what is expected of students for next year. Monday is instructional rounds, our 4th session.

H. Board Reports, Correspondence, and Communications

Marlo asked if everyone would take the LCAP survey she handed out. She also wanted to let the board know of a Brown Act Conflict of Interest training on September 11 at VCOE.

I. Advisory and Auxiliary Reports

1. University Charter Schools Education Foundation

None

2. School Advisory Council

Met last week, looking at Title I and III, update to school plans

3. Parent, Teacher, Student Association

Working on Staff Appreciation week and Luau.

4. Other

None

II. Regular Session

A. Consent Agenda

1. Minutes of the March 23, 2018 Board Meeting

2. Check Register

3. Credit Card Transactions

Moved by *Marlo Hartsuyker* Seconded by *Rod Cardenas*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Carolyn Bernal	x			
Rodrigo Cardenas	x			
Cathrine Cartwright				x
Michelle Dean	x			
Marlo Hartsuyker	x			
Howard Hartzfeld	x			
Roberto Martinez	x			
Brian Sevier	x			

B. Action Items

- Topic/Agenda Item:** Review and Approval of the March Financials for UPCS

Personnel Involved: Lisa Boulos

Issues Involved/Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of the March Financials for UPCS. Lisa went over handouts and explained that our special education costs are increasing. We pay a fair share encroachment based on ADA. A short discussion followed.

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

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Carolyn Bernal	x			
Rodrigo Cardenas	x			
Cathrine Cartwright				x
Michelle Dean	x			
Marlo Hartsuyker	x			
Howard Hartzfeld	x			
Roberto Martinez	x			
Brian Sevier	x			

2. **Topic/Agenda Item:** Review and Approval of revised school calendar for 2018-2019
 Personnel Involved: Charmon Evans
 Issues Involved/Fiscal Implications:
 Impact on School Mission, Vision or Goals:
 Options or Solutions (If applicable):
 Director's Recommendation: The Executive Director recommends approval of the revised school calendar for 2018-2019. The calendar had previously been approved. However, the new calendar has the first 8 days of school as early dismissal allowing for beginning year assessments. A short discussion followed.

Moved by Marlo Hartsuyker Seconded by Jeanne Adams

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Carolyn Bernal	x			
Rodrigo Cardenas	x			
Cathrine Cartwright				x
Michelle Dean	x			
Marlo Hartsuyker	x			
Howard Hartzfeld	x			
Roberto Martinez	x			
Brian Sevier	x			

3. **Topic/Agenda Item:** Review and Approval of Suspension & Expulsion Policy #513
 Personnel Involved: Charmon Evans
 Issues Involved/Fiscal Implications:
 Impact on School Mission, Vision or Goals:
 Options or Solutions (If applicable):
 Director's Recommendation: The Executive Director recommends approval of Policy #513 Suspension & Expulsion Policy. Charmon explained that this was sent to our lawyers to update. A short discussion followed.

Moved by Carolyn Bernal Seconded by Marlo Hartsuyker

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Carolyn Bernal	x			
Rodrigo Cardenas	x			
Cathrine Cartwright				x
Michelle Dean	x			
Marlo Hartsuyker	x			
Howard Hartzfeld	x			
Roberto Martinez	x			
Brian Sevier				x

4. **Topic/Agenda Item:** Review and Approval of moving our State Funded Preschool Program to 1099 Bedford Drive, Camarillo CA 93010

Personnel Involved: Charmon Evans

Issues Involved/Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends the board authorizing the move of our state funded preschool to 1099 Bedford Drive, Camarillo CA 93010. State preschool wants proof that our board has approved the move of preschool. A short discussion followed.

Moved by *Carolyn Bernal* Seconded by *Brian Sevier*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Carolyn Bernal	x			
Rodrigo Cardenas	x			
Cathrine Cartwright				x
Michelle Dean	x			
Marlo Hartsuyker	x			
Howard Hartzfeld	x			
Roberto Martinez	x			
Brian Sevier				x

C. Discussion/Information

1. **Topic/Agenda Item: LCAP/Budget discussion 2017-2018**
Personnel Involved: Charmon Evans
Charmon gave a lengthy discussion along with handouts.
2. **Topic/Agenda Item: Preschool & After School Care budget impact discussion**
Personnel Involved: Charmon Evans
Charmon went over the handout regarding Preschool impacting the general budget.

ADJOURN OPEN SESSION: 3:52

III. Closed Session

- A. Topic/Agenda Item: Possible Litigation**
Employee Review, Executive Director
Personnel Involved: Board of Directors
NO Action Taken

RECONVENE OPEN SESSION: 3:56

IV. Board of Directors Announcements/Remarks

Jeanne wanted to congratulate Roberto and the Boys & Girls Club for doing such a fabulous job on their gala. They raised over \$100,000. Jeanne would also like a presentation on the Washington D.C. trip. She would like a student, teacher and administrator that went to participate. Rod wanted to let all know of an upcoming free event, Hackathon by the Sea, Girls Edition. The overnight event is June 22 & June 23.

VI. Future Agenda Items: Next Meeting, May 25, 2018, 1:30-4:00

VII. Adjournment: 4:02p.m.