

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

APPROVED Minutes for the Meeting held on Friday June 25, 2021
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 Jesus Torres 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 Brian Sevier

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker				
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>	_____
Regina Carver	<u> x </u>	_____
Talya Drescher	<u> x </u>	_____
Marlo Hartsuyker	<u> — </u>	<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

No emails
No Public Comment

F. Directors Reports

H. Board Reports, Correspondence, and Communications

None

I. Advisory and Auxiliary Reports

1. School Site Council

Charmon gave a brief overview of the meeting.

2. ELAC

No June Meeting

3. Parent, Teacher, Student Association

Darlene gave overview of the meeting, the summer planning is done, a full schedule for next year.

I. Discussion/Information

1. Topic/Agenda Item: 2021-2024 Local Control Accountability Plan for UPCS (LCAP); including the Budget Overview for Parents and Local Indicators

Charmon gave a very lengthy discussion of the LCAP.

2. Topic/Agenda Item: 2021-2022 Budget for UPCS

Lisa B went over all the budget documents in detail.

J. Public Hearings

1. Public Hearing: Adoption of the UPCS 2021-2022 Budget. The Board will conduct a public hearing to allow members of the public the opportunity to comment on the adoption of the 2021-2022 budget.

2. Public Hearing: 2021-2024 Local Control Accountability Plan for UPCS (LCAP); including the budget overview for parents and Local Indicators. The Board will conduct a public hearing to allow members of the public the opportunity to comment on the adoption of the Local Control Accountability Plan (LCAP)

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 May 27, 2021 Regular Board Meeting**
2. **New hires for the 2021-2022 school year**
3. **Purchases to Ratify, May and June**

Moved by Jesus Torres Seconded by Brian Sevier

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	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: 2021-2024 Local Control Accountability Plan for UPCS (LCAP); including the Budget Overview for Parents and Local Indicators**

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 LCAP.

Charmon Evans

Executive Director

Moved by Jesus Torres Seconded by Jeanne Adams

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	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 2021-2022 Budget for UPCS

Personnel Involved: Lisa Boulos/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 2021-2022 Budget for UPCS.

Moved by Jesus Torres Seconded by Jeanne Adams

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Regina Carver				
Talya Drescher				
Marlo Hartsuyker				
Brian Sevier				
Jesús Torres				
Lindsay Walker				

3. Topic/Agenda Item: Review and approval of the May 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 May Financials for UPCS. Lisa went over financials, a short discussion followed.

Moved by Brian Sevier Seconded by Jesus Torres

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

4. Topic/Agenda Item: Required Oral Report and contract approval for 2021-2022 school year regarding Executive Director

Personnel Involved: Jesus Torres

Fiscal: Base salary \$143,843.45, employer paid STRS \$24,339.31, employer paid Medicare \$2070.60, employer paid SUI \$140.00, employer paid Workers Comp \$2344.65, employer paid Med, Dent, Vision \$10531.68. The base salary also reflects the 4% retroactive raise given to all staff. Total \$183,268.69

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

Options or Solutions (If applicable):

Director’s Recommendation: The board president recommends approval of the Executive Director Contract. Great job. Short discussion.

Moved by Jeanne Adams Seconded by Brian Sevier

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	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 Education Protection Account Spending Plan for 2021-2022

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 Education Protection Account Spending Plan for 2021-2022.

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Regina Carver				
Talya Drescher				
Marlo Hartsuyker				
Brian Sevier				

Jesús Torres				
Lindsay Walker				

1. **Topic/Agenda Item: Review and Approval of the April Financials**
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 April financials. Lisa went over all financials. A short discussion followed.

Moved by *Jesús Torres* **Seconded by** *Regina Carver*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	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 Expanded Learning Opportunity Grant, ELO**
Pursuant to Education Code Section 43522(e)(1), the Board will approve the Expanded Learning Opportunities Grant Plan, which is required on or before June 1, 2021. The plan includes how the funds will be used in accordance with EC section 42522(b) and how parents and school site staff were involved in the development of the plan.
Personnel Involved: Charmon Evans
Fiscal Implications:
Options or Solutions (If applicable):
Director’s Recommendation: The Executive Director recommends approval of the Expanded Learning Opportunity Grant, ELO. Charmon gave a review of the grant and how we will use in 2021-2022. A lengthy discussion followed.

Charmon Evans
Executive Director

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

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	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 Meg. Contract for the 2021-2022 school year

Personnel Involved: Charmon Evans

Fiscal Implications: \$45,000

Impact on School Mission, Vision or Goals:

Director's Recommendation: The Executive Director recommends approval of Meg. Contract for the 2021-2022 school year. the contract engagement with Meg. -online Language Program. Charmon gave an overview. A short discussion followed.

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

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	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 VCOE Agreements for the 2021-2022 School Year; Adapted Physical Education (APE) Specialist, Deaf/Hard of Hearing (DHH) Specialist, Orientation and Mobility Specialist, Occupational Therapy Services, Physical Therapy Specialist
- Personnel Involved:** Charmon Evans
- Fiscal Implications:**
- Options or Solutions:**
- Director's Recommendation:** The Executive Director recommends approval of the VCOE Agreements for the 2021-2022 School Year; Adapted Physical Education (APE) Specialist, Deaf/Hard of Hearing (DHH) Specialist, Orientation and Mobility Specialist, Occupational Therapy Services, Physical Therapy Specialist. Charmon gave an overview of the services to be provided. A short discussion followed.

Charmon Evans
Executive Director

Moved by *Jeanne Adams* Seconded by *Jesus Torres*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	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 Agreement with Empire Therapy & Family Services for the 2021-2022 school year

Personnel Involved: Charmon Evans

Fiscal Implications: \$64.00 per hour of individual and \$85.00 per hour of group **direct services**, not to exceed the total amount of \$48,000.

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of the Agreement with Empire Therapy & Family Services Contract for the 2021-2022 school year. Charmon gave a brief overview. Lisa stated that the EPA needs to be ratified at the board meeting. In turn it is posted on the website.

Charmon Evans
Executive Director

Moved by *Jesus Torres* Seconded by *Jeanne Adams*

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

6. Topic/Agenda Item: Review and Approval of the 2021-2022 Excellent Education (ExED) Contract

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 2021-2022 Excellent Education (ExED) contract. A short discussion followed.

Moved by Jesus Torres Seconded by Jeanne Adams

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

7. Topic/Agenda Item: Review and Approval of Soul Shoppe Contract for the 2021-2022 school year

Personnel Involved: Charmon Evans

Fiscal Implications: \$11,500.00

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of Soul Shoppe Contract for the 2021-2022 school year. Charmon explained that they help with conflict resolution, assembly workshops. A short discussion followed.

Moved by Jeanne Adams Seconded by Brian Sevier

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

8. Topic/Agenda Item: Review and Approval of Nearpod Contract for the 2021-2022 school year

Personnel Involved: Charmon Evans

Fiscal Implications: \$14,990.00

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of Nearpod Contract for the 2021-2022 school year.

First used during pandemic. Online platform. A short discussion followed.

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

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

9. **Topic/Agenda Item: Review and Approval of Silicon Valley Mathematics Initiative, SVM I Contract for the 2021-2022 school year**

Personnel Involved: Charmon Evans

Fiscal Implications: \$3150.00

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of SVM I Contract for the 2021-2022 school year.

Charmon stated that we have been using this math program for a few years

Moved by *Jesus Torres* Seconded by *Jeanne Adams*

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

10. **Topic/Agenda Item: Review and Approval of CDW Contract for the 2021-2022 school year**

Personnel Involved: Charmon Evans

Fiscal Implications: \$69641.64

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of CDW Contract for the 2021-2022 school year.

Charmon stated that this is the last order of chrome books. A short discussion followed.

Moved by Brian Sevier Seconded by Jeanne Adams

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

11. Topic/Agenda Item: Review and Approval of STS Education Contract for the 2021-2022 school year

Personnel Involved: Charmon Evans

Fiscal Implications: \$20538.08

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of STS Education Contract for the 2021-2022 school year. Charmon stated that this is for teacher laptops and desktops for the office staff. A short discussion followed.

Moved by Jesus Torres Seconded by Jeanne Adams

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

12. Topic/Agenda Item: Review and Approval of Houghton Mifflin Harcourt Contract for the 2021-2022 school year

Personnel Involved: Charmon Evans

Fiscal Implications: \$17001.28

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of Houghton Mifflin Harcourt Contract for the 2021-2022 school year. Charmon stated this is EL curriculum. A short discussion followed.

Moved by Jesus Torres Seconded by Jeanne Adams

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

13. Topic/Agenda Item: Review and Approval of the Achieve 3000 Contract for the 2021-2022 school year

Personnel Involved: Charmon Evans

Fiscal Implications: \$17, 110.00

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of Achieve 3000 Contract for the 2021-2022 school year. Charmon stated that we have used this Language Arts program for a few years. A short discussion followed.

Moved by Jesus Torres Seconded by Jeanne Adams

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

14. Topic/Agenda Item: Review and Approval of the VCOE SIS Contract for the 2021-2022 school year

Personnel Involved: Charmon Evans

Fiscal Implications: \$7509.00

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of the VCOE SIS Contract for the 2021-2022 school year. Charmon stated this is our student information system. A short discussion followed.

Moved by Jesus Torres Seconded by Jeanne Adams

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

- 15. Topic/Agenda Item: Review and Approval of Board Authorizations, Pursuant to Education Code Section 44256(b), the holder of a Multiple Subject Teaching Credential or a Standard Secondary Credential, who has completed 12 semester units, or 6 upper division or graduate units, of coursework at an accredited institution in each subject to be taught, is considered legally authorized to teach under this provision. The authorization shall be with the teacher's consent**

Roann Bender-Math

Tara Colon-ELA

Brenda Goodson-ELA

Katie Koch-ELA

Danielle Borracci-Math

Barbara Geist-Math

Lesly Licea-Math

Brie Miller-History/Social Science

Carmen Jimenez-Spanish

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 that the Governing Board authorize the teaching assignment for the teachers listed.

A short discussion followed.

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

- 16. Topic/Agenda Item: Review and Approval of Board Authorizations, Pursuant to Title 5-80020.4 (a) & (b) Staff Development and Title 5 80020.1 (a) Program Coordinator
Rebecca Kruse-Staff Development and Program Coordination
Annie Ransom- Staff Development**

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 that the Governing Board authorize the assignment listed.

Moved by Jesus Torres Seconded by Talya Drescher

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

- 17. Topic/Agenda Item: Review and Approval of Board Resolution #24 21/22 for 2021-2022 State Preschool Program Contract**

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 2021-2022 State Preschool Program contract. Actual contract for State Preschool, required each year.

Moved by Talya Drescher Seconded by Jesus Torres

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

18. Topic/Agenda Item: Review and Approval of the Vendor Authorization List for the 2021-2022 school year

Personnel Involved: Lisa Boulos/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 Vendor Authorization List for the 2021-2022 school year. A short discussion followed

Moved by Jeanne Adams Seconded by Talya Drescher

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

19. Topic/Agenda Item: Review and Approval of new Technology 1 position on Salary Schedule

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 new Technology 1 position on the Salary Schedule Charmon stated that a new position needed to be created. A short discussion followed.

Moved by Jesus Torres Seconded by Talya Drescher

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

II. Board of Directors Announcements/Remarks

V. Future Agenda Items: Next Meeting, August 26, 2021

This is our next evening meeting, 5:30-7:30

VI. Adjournment: 3:56

IV. Board of Directors Announcements/Remarks

None

V. Future Agenda Items: Next Meeting, June 25, 2021

The next meeting is very important, approvals needed for LCAP and Budget.

VI. Adjournment: 7:35p.m.