

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

**APPROVED MINUTES** for the MEETING OF THE BOARD OF DIRECTORS  
June 8, 2011

**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 12:06 pm

**Flag Salute**

**Roll Call**

Members of the Board of Directors present were: Dr. Mary Adler, Cathy Cartwright, Kathy Asher, Carolyn Bernal, Marilyn Buchanan, Stephanie Zierhut, and Betsy Connolly Also present: Sara Leibman, Veronica Solorzano, SAC Rep, Charmon Evans, and Tammy Stanton.

**Agenda Additions/Adoption of Agenda**

On a motion by Betsy Connolly, seconded by Kathy Asher the Board moved to adopt the agenda as presented.

**Public Comments-None**

**Director's Report-**Sara Leibman reported that the UCMS Cheerleaders competed in Regional's. The 6<sup>th</sup> and 7<sup>th</sup> grade classes will attend King Tut at the Thousand Oaks Civic Arts Center. The 8<sup>th</sup> grade received a grant to The Museum of Tolerance. Tomorrow will be the last UCMS tour. Charmon Evans reported she is currently working on the MOU's, UPS's last tour will be March 15, and Open House is March 31. PVSD reported on the visitation to UCMS on November 17. The report lists findings, strengths and weaknesses. We believe the findings not based on evidence. The staff holiday party is this Friday.

**Advisory and Auxiliary Report**

- ◆ University Charter Schools Education Foundation- None
- ◆ School Advisory Council-None
- ◆ Parent Teacher Student Association-New Board for 2011-12 school year.
- ◆ Other-None

**I. Consent Agenda**

Motion was made to adopt the Consent Agenda by Betsy Connolly and seconded by Carolyn Bernal, Motion was passed and Consent Agenda (Minutes of the Regular Meeting, March 9, 2011) adopted as presented.

- A. Minutes of the Regular Meeting, March 9, 2010
- B. Donations

## II. Action Items

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

Personnel Involved: Tammy Stanton/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: After a short discussion, Carolyn Bernal motioned to approve the April Financials; Dr. Mary Adler seconded the motion. Motion approved.

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Charmon Evans/Sara Leibman  
Directors

2. Topic/Agenda Item: Review and Approval of the UPS/UCMS Budget for 2011-12 school year.

Personnel Involved: Tammy Stanton/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: Tammy extensively went over the budget, and after a brief discussion, Dr. Mary Adler motioned to approve the UPS/UCMS Budget for 2011-12 school year; Betsy Connolly seconded the motion. Motion approved.

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Charmon Evans/Sara Leibman  
Directors

3. Topic/Agenda Item: Review and Approval of the Consolidated Application Part I for FY 2011-12 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 explained that this is an application that triggers funding for the next school year, after a brief discussion, Dr. Mary Adler motioned to approve the Consolidated Application Part I for FY 2011-12 for UPS/UCMS, Betsy Connolly seconded the motion. Motion approved.

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Charmon Evans/Sara Leibman  
Directors

4. Topic/Agenda Item: Review and approval of the Board of Directors and Executive Committee 2011-12 Meeting Schedule

Personnel Involved: Charmon Evans/Cathy Cartwright

Issues Involved/Fiscal Implications (If Any):

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

Options or Solutions:

Director's Recommendation: It is recommended that the Board of Directors approve the Board of Directors and Executive Committee 2011-12 Meeting Schedule. After a short discussion, Betsy Connolly motioned to approve the Meeting Schedule; Carolyn Bernal seconded the motion. Motion approved.

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Charmon Evans/Sara Leibman  
Directors

5. Topic/Agenda Item: Review and approval of the Certificated Salary Schedule for the 2011-12 school year

Personnel Involved: Charmon Evans

Issues Involved/Fiscal Implications (If Any):

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

Options or Solutions:

Director's Recommendation: It is recommended that the Board of Directors approve the Certificated Salary Schedule for 2011-12. After a short discussion, Betsy Connolly motioned to approve the Certificated Salary Schedule for 2011-12; Stephanie Zierhut seconded the motion. Motion approved.

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Charmon Evans/Sara Leibman  
Directors

### **III. Information Items**

1. Topic/Agenda Item: Update on Prop. 39 and MOU's from Pleasant Valley School District for UPS/UCMS 2011-12 school year.  
Personnel Involved: Charmon Evans- PVSD agreed upon 2 year term for MOU for UPS/UCMS. Charmon is currently working on MOU for Technology and Special Ed.
2. Topic/Agenda Item: Update on UCMS Charter Renewal  
Personnel Involved: Sara Leibman- Submitted in October, requesting verification from PVSD
3. Topic/Agenda Item: Update on UPS Charter Renewal  
Personnel Involved: Charmon Evans- Awaiting visitation from Rae Ann Michaels only
4. Topic/Agenda Item: Update for Board of Directors by Area and Term  
Personnel Involved: Charmon Evans/Cathy Cartwright- Current board members for asked if they would be interested in continuing on the Board.

**IV. Closed Session:** There is a closed session.

1. Public Employee  
Linda Ngarupe
2. Public Employment: Directors  
Additional Duties and Responsibilities for 2011-12
3. Administrative Contracts for 2011-12  
Title: Directors
4. Certificated Employment Agreements and Employment Agreements for 12 employment.

**V. Reconvene Open Session/Closed Session Announcement:** 2:08

1. No action taken in closed session
2. No action
3. Approved
4. Approved

**VI. Board of Director Members Announcements and Remarks**

**VI. Future Agenda Items: Next Meeting: September 7, 2011**

**VII. Adjournment:** 2:11

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