

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

APPROVED Minutes for the Meeting held on Friday, August 22, 2025

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 Regina Carver at 1:33pm.

B. Roll Call	Present	Absent
<u>Board Members</u>		
Jeanne Adams	<u> x </u>	<u> </u>
Regina Carver	<u> x </u>	<u> </u>
Christina Gonzalez-Ornelas	<u> x </u>	<u> </u>
Ernesto Guerrero	<u> x </u>	<u> </u>
Veronica Rauschenberger	<u> </u>	<u> x </u> late
Kristopher Yeager	<u> </u>	<u> x </u>
Celina Zacarias	<u> </u>	<u> x </u>
<u>Administration</u>		
Charmon Evans	<u> x </u>	<u> </u>
Echo Reves	<u> </u>	<u> x </u>
Veronica Solorzano	<u> </u>	<u> x </u>

C. Adoption of the Agenda

Moved by Jeanne Adams *Seconded* by Ernesto Guerrero

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Christina Gonzalez-Ornelas	x			
Ernesto Guerrero	x			
Veronica Rauschenberger				x
Kristopher Yeager				x
Celina Zacarias				x

D. Pledge of Allegiance-led by Charmon Evans

E. Public Comments - None

F. Directors' Report

G. Board Reports, Correspondence, and Communication

Regina commented that she loved photos on face book from the first days of school.

H. Advisory and Auxiliary Reports

1. School Site Council

Applications are due today, next week the ballots will go out to families and new members will be added. First meeting, September 16.

2. ELAC-None

3. Parent, Teacher, Student Association

None

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 from the Regular Board Meeting, June 24, 2025

2. 2025-2026 UPCS Staff List

3. Human Resources Activity Report-June

4. Purchases to ratify, July

Moved by Christina Gonzalez-Ornelas Seconded by Jeanne Adams

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Christina Gonzalez-Ornelas	x			
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Kristopher Yeager				x
Celina Zacarias				x

B. Items for Action, Discussion and or Information

1. **Topic/Agenda Item: Review and approval of the June Financials 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 June Financials for UPCS. Lisa gave a brief presentation of the June financials

Moved by *Ernesto Guerrero* **Seconded by** *Jeanne Adams*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Christina Gonzalez-Ornelas	x			
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Kristopher Yeager				x
Celina Zacarias				x

2. **Topic/Agenda Item: Review and Approval of the Unaudited Actuals for Fiscal Year 2024-2025 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 Unaudited Actuals for Fiscal Year 2024-2025. Lisa gave a lengthy presentation.

Moved by *Veronica Rauschenberger* **Seconded by** *Christina Gonzalez-Ornelas*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Christina Gonzalez-Ornelas	x			
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Kristopher Yeager				x
Celina Zacarias				x

3. **Topic/Agenda Item: Review and Approval of the 2025-2026 Staff Handbook for UPCS**

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 2025-2026 Staff Handbook. Charmon stated that very few changes were made. A brief discussion followed.

Moved by *Christina Gonzlez-Ornelas* **Seconded by** *Ernesto Guerrero*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Christina Gonzalez-Ornelas	x			
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Kristopher Yeager				x
Celina Zacarias				x

4. **Topic/Agenda Item: Review and approval of the 2025-2026 Parent/Student Handbook for UPCS**

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 2025-2026 Parent/Student Handbook for UPCS. Charmon went over changes to the Student handbook. A brief discussion followed.

Moved by *Ernesto Guerrero* **Seconded by** *Christina Gonzalez-Ornelas*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Christina Gonzalez-Ornelas	x			
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Kristopher Yeager				x
Celina Zacarias				x

5. **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 twelve semester units, or six 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.**
Sarah Bossoletti-English Language Arts

Personnel Involved: Charmon Evans

Fiscal Implications:

Options or Solutions (If applicable):

Director's Recommendation: It is recommended that the Governing Board authorize the teaching assignment for the teachers listed. Charmon explained that this needs to be done yearly. This is a new teacher.

Moved by Ernesto Guerrero Seconded by Jeanne Admas

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Christina Gonzalez-Ornelas	x			
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Kristopher Yeager				x
Celina Zacarias				x

6. **Topic/Agenda Item: Review and Approval of Revision to #512 Cell Phone and Other Electronic Signaling Devices Policy**

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 revision to #512 Cell Phone and Other Electronic Signaling Devices Policy. Charmon stated this is an update by attorney.

Moved by Veronica Rauschenberger Seconded by Christina Gonzalez-Ornelas

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Christina Gonzalez-Ornelas	x			
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Kristopher Yeager				x
Celina Zacarias				x

7. **Topic/Agenda Item: Review and Approval of Revision to #515 Weapons and Dangerous Instruments Policy**
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 revision to #515 Weapons and Dangerous Instruments Policy

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Regina Carver				
Christina Gonzalez-Ornelas				
Ernesto Guerrero				
Veronica Rauschenberger				
Kristopher Yeager				
Celina Zacarias				

8. **Topic/Agenda Item: Review and Approval of Revision to #516 Student Freedom of Speech/Expression: Publication Policy**
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 revision to #516 Student Freedom of Speech/Expression: Publication Policy

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Regina Carver				
Christina Gonzalez-Ornelas				
Ernesto Guerrero				
Veronica Rauschenberger				
Kristopher Yeager				
Celina Zacarias				

9. Topic/Agenda Item: Review and Approval of Revision to #520 Suicide Prevention Policy

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 revision to #520 Suicide Prevention Policy

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Regina Carver				
Christina Gonzalez-Ornelas				
Ernesto Guerrero				
Veronica Rauschenberger				
Kristopher Yeager				
Celina Zacarias				

III. Board of Directors Announcements/Remarks

IV. Future Agenda Items: Next Meeting, September 19, 2025

V. Adjournment:

8. **Topic/Agenda Item: Required Oral Report and salary approval for 2025-2026 school year regarding Executive Director**

Personnel Involved: Veronica Rauschenberger

Fiscal: Base salary \$159,335.39, employer paid STRS \$31,149.31, Longevity Stipend \$46870.00, employer paid Medicare \$10,111.29, employer paid SUI \$105.00, employer paid Med, Dent, Vision \$12195.57. Total \$217,383.57

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

Options or Solutions (If applicable):

Director's Recommendation: The board president recommends the salary approval regarding Executive Director

Moved by Christina Gonzalez-Ornelas Seconded by Jeanne Adams

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Christina Gonzalez-Ornelas	x			
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Kristopher Yeager	x			
Celina Zacarias	x			

9. **Topic/Agenda Item: Review and Approval of Board Authorizations, Pursuant to Education Code Section 80020.4.1 (a) Staff Development 80020.4 (a) Program Coordinator**

Rebecca Kruse-Staff Development and Program Coordination

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. A brief discussion followed.

Moved by Veronica Solorzano Seconded by Regina Carver

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Christina Gonzalez-Ornelas	x			
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Kristopher Yeager	x			
Celina Zacarias	x			

10. **Topic/Agenda Item: Review and Approval of Board Authorizations, Pursuant to Education Code Section 80005 (b), the holder of a Multiple Subject Teaching Credential or a Standard Secondary Credential can teach a general elective that which does not have a credentialed subject area. The authorization shall be with the teacher's consent.**

Jon Altschuler-General Elective
Roann Bender-General Elective
Tarah Denton-General Elective
Jonathon Finch-General Elective
Rebecca Kruse-General Elective
Lesly Licea-General Elective
Paola Martinez-General Elective
Kimberly Matthes-General Elective
Carlos Sanchez-General Elective
Courtney Thaler-General Elective
Katie Ventura-General Elective

Personnel Involved: Charmon Evans

Fiscal Implications:

Options or Solutions (If applicable):

Director's Recommendation: It is recommended that the Governing Board authorize the teaching assignment for the teachers listed.

Moved by *Veronica Rauschenberger* **Seconded by** *Celina Zacarias*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Christina Gonzalez-Ornelas	x			
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Kristopher Yeager	x			
Celina Zacarias	x			

11. **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 twelve semester units, or six 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.**

Jon Altschuler-Math/Science/PE

Kara Blevins-ELA
 Melissa Cachu-Caro-Spanish
 Deanna Grimshaw-Foundational Science
 Amanda Jacobs-ELA
 Kelly Ogg-ELA/Math
 Melissa Ronan-ELA

Personnel Involved: Charmon Evans

Fiscal Implications:

Options or Solutions (If applicable):

Director's Recommendation: It is recommended that the Governing Board authorize the teaching assignment for the teachers listed. This needs to be approved at the beginning of each school year. A brief discussion followed.

Moved by *Veronica Rauschenberger* **Seconded by** *Ernesto Guerrero*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Christina Gonzalez-Ornelas	x			
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Kristopher Yeager	x			
Celina Zacarias	x			

12. **Topic/Agenda Item: Review and Approval of Board Authorizations, Pursuant to Education Code Section 44263, the holder of any teaching credential and eighteen lower or nine upper semester units in content that will be taught. The authorization shall be with the teacher's consent.**

Michiko Furukawa-Art
 Mauricio Giron-Music

Personnel Involved: Charmon Evans

Fiscal Implications:

Options or Solutions (If applicable):

Director's Recommendation: It is recommended that the Governing Board authorize the teaching assignment for the teachers listed. These teachers have Career Technical credentials.

Moved by *Celina Zacarias* **Seconded by** *Jeanne Adams*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			

Regina Carver	x			
Christina Gonzalez-Ornelas	x			
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Kristopher Yeager	x			
Celina Zacarias	x			

13. Topic/Agenda Item: Review and Approval of a Retention Bonus for all 2024-2025 staff

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 a Retention Bonus for all 2024-2025 staff. After a lengthy discussion, Ernesto motioned to approve a one-time four percent raise with STRS and PERS taken.

Moved by Ernesto Guerrero Seconded by Celina Zacarias

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Christina Gonzalez-Ornelas	x			
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Kristopher Yeager	x			
Celina Zacarias	x			

14. Topic/Agenda Item: Comparison of 1%, 2%, 3% salary increase for the 2025-2026 school year

Personnel Involved: Charmon Evans

Veronica R requested a salary comparison for all staff. After a very lengthy discussion, it was decided to hold another meeting before the August 22 Board meeting.

III. Board of Directors Announcements/Remarks

IV. Future Agenda Items: Next Meeting, August 22, 2025

V. Adjournment: 3:56 p.m.

