

University Preparation School at CSU Channel Islands
1099 Bedford Drive Camarillo, CA 93010
Board of Directors Meeting
University Preparation Charter School at CSU Channel Islands

August 25, 2022

5:30-7:30

Virtual Via Zoom

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| AGENDA |
|---------------|

This meeting will be by teleconference pursuant to Executive Orders N-25-20 and N-29-20.

The Board of Directors (“Board”) and employees of the University Preparation School at CSU Channel Islands shall meet via the Zoom meeting platform. Members of the public who wish to access this Board meeting may do so at:

Register in advance for this webinar:

https://zoom.us/webinar/register/WN_FezyihXjT3efVPOy6rSJJaQ

After registering, you will receive a confirmation email containing information about joining the webinar.

Members of the public who wish to comment during the Board meeting may use the “raise hand” tool on the Zoom platform. Members of the public calling in will be given the opportunity to address the Board during the meeting. Individual comments will be limited to three (3) minutes. If an interpreter is needed for comments, they will be translated to English, and the time limit shall be six (6) minutes. The Board may limit the total time for public comment to a reasonable time.

The Board reserves the right to mute or remove a participant from the meeting if the participant unreasonably disrupts the Board meeting.

Access to Board Materials: A copy of the written materials which will be submitted to the Board may be reviewed by any interested persons on University Preparation Charter School’s website along with this agenda following the posting of the agenda at least 72 hours in advance of this meeting.

Disability Access: Requests for disability-related modifications or accommodations to participate in this public meeting should be made 24 hours prior to the meeting by calling email to cevans@pleasantvalleysd.org. All efforts will be made for reasonable accommodations. The agenda and public documents can be modified upon request as required by Section 202 of the Americans with Disabilities Act.

A. Call to Order (5:30-5:40)

B. Adoption of the Agenda

Moved by _____ Seconded by _____

| Board Member | Aye | Nay | Abstain | Absent |
|----------------------------|-----|-----|---------|--------|
| Jeanne Adams | | | | |
| Regina Carver | | | | |
| Talya Drescher | | | | |
| Marlo Hartsuyker | | | | |
| Jessica Lavariega Monforti | | | | |
| Jesús Torres | | | | |
| Lindsay Walker | | | | |

C. Pledge of Allegiance

D. Roll Call Present Absent

Board Members

| | | |
|----------------------------|-------|-------|
| Jeanne Adams | _____ | _____ |
| Regina Carver | _____ | _____ |
| Talya Drescher | _____ | _____ |
| Marlo Hartsuyker | _____ | _____ |
| Jessica Lavariega Monforti | _____ | _____ |
| Jesús Torres | _____ | _____ |
| Lindsay Walker | _____ | _____ |

Administration

| | | |
|--------------------|-------|-------|
| Charmon Evans | _____ | _____ |
| Echo Reves | _____ | _____ |
| Veronica Solorzano | _____ | _____ |

E. Board Action Item: Pursuant to Government Code Section 54953(e)

The Charter School Board of Directors determines, in accordance with Government Code Section 54953(e)(1)(B), that meeting in person would present imminent risks to the health or safety of attendees. Pursuant to Government Code Section 54953(e)(3), the Board has also reconsidered the circumstances of the State of Emergency declared by the Governor on March 4, 2020 and finds the State of Emergency continues to directly impact the ability of the Directors to meet safely in person and/or that State or local officials continue to impose or recommend measures to promote social distancing.

Director’s Recommendation: The Executive Director recommends approval of Government Code Section 54953.

Moved by _____ Seconded by _____

| Board Member | Aye | Nay | Abstain | Absent |
|----------------------------|-----|-----|---------|--------|
| Jeanne Adams | | | | |
| Regina Carver | | | | |
| Talya Drescher | | | | |
| Marlo Hartsuyker | | | | |
| Jessica Lavariega Monforti | | | | |
| Jesús Torres | | | | |
| Lindsay Walker | | | | |

- F. Public Comments – This is a chance for any members of the public in attendance to speak to the Board on items not included on the agenda. Board members are limited in their response pursuant to the Brown Act requirements.**

If you would like to make a public comment, you will need to raise your hand in zoom. You then will be called on by the board president.

- G. Directors’ Reports**

- H. Board Reports, Correspondence, and Communications**

- I. Advisory and Auxiliary Reports**

- 1. School Site Council**
- 2. ELAC**
- 3. Parent, Teacher, Student Association**

II. Regular Session

- A. Consent Agenda (5:40-5:45)**

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 June 29, 2022, Regular Board Meeting**
- 2. Consolidated Application, CONAPP**
- 3. New hires for the 2022-2023 school year**
- 4. Purchases to Ratify, July**

Moved by _____ Seconded by _____

| Board Member | Aye | Nay | Abstain | Absent |
|----------------------------|-----|-----|---------|--------|
| Jeanne Adams | | | | |
| Regina Carver | | | | |
| Talya Drescher | | | | |
| Marlo Hartsuyker | | | | |
| Jessica Lavariega Monforti | | | | |
| Jesús Torres | | | | |
| Lindsay Walker | | | | |

B. Items for Action, Discussion and or Information

1. Topic/Agenda Item: June Year End Financials for UPCS (5:45-5:55)

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 June Year End Financials for UPCS

Charmon Evans
Executive Director

Moved by _____ Seconded by _____

| Board Member | Aye | Nay | Abstain | Absent |
|----------------------------|-----|-----|---------|--------|
| Jeanne Adams | | | | |
| Regina Carver | | | | |
| Talya Drescher | | | | |
| Marlo Hartsuyker | | | | |
| Jessica Lavariega Monforti | | | | |
| Jesús Torres | | | | |
| Lindsay Walker | | | | |

2. Topic/Agenda Item: Review and Approval of the updates to the COVID Prevention Plan (5:55-6:05)

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 updates to the COVID prevention Plan

Charmon Evans
Executive Director

Moved by _____ Seconded by _____

| Board Member | Aye | Nay | Abstain | Absent |
|----------------------------|-----|-----|---------|--------|
| Jeanne Adams | | | | |
| Regina Carver | | | | |
| Talya Drescher | | | | |
| Marlo Hartsuyker | | | | |
| Jessica Lavariega Monforti | | | | |
| Jesús Torres | | | | |
| Lindsay Walker | | | | |

3. **Topic/Agenda Item: Review and Approval of update to the Safe Return to In Person Instruction (6:05-6:15)**
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 updated Safe Return to In Person Instruction

Charmon Evans
 Executive Director

Moved by _____ Seconded by _____

| Board Member | Aye | Nay | Abstain | Absent |
|----------------------------|-----|-----|---------|--------|
| Jeanne Adams | | | | |
| Regina Carver | | | | |
| Talya Drescher | | | | |
| Marlo Hartsuyker | | | | |
| Jessica Lavariega Monforti | | | | |
| Jesús Torres | | | | |
| Lindsay Walker | | | | |

4. **Topic/Agenda Item: Review and Approval of Board Resolution #25 22/23 to remove former Director Darlene Hale on all banking, financials, state reporting, audits, etc. (6:15-6:20)**
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 Board Resolution #25 22/23

Charmon Evans
 Executive Director

Moved by _____ Seconded by _____

| Board Member | Aye | Nay | Abstain | Absent |
|----------------------------|-----|-----|---------|--------|
| Jeanne Adams | | | | |
| Regina Carver | | | | |
| Talya Drescher | | | | |
| Marlo Hartsuyker | | | | |
| Jessica Lavariega Monforti | | | | |
| Jesús Torres | | | | |
| Lindsay Walker | | | | |

5. **Topic/Agenda Item: Review and Approval of Board Resolution #26 22/23 to authorize and direct to borrow Echo Reves in the name and on behalf of UPCS Echo Reves an amount not to be in excess of \$20,000 California Credit Union (6:20-6:25)**
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 Board Resolution #26 22/23

Charmon Evans
 Executive Director

Moved by _____ Seconded by _____

| Board Member | Aye | Nay | Abstain | Absent |
|----------------------------|-----|-----|---------|--------|
| Jeanne Adams | | | | |
| Regina Carver | | | | |
| Talya Drescher | | | | |
| Marlo Hartsuyker | | | | |
| Jessica Lavariega Monforti | | | | |
| Jesús Torres | | | | |
| Lindsay Walker | | | | |

6. **Topic/Agenda Item: Establish the 2022-2023 Audit/Fiscal Committee, Nominating Committee and the Investment Committee for UPCS (6:25-6:35)**
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 convening of 2022-2023 Audit/Fiscal Committee, Nominating Committee and the Investment Committee for UPCS
 Charmon Evans
 Executive Director

Moved by _____ Seconded by _____

| Board Member | Aye | Nay | Abstain | Absent |
|----------------------------|-----|-----|---------|--------|
| Jeanne Adams | | | | |
| Regina Carver | | | | |
| Talya Drescher | | | | |
| Marlo Hartsuyker | | | | |
| Jessica Lavariega Monforti | | | | |
| Jesús Torres | | | | |
| Lindsay Walker | | | | |

7. Topic/Agenda Item: Establish Administrative Review Committee (6:35-6:40)

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 establishing the Administrative Review Committee

Charmon Evans
Executive Director

Moved by _____ Seconded by _____

| Board Member | Aye | Nay | Abstain | Absent |
|----------------------------|-----|-----|---------|--------|
| Jeanne Adams | | | | |
| Regina Carver | | | | |
| Talya Drescher | | | | |
| Marlo Hartsuyker | | | | |
| Jessica Lavariega Monforti | | | | |
| Jesus Torres | | | | |
| Lindsay Walker | | | | |

8. 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 (6:40-6:45)

Donna Hernandez-Gonzalez-ELA/Math

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.

Charmon Evans

Executive Director

Moved by _____ **Seconded by** _____

| Board Member | Aye | Nay | Abstain | Absent |
|----------------------------|-----|-----|---------|--------|
| Jeanne Adams | | | | |
| Regina Carver | | | | |
| Talya Drescher | | | | |
| Marlo Hartsuyker | | | | |
| Jessica Lavariega Monforti | | | | |
| Jesús Torres | | | | |
| Lindsay Walker | | | | |

9. **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, 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 (6:45-6:50)**

Rebecca Kruse-General Elective

Liliana Granada-General Elective

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.

Charmon Evans

Executive Director

Moved by _____ **Seconded by** _____

| Board Member | Aye | Nay | Abstain | Absent |
|----------------------------|-----|-----|---------|--------|
| Jeanne Adams | | | | |
| Regina Carver | | | | |
| Talya Drescher | | | | |
| Marlo Hartsuyker | | | | |
| Jessica Lavariega Monforti | | | | |
| Jesús Torres | | | | |
| Lindsay Walker | | | | |

10. Topic/Agenda Item: Review and Approval of Revision to #601 Independent Study Policy (6:50-7:00)

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 #601 Independent Study Policy

Charmon Evans
Executive Director

Moved by _____ Seconded by _____

| Board Member | Aye | Nay | Abstain | Absent |
|----------------------------|-----|-----|---------|--------|
| Jeanne Adams | | | | |
| Regina Carver | | | | |
| Talya Drescher | | | | |
| Marlo Hartsuyker | | | | |
| Jessica Lavariega Monforti | | | | |
| Jesús Torres | | | | |
| Lindsay Walker | | | | |

11. Topic/Agenda Item: Review and Approval of Revision to #519 Homeless Policy (7:00-7:05)

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 #519 Homeless Policy

Charmon Evans
Executive Director

Moved by _____ Seconded by _____

| Board Member | Aye | Nay | Abstain | Absent |
|----------------------------|-----|-----|---------|--------|
| Jeanne Adams | | | | |
| Regina Carver | | | | |
| Talya Drescher | | | | |
| Marlo Hartsuyker | | | | |
| Jessica Lavariega Monforti | | | | |
| Jesús Torres | | | | |
| Lindsay Walker | | | | |

12. **Topic/Agenda Item: Review and Approval of the Key Experience Field Trip for the eighth-grade students to Washington D.C. April 3-April 8, 2023 (7:05-7:10)**

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 Key Experience Field Trip to Washington D.C. for the eighth grade students

Charmon Evans

Executive Director

Moved by _____ Seconded by _____

| Board Member | Aye | Nay | Abstain | Absent |
|----------------------------|-----|-----|---------|--------|
| Jeanne Adams | | | | |
| Regina Carver | | | | |
| Talya Drescher | | | | |
| Marlo Hartsuyker | | | | |
| Jessica Lavariega Monforti | | | | |
| Jesús Torres | | | | |
| Lindsay Walker | | | | |

13. **Topic/Agenda Item: Review and Approval of the Key Experience Field Trip for the Intermediate Years students to Catalina Island Marine Institute, CIMI date to be determined (7:10-7:15)**

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 Key Experience Field Trip, currently on a waitlist

Charmon Evans

Executive Director

Moved by _____ Seconded by _____

| Board Member | Aye | Nay | Abstain | Absent |
|----------------------------|-----|-----|---------|--------|
| Jeanne Adams | | | | |
| Regina Carver | | | | |
| Talya Drescher | | | | |
| Marlo Hartsuyker | | | | |
| Jessica Lavariega Monforti | | | | |
| Jesús Torres | | | | |
| Lindsay Walker | | | | |

14. Topic/Agenda Item: Review and Approval of the Key Experience Field Trip for Primary Years to the Santa Cruz Island (7:15-7:20)

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 Key Experience Field Trip

Charmon Evans

Executive Director

Moved by _____ Seconded by _____

| Board Member | Aye | Nay | Abstain | Absent |
|----------------------------|-----|-----|---------|--------|
| Jeanne Adams | | | | |
| Regina Carver | | | | |
| Talya Drescher | | | | |
| Marlo Hartsuyker | | | | |
| Jessica Lavariega Monforti | | | | |
| Jesús Torres | | | | |
| Lindsay Walker | | | | |

15. Topic/Agenda Item: Review and Approval of Returning to In-Person Board Meetings starting with the September 29th meeting or continue with ZOOM meetings (7:20-7:25)

Personnel Involved: Charmon Evans

Fiscal Implications:

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of returning to in-person board meetings or continue with ZOOM meetings.

Charmon Evans

Executive Director

Moved by _____ Seconded by _____

| Board Member | Aye | Nay | Abstain | Absent |
|----------------------------|-----|-----|---------|--------|
| Jeanne Adams | | | | |
| Regina Carver | | | | |
| Talya Drescher | | | | |
| Marlo Hartsuyker | | | | |
| Jessica Lavariega Monforti | | | | |
| Jesús Torres | | | | |
| Lindsay Walker | | | | |

III. Directors Announcements/Remarks

IV. Future Agenda Items: Next Meeting, September 30, 2022

V. Adjournment