

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

Minutes for the Meeting held on Thursday August 25, 2022  
Virtual Via ZOOM

**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 Talya at 5:31**
- B. Adoption of the Agenda-One addition to #9-Addition of Danna Hernandez-Gonzalez and the cross through of the unit requirement**

**Moved by Lindsay Walker Seconded by Talya Drescher**

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams				X
Regina Carver	X			
Talya Drescher	X			
Marlo Hartsuyker	X			
Jessica Lavariega Monforti	X			
Jesús Torres	X			
Lindsay Walker	X			

**C. Pledge of Allegiance**

<b>D. Roll Call</b>	<b>Present</b>	<b>Absent</b>
<b><u>Board Members</u></b>		
Jeanne Adams	___	__X__
Regina Carver	__X__	___
Talya Drescher	__X__	___
Marlo Hartsuyker	__X__	___
Jessica Lavariega Monforti	__X__	___
Jesús Torres	__X__	___
Lindsay Walker	__X__	___
<b><u>Administration</u></b>		
Charmon Evans	__X__	___
Echo Reves	__X__	___
Veronica Solorzano	__X__	___

**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 *Lindsay Walker* Seconded by *Regina Carver***

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams				X
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Jessica Lavariega Monforti	x			
Jesús Torres	x			
Lindsay Walker	x			

**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**

Charmon-Welcome to the 2022-2023 school year. This has been one of the best starts of school in a long, long time? The energy has been incredible. August 12<sup>th</sup> was a full staff together teaching, Dr. Kathleen Contreras joined us to read *Harvesting Friends*. Echo led the staff with stories of marigolds. How can you be a marigold to someone else, staff all planted marigolds. They received marigold seeds, stickers, and candy. Monday, the entire staff was here ninety! First teachers met with Ricky Robertson, then all other staff joined the meeting. We all had lunch together and broke into job like teams.

Echo-Back to School picnic was a huge success. PTSA planned for five hundred, and we had no leftovers! We held Back to School nights this week. Tuesday Preschool and Middle School and Wednesday K-5 elementary. Two sessions for families with several children. There was a great turnout. I have been

collaborating with teachers, particularly on the assessments being used in all grades. School wide SEL, growth mindset school wide focus. Shared with parents as it should be reinforced at home. Staff will be reinforcing the mindset and recognizing individuals for their efforts.

Veronica-I really have enjoyed working with Echo! Our school opened on August 11<sup>th</sup> with a kindergarten orientation. We held two sessions. Students met all staff and took a tour the campus. They had a snack and played on the playground.

August 16 was middle school orientation. Our first day August 17<sup>th</sup>. Next week we will start our specialist groups. Middle school will see a specialist recording to make their top three choices for specialist.

Charmon- new security system in office called Raptor. The visitor will scan their ID/Drivers License and a quick background check will be run. Excited to have a t our school.

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

None

## **I. Advisory and Auxiliary Reports**

### **1. School Site Council**

We will send out ballots this Sunday. We have three seats available.

### **2. ELAC**

Did not receive any interest. Will attempt a meeting on August 30<sup>th</sup>.

### **3. Parent, Teacher, Student Association**

Sept 7<sup>th</sup> Executive Board Meeting to schedule activities.

## **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 Jesus Torres Seconded by Regina Carver**

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams				X
Regina Carver	X			
Talya Drescher	X			

Marlo Hartsuyker	x			
Jessica Lavariega Monforti	x			
Jesús Torres	x			
Lindsay Walker	x			

**B. Items for Action, Discussion and or Information**

**1. Topic/Agenda Item: June Year End 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 June Year End Financials for UPCS First of the year. Looks amazing. Lisa also went over the Unaudited actuals Lisa went over financials.

**Moved by Talya Drescher Seconded by Lindsay Walker**

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

**2. Topic/Agenda Item: Review and Approval of the updates to the COVID Prevention Plan**

**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 reviewed the updates, a short discussion followed.

**Moved by Talya Drescher Seconded by Jesus Torres**

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

**3. Topic/Agenda Item: Review and Approval of update to the Safe Return to In Person Instruction**

**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 went over the updates, a short discussion followed.

**Moved by Marlo Hartsuyker Seconded by Regina Carver**

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams				X
Regina Carver	X			
Talya Drescher	X			
Marlo Hartsuyker	X			
Jessica Lavariega Monforti	X			
Jesús Torres	X			
Lindsay Walker	X			

**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.**

**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 read the resolution; a short discussion followed.

**Moved by Lindsay Walker Seconded by Talya Drescher**

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
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**

**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 read the resolution; a short discussion followed.

**Moved by Lindsay Walker Seconded by Talya Drescher**

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams				x
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Jessica Lavariega Monforti	x			
Jesús Torres	x			
Lindsay Walker	x			

6. **Topic/Agenda Item: Establish the 2022-2023 Audit/Fiscal Committee, Nominating Committee and the Investment Committee 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 convening of 2022-2023 Audit/Fiscal Committee, Nominating Committee and the Investment Committee for UPCS. Charmon explained the duties of the committees. After a lengthy discussion, the committee members are as follows.

Fiscal/Audit Committee-Regina and Lindsay. Nominating Committee-Marlo, Jessica and Talya.

**Moved by Talya Drescher\_Seconded by Regina Carver**

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

**7. Topic/Agenda Item: Establish Administrative Review Committee**

**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 explained the duties for this committee, a short discussion followed. Talya and Jesus are the new committee members

**Moved by Talya Drescher Seconded by Lindsay Walker**

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

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. A short discussion followed.

**Moved by Talya Drescher\_Seconded by Regina Carver**

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

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**

Rebecca Kruse-General Elective

Liliana Granada-General Elective

Danna Hernandez-Gonzalez-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



**Moved by Jessica Lavariega Monforti Seconded by Talya Drescher**

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams				x
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Jessica Lavariega Monforti	x			
Jesús Torres	x			
Lindsay Walker	x			

**10. Topic/Agenda Item: Review and Approval of Revision to #601 Independent Study 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 #601 Independent Study Policy. This was sent to our lawyers. A short discussion followed.

**Moved by Lindsay Walker Seconded by Talya Drescher**

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams				x
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Jessica Lavariega Monforti	x			
Jesús Torres	x			
Lindsay Walker	x			

**11. Topic/Agenda Item: Review and Approval of Revision to #519 Homeless 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 #519 Homeless Policy. There was a shift in legislation, standard changes were made by our lawyer.

**Moved by Jesus Torres Seconded by Marlo Hartsuyker**

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams				x
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Jessica Lavariega Monforti	x			
Jesús Torres	x			
Lindsay Walker	x			

**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**

**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. This is an overnight fieldtrip. A short discussion followed.

**Moved by Talya Drescher Seconded by Lindsay Walker**

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams				x
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Jessica Lavariega Monforti	x			
Jesús Torres	x			
Lindsay Walker	x			

**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**

**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. This is overnight, fifth grade students. We are trying for May, after state testing is complete. A short discussion followed.

**Moved by Jessica Lavariega Monforti Seconded by Regina Carver**

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams				x
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Jessica Lavariega Monforti	x			
Jesús Torres	x			
Lindsay Walker	x			

**14. Topic/Agenda Item: Review and Approval of the Key Experience Field Trip for Primary Years to the Santa Cruz Island**

**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. One day ocean trip, a short discussion followed.

**Moved by Jesus Torres Seconded by Lindsay Walker**

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams				x
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Jessica Lavariega Monforti	x			
Jesús Torres	x			
Lindsay Walker	x			

**15. Topic/Agenda Item: Review and Approval of Returning to In-Person Board Meetings starting with the September 29<sup>th</sup> meeting or continue with ZOOM meetings**

**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. A short discussion followed, and we will continue with ZOOM meetings through December.

**Moved by Marlo Hartsuyker Seconded by Lindsay Walker**

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams				x
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Jessica Lavariega Monforti	x			
Jesús Torres	x			
Lindsay Walker	x			

**III. Board of Directors Announcements/Remarks**

**V. Future Agenda Items: Next Meeting, Thursday September 30, 2022  
1:30- 4:00**

**VI. Adjournment**

DRAFT