

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

Minutes for the Meeting held on Thursday August 26, 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 5:33p.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 Talya Drescher

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

C. Pledge of Allegiance-Led by Mr. Finch's class

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> 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

Veronica shared information on our summer school. Lots of hands-on learning. Mrs. Alargunoro-Ryerson did a great job as administrator for two weeks. I did the third week. After summer school, we started an online intervention week. August 10, we held a Jump Start for new students, and students that were not on campus last year. Two sessions for 2.5 hours. The Middle school orientation was held the day before school started. The same premise for middle school students. Back to School Nights were held this week. Tuesday, Preschool and Middle School. Wednesday, K-5th grade. Did not want to overlap the grades so parents that have multiple students were able to attend all sessions.

Darlene shared that August 16th was the first day teachers returned. We shared our book for the year, I am One. We started with a teacher survey. DRA training, middle school ELA and ESLA. Expectations for literacy. The next day Ricky Robertson was our presenter. Teacher Resiliency and student behavior. Signs of teacher burnout. Modeled staff circles for meetings. Third day all staff meeting, hosted breakfast from PTSA. Meg program to start next week. Lessons in Spanish through ZOOM in class. Best practices of SEL, guest speaker. Conflict resolution for classified staff training.

Charmon informed all that Annie Ransom has left UPCS. She could not pass up the great opportunity. Shared that student teachers are back on campus! Seven or eight, two at middle school others at elementary. This is our 20th year of existence! We only had 1 student teacher last year, now she is a full-time teacher at UPCS. A week and a day of school, we already had a student with COVID. The state is not clear on how we will handle attendance for students on quarantine. It's been a very interesting 5 days. Charmon shared the COVID dashboard. Dashboard shows confirmed cases for students and staff. We want students in masks, trying to reduce the need for students to quarantine and stay COVID free. Charmon shared two videos made by a parent on the PTSA.

H. Board Reports, Correspondence, and Communications

Marlo, sign up for the Brown Act training in September.

I. Advisory and Auxiliary Reports

1. School Site Council

First meeting will be held next month.

2. ELAC

First meeting will be held next month.

3. Parent, Teacher, Student Association

Next meeting is September 15. Join the PTSA!

J. Discussion/Information

I. **Open Public Hearing: Independent Policy #601, No earlier than: 5:45 p.m.**

In accordance with Section 11701 of Title 5 of the California Code of Regulations, setting policy pursuant to Education Code section 51747, the Board shall consider, in a public hearing, the scope of its existing or prospective use of independent study as an instructional strategy, its purposes in authorizing independent study, and factors bearing specifically on the maximum realistic lengths of assignments and acceptable number of missed assignments for specific populations of pupils or adult education students. This policy shall reflect an awareness that excessive leniency in its terms can result in pupils falling so far behind their age peers as to increase, rather than decrease, the risk of their dropping out of school.

Charmon briefly explained the process. Schools are now required to have a policy for long term school closure. We have updated this policy to comply with new law. Changes were made by our legal team. This will probably change in the next month.

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 August 26, 2021, Regular Board Meeting**
- 2. Consolidated Application, CONAPP**
- 3. New hires for the 2021-2022 school year**
- 4. Purchases to Ratify, July**

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			

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. Lisa went over financials. Still waiting for SPED encroachment from PVSD. A short discussion followed.

Moved by *Lindsay Walker* **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			

2. Topic/Agenda Item: Review and approval of the Unaudited Actuals 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 Unaudited Actuals for UPCS. Lisa explained that this is basically the same information in a different format. 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			

3. Topic/Agenda Item: Review and Approval of Revision to the COVID Mitigation and Response 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 the revision to the COVID Mitigation and Response Plan. Charmon stated that this is constantly changing. We told the parents that if they were any changes, we would update them through Parent Square. A short discussion followed.

Moved by Marlo Hartsuyker 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			

4. 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 went over changes. A short discussion followed.

Moved by Brian Sevier Seconded by Marlo Hartsuyker

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: Establish the 2021-2022 Audit/Fiscal 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 2021-2022 Audit Committee for UPCS. After a short discussion, the slate stays the same as last year. Regina Carver, Brian Sevier and Jesus Torres.

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			

6. **Topic/Agenda Item: Establish the 2021-2022 Nominating Committee for Community Member Openings**

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 2021-2022 Nominating Committee for UPCS. Charmon explained that two members are no longer on the board. After a short discussion, the slate is Jeanne Adams, Marlo Hartsuyker and Lindsay Walker

Moved by *Jeanne Adams* **Seconded by** *Talya Walker*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Brian Sevier	x			
Jesus 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. After a short discussion, the slate is Talya Drescher and Jeanne Adams

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			
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 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**

Jon Altschuler-Math/Science

Laura Dauz-History/Social Science

Cassandra Ferris-Dance

Amanda Jacobs-English Language Arts

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 *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			

9. **Topic/Agenda Item: Review and Approval of the 2021-2022 First Student Bus 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 First Student Bus Contract. Charmon stated that this is for busing to the Boys and Girls Club. A short discussion followed.

Moved by Marlo Hartsuyker 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			

10. **Topic/Agenda Item: Review and Approval of A Vaccination Mandate for all School Employees**

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 Vaccination Mandate for all School Employees. This is a Governor Proclamation. A short discussion followed.

Moved by Jeanne Adams Seconded by Marlo Hartsuyker

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 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. A short discussion followed.

Moved by *Brian Sevier* **Seconded by** *Marlo Hartsuyker*

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 date change to the October Board of Directors Meeting from October 29 to October 22 due to Fall Break

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 date change to the October Board of Directors Meeting. **New date approved.**

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			

ADJOURN OPEN SESSION: 7:29

III. Closed Session

A. Topic/Agenda Item: Public Employee

Discipline/Dismissal/Employment

Personnel Involved: Charmon Evans

A one-year leave of absence approved for Employee 21-22 1

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			

RECONVENE OPEN SESSION: BOARD REPORT OUT ON ACTION TAKEN IN CLOSEDSESSION, IF ANY: 7:35

III. Board of Directors Announcements/Remarks

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

VI. Adjournment: 7:40

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.

DRAFT