

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

Minutes for the Meeting held on Friday August 28, 2020
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 Marlo Hartsuyker at 1:34p.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 *Regina Carver*

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

C. Pledge of Allegiance

D. Roll Call
Board Members

	Present	Absent
Jeanne Adams	<u> x </u>	<u> </u>
Carolyn Bernal	<u> </u>	<u> x </u>
Regina Carver	<u> x </u>	<u> </u>
Talya Drescher	<u> x </u>	<u> </u>
Marlo Hartsuyker	<u> x </u>	<u> </u>
Brian Sevier	<u> x </u>	<u> </u>
Jesus Torres	<u> </u>	<u> x </u>
Lindsay Walker	<u> x </u>	<u> </u> late

Administration

Charmon Evans	<u> x </u>	<u> </u>
Darlene Hale	<u> x </u>	<u> </u>
Veronica Solorzano	<u> x </u>	<u> </u>

E. Public Comments

Public comment was given. Parents expressed concerns over bias/prejudice that their children encountered and the administrator's response. A community member shared resources on anti-bias/anti bullying that his company provides. A parent expressed concern regarding the time of the meetings.

No emails

No Public Comments

F. Directors Reports

Day of celebration! First five days are complete! Kindergarten through fifth grade in need of more time to get adjusted. Front office Staff-Rock Stars! Thank you to the Admin team and Annie. Today we are passing out desks and chairs to families in need. Darlene stated that it is a test of community when dealing with problems. We held two parent meetings. The first meeting two hundred parents attended and the next night over one hundred.

G. Board Reports, Correspondence, and Communications

Marlo reminded all to register for the Board Governance Training October 14

H. Advisory and Auxiliary Reports

1. School Site Council

Charmon stated that she checked with the state and it was okay to assemble last year's members. SSC viewed the Learning Continuity and Attendance Plan.

2. ELAC

Met the same night. They are trying to seat new members.

3. Parent, Teacher, Student Association

Meeting this week, elections were held, a budget was approved.

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 of the July 31, 2020 Regular Board Meeting

Moved by Jeanne Adams Seconded by Talya Drescher

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Carolyn Bernal				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

- Topic/Agenda Item: June Year End Financials for UPCS, check register, credit card statement**
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 all financials. A long discussion followed.

Moved by Lindsay Walker Seconded by Brian Sevier

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Carolyn Bernal				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 2020-2021

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 the exact information, just a different form. A short discussion followed.

Moved by *Jeanne Adams* Seconded by *Brian Sevier*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Carolyn Bernal				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 additional Board Meeting September 11, 2020 at 4:00 pm to provide a public hearing for the Learning Continuity and Attendance Plan

Personnel Involved: Charmon Evans

Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of additional Board Meeting, September 11, 2020. Charmon explained that the state suspended LCAP, instead provided this new form. A short discussion followed.

Moved by *Jeanne Adams* Seconded by *Lindsay Walker*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Carolyn Bernal				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 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.**

Danielle Borracci-Math
 Barbara Geist-Math
 Katie Koch-Language Arts
 Brie Miller-History Social Science

Personnel Involved: Charmon Evans

Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation: It is recommended that the Governing Board authorize the teaching assignment for the teachers listed. New rules pertaining to credentialing. A short discussion followed.

Moved by *Jeanne Adams* **Seconded by** *Lindsay Walker*

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

5. **Topic/Agenda Item:** Review and Approval of the updated Employee slate for the 2020-2021 school year

Personnel Involved: Charmon Evans

Fiscal Implications:

Impact on School Mission, Vision or Goals:

Director's Recommendation: The Executive Director recommends approval of the updated Employee slate for the 2020-2021 school year. A short discussion followed.

Moved by *Jeanne Adams* **Seconded by** *Brian Sevier*

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

6. **Topic/Agenda Item:** Review and Approval of the Charter Petition for UPCS Charter Renewal 2021-2026

Personnel Involved: Charmon Evans

Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of the Charter Petition for UPCS Charter Renewal 2021-2026. We did it! Needs to be submitted to PVSD on 9/1/2020. District is only requesting a digital copy. A lengthy discussion followed.

Moved by *Jeanne Adams* **Seconded by** *Jesus Torres*

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

7. **Topic/Agenda Item:** Establish the 2020-2021 Nominating Committee for Community Member Opening

Personnel Involved: Charmon Evans

Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of the convening of 2020-2021 Nominating Committee for UPCS. A short discussion followed. Jeanne Adams, Lindsay Walker and Marlo Hartsuyker have agreed to be on committee

Moved by *Carolyn Bernal* **Seconded by** *Lindsay Walker*

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

8. **Topic/Agenda Item:** Establish the 2020-2021 Audit Committee for UPCS

Personnel Involved: Charmon Evans

Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of the convening of 2020-2021 Audit Committee for UPCS. A short discussion followed. Jesus Torres, Regina Carver and Brian Sevier have agreed to be on committee

Moved by *Brian Sevier* **Seconded by** *Jeanne Adams*

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

9. Topic/Agenda Item: Establish Administrative Review Committee

Personnel Involved: Charmon Evans

Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director’s Recommendation: The Executive Director recommends approval of establishing the Administrative Review Committee. A short discussion followed. Jeanne Adams agreed and Carolyn Bernal was assigned to be on committee

Moved by *Carolyn Bernal* **Seconded by** *Lindsay Walker*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Carolyn Bernal				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 Policy #503 Immunization Policy

Personnel Involved: Charmon Evans

Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director’s Recommendation: The Executive Director recommends approval of Policy #503 Immunization Policy. A short discussion followed.

Moved by *Jeanne Adams* **Seconded by** *Lindsay Walker*

Board Member	Aye	Nay	Abstain	Absent
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Jeanne Adams	x			
Carolyn Bernal	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 Policy #504 Communicable, Contagious or Infectious Disease Prevention Policy

Personnel Involved: Charmon Evans

Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of Policy #504 Communicable, Contagious or Infectious Disease Prevention Policy. A short discussion followed.

Moved by *Brian Sevier* **Seconded by** *Lindsay Walker*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Carolyn Bernal				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 Policy #505 Administration of Medication Policy

Personnel Involved: Charmon Evans

Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of Policy #505 Administration of Medication Policy. A few changes were made. A short discussion followed.

Moved by *Brian Sevier* **Seconded by** *Jeanne Adams*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			

Carolyn Bernal				x
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Brian Sevier	x			
Jesús Torres	x			
Lindsay Walker	x			

13. **Topic/Agenda Item:** Review and Approval of Policy #607 Distance Learning Policy

Personnel Involved: Charmon Evans

Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of Policy #607 Distance Learning. This is a new policy; it was not mandatory. A short discussion followed.

Moved by *Jeanne Adams* **Seconded by** *Brian Sevier*

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

14. **Topic/Agenda Item:** Review and Approval of new Technology purchases

Personnel Involved: Charmon Evans

Fiscal Implications: \$114,488.22

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of the purchase of new technology to support instruction and distance learning. Policy #105 Uniform Complaint Policy and Procedures. The purchases benefit all grade bands. A short discussion followed.

Moved by Lindsay Walker Seconded by Jeanne Adams

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

- 13. Topic/Agenda Item:** Review and Approval of the #106 General Complaint Policy and Procedures

Personnel Involved: Charmon Evans

Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of Policy #106 General Complaint Policy. Not a lot of changes to this policy. A short discussion followed.

Moved by Carolyn Bernal Seconded by Brian Sevier

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

- 14. Topic/Agenda Item:** Review and Approval of the #404 Exposure Control Plan for Bloodborne Pathogens Policy General Complaint Policy

Personnel Involved: Charmon Evans

Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of Policy #404 Exposure Control Plan for Bloodborne Pathogens Policy. All health policies were sent to attorney for review. Not a lot of changes to this policy. A short discussion followed.

Moved by Jesus Torres Seconded by Lindsay Walker

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

- 15. Topic/Agenda Item:** Update on Boys and Girls Club Distance Learning
Personnel Involved: Charmon Evans
Students have started at the Boy's and Girl's Club. Currently 25-30 students. They have been experiencing Wi-Fi issues. If it does not improve, students will need to come back to campus.
- 16. Topic/Agenda Item:** Discussion on Board Meeting times
Personnel Involved: Charmon Evans
During the last meeting a parent asked to change the time of the Board Meetings; possibly move to evening hours. After a long discussion it was decided more information is needed.
- 17. Topic/Agenda Item:** Presentation by Ms. Hale and Mrs. Kruse on start of school in-service, training
Personnel Involved: Charmon Evans
A lengthy informative presentation.
- 18. Topic/Agenda Item:** Update on Anti-Bias training for staff and implementation in classrooms
Personnel Involved: Charmon Evans
Nearpod Presentation

IV. Board of Directors Announcements/Remarks

None

V. Future Agenda Items: Next Meeting, September 11, 2020, 4:00

VI. Adjournment: 4:00 p.m.