

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

Minutes for the Meeting held on Friday, September 30, 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 Jesus Torres at 1:31**
- B. **Adoption of the Agenda-Delete Item Number one, we have no financials for this meeting.**

*Moved by Jesus Torres Seconded by Jeanne Adams*

<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 Regina Carver Seconded by Jesus Torres**

<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-More explanation of Raptor. There are other ways to check in if you do not have a driver's license. It has been going well. Veronica and I have attended the first safety meeting at the county. We will start shifting things in the front office, especially in the morning during tardies. Moving to the rainbow hallway. Office staff is happy about this decision. Patriot day was beautiful with all the students. Shorter assembly this year. Early Years sang one song. Coffee with the Director second of the year. Lunch tables, soul shop consultant was also there. Preview at what he would be doing at Parent Ed night. Looking for more speakers for the coffee with the directors. Grand opportunity for parent ed. Test scores should be released to the public in

October. Admin has access to the scores. Still embargoed. Still making corrections with the data, no specific date is set.

Veronica- I am happy to be working with Echo, we are currently doing classroom visits. Talking over key points with the students. Afterschool programs, Ballet Folklorico is back! Kindergarten was a bit of a challenge. Parent volunteers, 145 students. We also offer Bricks for Kids and Art Trek throughout the year. Football practice started this week. Flag Football. Grandfather is our coach. Athletic directors, pe teachers are also supporting. First game next Wednesday. Yearbook, UPTV, builders club. Busing until 4:30 to boys and girls club. We are starting study spot during lunch and after school, variety of teachers. Conferences are coming, new dismissal time, 1:10 to serve lunch to students. Dual teachers will have an extra day for conferences. Seven days total. Field trips this week...early years to Sprouts and intermediate to Tae Kwon Do studio., Ricky Robertson was here, and Echo and Becca are collaborating with teachers on focus area. Each team will be focusing on the focus area. Last year identifying needs of teachers. Dual teachers would like time with other dual teachers a Cross Collaborative Day. Joseph from Soul Shoppe held assemblies with different grade bands and topics. Specialists offering for this year. Cultural Studies, Art, Music, Math and sports, literature, Minecraft for education, Middle school only, gardening nutrition, and leadership

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

None

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

**1. School Site Council**

First meeting Tuesday, we had a great turnout, with four new parents. Most parents work in higher education.

**2. ELAC**

Moving meeting to mornings to get a better turnout. On Campus instead of zoom.

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

General meeting last Wednesday. With parent ed night. Good turnout. Dinner and childcare. Fall Harvest on November 4. Access book fundraiser started today. Marie Calendars in November. Various dine outs this year. Toppers Pizza is October 19<sup>th</sup>. Red Ribbon Week soon.

**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 August 25, 2022, Regular Board Meeting**
2. **SACS Report**
3. **New hires for the 2022-2023 school year**
3. **Purchases to Ratify, August**

**Moved by Jeanne Adams 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			

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

2. **Topic/Agenda Item: Review and Approval of the updates 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 updates to the COVID Mitigation and Response Plan. Charmon stated the only change was removal of the requirement to test unvaccinated employees.

**Moved by Jessica Lavariega Monforti Seconded by Jeanne Adams**

<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			

3. **Topic/Agenda Item: Review and Approval of update to the 2022-2023 Staff Handbook**

**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 update to the 2022-2023 Staff Handbook

Charmon stated the only change is vacation of part time 12-month employees. A short discussion followed.

**Moved by** *Marlo Hartsuyker* **Seconded by** *Jeanne Adams*

<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 Revision to #608 Classroom-Based Attendance 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 #608 Classroom-Based Attendance Policy.

**After a lengthy discussion it was decided to bring back this policy to the next meeting.**

5. **Topic/Agenda Item: Review and Approval of Revision to #903 Conflict of Interest Code 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 #903 Conflict of Interest Code Policy. Charmon stated that this is the law! A short discussion followed.

**Moved by Jessica Lavariega Monforti Seconded by Jeanne Adams**

<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: Relationship with CSUCI (2:40-2:55)**

**Personnel Involved:** Charmon Evans

Due to Jessica's questions. Rebecca is currently the liaison for the university. Spring student teachers, prerequisite students, single subject students, getting their credential to teach middle and high schools. Talya here on Wednesdays, undergraduates, thinking that they might go into teaching. In classrooms and 1 hour seminar with Talya. Service-learning students. America Reads student, come on campus to read to our students while paid for hours here at school. Train to use Barton, tutors up to six. Great service-learning students in the math. Action research and written papers. AERA...research paper award. University Evening courses here on campus. A variety of things we have done through the years.

**7. Topic/Agenda Item: Fiscal/Audit Committee Update (2:55-3:10)**

**Personnel Involved:** Charmon Evans, Regina Carver and Lindsay Walker

Successful in person meeting. Reviewed the policy, Charmon took us through a few options including CDARS. Charmon and Lisa B discussed the amount of One million dollars. Charmon and Lindsay will reach out to various banking institutions. Met before COVID and now ready for the next step.

**III. Directors Announcements/Remarks**

October 12<sup>th</sup> Board Governance meeting, reminder by Marlo

**IV. Future Agenda Items: Next Meeting, October 21, 2022**

**State test scores**

**Attendance Policy**

**V. Adjournment: 2:25**

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