

**University Preparation School at CSU Channel Islands**  
**550 Temple Avenue Camarillo, CA 93010**  
**Board of Directors Meeting**  
**University Preparation School at CSU Channel Islands**  
**University Charter Middle School at CSU Channel Islands**

January 27, 2014

2:30-4:00pm

UPS Room 10

**AGENDA**

**Public Comment: Instructions for Addressing the Board of Directors and Requesting Agenda Items**

*If a member of the public wishes to speak about an item on the agenda, a Speaker Sheet should be completed, including the number of the agenda item, OR if wishing to speak to an item not on the agenda, stating the topic on which s/he wishes to speak. The Speaker Sheet should be presented to the Board Secretary prior to the start of the meeting.*

*Individual speakers will be allowed three (3) minutes to address the Board. The Board shall limit the total time for each agenda item to 20 minutes.*

*A member of the public wishing to place an item on the agenda should notify the University Preparation School office at least eight (8) days prior to the meeting date OR make such request when Future Agenda items are addressed. In accordance with Education Code 35145.5, the Board cannot enter into a formal discussion or make a decision on any matter not on this agenda during this meeting. The Board may take action or refer to a later meeting any subject discussed in a presentation at this Board of Directors' meeting. Any Agenda Item is to be considered a Potential Action Item*

**I. Opening Procedures (20-30 min.)**

**A. Call to Order**

**B. Adoption of the Agenda**

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams				
Marilyn Buchanan				
Cathrine Cartwright				
Carolyn Chey				
Ana DeGenna				
Dax Jacobson				

**C. Pledge of Allegiance**

<b>D. Roll Call</b>	<b>Present</b>	<b>Absent</b>
<b><u>Board Members</u></b>		
Jeanne Adams	_____	_____
Merylyn Buchanan	_____	_____
Cathy Cartwright	_____	_____
Ana DeGenna	_____	_____
Dax Jacobson	_____	_____
Caroline Chey	_____	_____
<b><u>Administration</u></b>		
Charmon Evans	_____	_____
Sara Ahl	_____	_____
Veronica Solorzano	_____	_____

**E. Public Comments**

**F. Spotlight on UCS-I Pad walkthroughs**

**G. Directors' Reports**

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

**I. Advisory and Auxiliary Reports**

- 1. University Charter Schools Education Foundation**
- 2. School Advisory Council**
- 3. Parent, Teacher, Student Association**
- 4. Other**

**II. Closed Session (15-20 minutes)**

**A. Topic/Agenda Item: Administrative Review**

Personnel Involved: Directors

**B. Topic/Agenda Item: Review & Approval of New Employees**

Personnel Involved: Charmon Evans

**III. Regular Session**

**A. Consent Agenda (5 minutes)**

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 December 9, 2013 Regular Board Meeting
2. Donations
3. Check Register

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Merylyn Buchanan				
Cathrine Cartwright				
Carolyn Chey				
Ana DeGenna				
Dax Jacobson				

**B. Action Items**

1. **Topic/Agenda Item: Review and Approval of the November & December Financials for UPS & UCMS (5 minutes)**

**Personnel Involved:** Irina Castillo

**Issues Involved/Fiscal Implications (If Any):**

**Impact on School Mission, Vision or Goals, (If Any):**

**Options or Solutions (If applicable):**

**Director's Recommendation:** The Directors' recommend approval of the November & December Financials for UPS & UCMS.

Charmon Evans/Sara Ahl

Directors

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Merylyn Buchanan				
Cathrine Cartwright				
Carolyn Chey				
Ana DeGenna				
Dax Jacobson				

2. **Topic/Agenda Item: Review and Approval of the revised Budget for UPS & UCMS, 2013-2014 school year (5 minutes)**

**Personnel Involved:** Irina Castillo/Charmon Evans

**Issues Involved/Fiscal Implications:** The revised Budget includes the Local Controlled Funding Formula.

**Impact on School Mission, Vision or Goals, (If Any):**

**Options or Solutions (If applicable):**

**Director's Recommendation:** The Directors' recommend approval of the revised budget for UPS/UCMS for the 2013-2014 school year

Charmon Evans/Sara Ahl  
Directors

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Merilyn Buchanan				
Cathrine Cartwright				
Carolyn Chey				
Ana DeGenna				
Dax Jacobson				

3. **Topic/Agenda Item: Review and Approval of the School Accountability Report Card (SARC) for UPS (5 minutes)**

**Personnel Involved:** Sara Ahl

**Issues Involved/Fiscal Implications (If Any):**

**Impact on School Mission, Vision or Goals, (If Any):**

**Options or Solutions (If applicable):**

**Director's Recommendation:** The Directors' recommend approval of the SARC report for UPS.

Charmon Evans/Sara Ahl  
Directors

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Merilyn Buchanan				
Catharine Cartwright				
Carolyn Chey				
Ana De Genna				
Dax Jacobson				

**4. Topic/Agenda Item: Review and Approval of School Accountability Report Card (SARC) for UCMS (5 minutes)**

**Personnel Involved:** Sara Ahl

**Issues Involved/Fiscal Implications:**

**Impact on School Mission, Vision or Goals, (If Any):**

**Options or Solutions (If applicable):**

**Director's Recommendation:** The Directors' recommend approval of the SARC report for UCMS.

Charmon Evans/Sara Ahl

Directors

**Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_**

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams				
Merilyn Buchanan				
Catharine Cartwright				
Carolyn Chey				
Ana De Genna				
Dax Jacobson				

**C. Discussion/Information**

**1. Topic/Agenda Item: Brown Act Amendment Requirements (3 minutes)**

Personnel Involved: Charmon Evans

**2. Topic/Agenda Item: Enrollment Lottery (3 minutes)**

Personnel Involved: Charmon Evans

**3. Topic/Agenda Item: Personnel Committee (3 minutes)**

Personnel Involved: Charmon Evans

**4. Topic/Agenda Item: Audit Committee (3 minutes)**

Personnel Involved: Charmon Evans

**5. Topic/Agenda Item: Community Board Positions (5 minutes)**

Personnel Involved: Charmon Evans

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

**V. Future Agenda Items: Next meeting, February 24, 2014**

**VI. Adjournment**