

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

December 8, 2014

1:30-3:30

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 (1:30-1:50)

A. Call to Order

B. Adoption of the Agenda

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Merilyn Buchanan				
Rodrigo Cardenas				
Cathrine Cartwright				
Dax Jacobson				
Cheryl Kewley				
Richard Urias				

C. Pledge of Allegiance

D. Roll Call Present Absent

Board Members

Jeanne Adams	_____	_____
Carolyn Bernal	_____	_____
Merilyn Buchanan	_____	_____
Rodrigo Cardenas	_____	_____
Cathy Cartwright	_____	_____
Dax Jacobson	_____	_____
Cheryl Kewley	_____	_____
Richard Urias	_____	_____

Administration

Charmon Evans	_____	_____
Gayle Hughes	_____	_____
Veronica Solorzano	_____	_____

E. Public Comments

F. Spotlight on UCS-Brain Pop, Annie Ransom

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. Regular Session

A. Consent Agenda (1:50-1:55)

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 November 10, 2014 Regular Meeting**
- 2. Check Register**
- 3. Donations**

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Merilyn Buchanan				
Rodrigo Cardenas				
Cathrine Cartwright				
Dax Jacobson				
Cheryl Kewley				
Richard Urias				

ADJOURN OPEN SESSION

III. Closed Session

A. Topic/Agenda Item: Possible Litigation (1:55-2:05)

Personnel Involved: Directors

RECONVENE OPEN SESSION: BOARD REPORT OUT ON ACTION TAKEN IN CLOSED SESSION, IF ANY

B. Action Items

1. Topic/Agenda Item: Elections for the Board of Directors December 2014- December 2015, President, Vice President, Treasurer and Secretary (2:05-2:15)

Personnel Involved: Charmon Evans

Issues Involved/Fiscal Implications (If Any):

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

Options or Solutions: (If applicable):

Director's Recommendation: It is recommended the Board of Directors elect a President, Vice President, Treasurer and Secretary from December 2014-December 2015.

Charmon Evans/Gayle Hughes
Directors

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Merilyn Buchanan				
Rodrigo Cardenas				
Cathrine Cartwright				
Dax Jacobson				
Cheryl Kewley				
Richard Urias				

2. **Topic/Agenda Item: Review and Approval of candidate's application for consideration of Board vacancies. (2:15-2:25)**

Personnel Involved: Charmon Evans

Issues Involved/Fiscal Implications (If Any):

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

Options or Solutions (If applicable):

Director's Recommendation: The Board asked that this be brought back for further discussion.

Charmon Evans/Gayle Hughes

Directors

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Merilyn Buchanan				
Rodrigo Cardenas				
Cathrine Cartwright				
Dax Jacobson				
Cheryl Kewley				
Richard Urias				

3. **Topic/Agenda Item: Review and Approval of the October Financials for UPS & UCMS (2:25-2:35)**

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 October Financials for UPS & UCMS.

Charmon Evans/Gayle Hughes

Directors

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Merilyn Buchanan				
Rodrigo Cardenas				
Cathrine Cartwright				
Dax Jacobson				
Cheryl Kewley				
Richard Urias				

4. **Topic/Agenda Item: Review and Approval of the First Interim Budget for UPS & UCMS (2:35-2:45)**

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 Director's recommend approval of the First Interim Budget for UPS & UCMS.

Charmon Evans/Gayle Hughes

Directors

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Merilyn Buchanan				
Rodrigo Cardenas				
Cathrine Cartwright				
Dax Jacobson				
Cheryl Kewley				
Richard Urias				

5. **Topic/Agenda Item: Review and Approval of increasing Assistant Directors workdays for 2014-2015 from 210 to 215 days (2:45-2:50)**

Personnel Involved: Charmon Evans

Fiscal Implications: \$2300.00

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

Options or Solutions (If applicable):

Director's Recommendation: The Director's recommend approval of increasing the number of workdays from the Assistant Director from 210 to 215.

Charmon Evans/Gayle Hughes

Directors

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Merilyn Buchanan				
Rodrigo Cardenas				
Cathrine Cartwright				
Dax Jacobson				
Cheryl Kewley				
Richard Urias				

A. Discussion/Information

- 1. Topic/Agenda Item: LCAP update (2:50-3:05)**
Personnel Involved: Charmon Evans
- 2. Topic/Agenda Item: Title III Plan Update (3:05-3:20)**
Personnel Involved: Gayle Hughes

IV. Board of Directors Announcements/Remarks

V. Future Agenda Items: January 12, 2014, 1:30-3:30pm

VI. Adjournment