

University Preparation School at CSU Channel Islands
1099 Bedford Drive, Camarillo CA 93010
Organizational Board of Directors Meeting
University Preparation Charter School at CSU Channel Islands

March 22, 2019

1:30-4:00

Room D2

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 (1:30-2:00)

A. Call to Order

B. Adoption of the Agenda

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Cathrine Cartwright				
Michelle Dean				
Marlo Hartsuyker				
Howard Hartzfeld				
Roberto Martinez				
Brian Sevier				

C. Pledge of Allegiance

D. Roll Call	Present	Absent
<u>Board Members</u>		
Jeanne Adams	_____	_____
Carolyn Bernal	_____	_____
Cathrine Cartwright	_____	_____
Michelle Dean	_____	_____
Marlo Hartsuyker	_____	_____
Howard Hartzfeld	_____	_____
Roberto Martinez	_____	_____
Brian Sevier	_____	_____
<u>Administration</u>		
Charmon Evans	_____	_____
Darlene Hale	_____	_____
Veronica Solorzano	_____	_____

E. Public Comments

F. Spotlight-MTSS, Veronica Solorzano

G. Director's Report

H. Board Reports, Correspondence, and Communications

I. Swearing in of Board Member, Jesús Torres, Parent Representative

J. Advisory and Auxiliary Reports

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

II. Regular Session

A. Consent Agenda (2:00-2:05)

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 February 22, 2019 Regular Board Meeting**
2. **Winter CONAPP**

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Cathrine Cartwright				
Michelle Dean				
Marlo Hartsuyker				
Howard Hartzfeld				
Roberto Martinez				
Brian Sevier				
Jesús Torres				

B. Items for Action, Discussion and or Information

1. **Topic/Agenda Item: February Financials for UPCS, check register, credit card statement (2:05-2:15)**

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 February Financials for UPCS

Charmon Evans
Executive Director

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Cathrine Cartwright				
Michelle Dean				
Marlo Hartsuyker				
Howard Hartzfeld				
Roberto Martinez				
Brian Sevier				
Jesús Torres				

2. **Topic/Agenda Item: 2019-2020 Instructional Minutes for UPCS (2:15-2:25)**

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 2019-2020 Instructional Minutes for UPCS

Charmon Evans
Executive Director

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Cathrine Cartwright				
Michelle Dean				
Marlo Hartsuyker				
Howard Hartzfeld				
Roberto Martinez				
Brian Sevier				
Jesús Torres				

3. **Topic/Agenda Item: Review and Approval of a continued contract with Christy White Associates for audit purposes (2:25-2:35)**

Personnel Involved: Charmon Evans

Fiscal Implications:

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of the continued contract with Christy White Associates

Charmon Evans
Executive Director

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Cathrine Cartwright				
Michelle Dean				
Marlo Hartsuyker				
Howard Hartzfeld				
Roberto Martinez				
Brian Sevier				
Jesús Torres				

4. **Topic/Agenda Item: Form J13A Request for Allowance of Attendance due to Emergency Conditions (2:35-2:45)**

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 Form J-13A Request for Allowance of Attendance due to Emergency Conditions

Charmon Evans

Executive Director

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Cathrine Cartwright				
Michelle Dean				
Marlo Hartsuyker				
Howard Hartzfeld				
Roberto Martinez				
Brian Sevier				
Jesús Torres				

5. **Topic/Agenda Item: Review and Approval of Resolution #17 18/19 Preschool Attendance Recovery, State Preschool (2:45-2:55)**

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 Board Resolution #17 18/19

Charmon Evans

Executive Director

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Cathrine Cartwright				
Michelle Dean				
Marlo Hartsuyker				
Howard Hartzfeld				
Roberto Martinez				
Brian Sevier				
Jesús Torres				

6. **Topic/Agenda Item: Preliminary list of initial bond improvements (2:55-3:05)**
Personnel Involved: Charmon Evans
7. **Topic/Agenda Item: Discussion of current Bylaws regarding Section 8. Number and Determination of Directors and Section 10. Restriction on Interested persons as Directors (3:05-3:35)**
Personnel Involved: Charmon Evans
8. **Topic/Agenda Item: Form 700 (3:30-3:45)**
Personnel Involved: Charmon Evans

ADJOURN OPEN SESSION

III. Closed Session (3:45-4:00)

- A. **Topic/Agenda Item: Possible Litigation**
Personnel Involved: Executive Director

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Cathrine Cartwright				
Michelle Dean				
Marlo Hartsuyker				
Howard Hartzfeld				
Roberto Martinez				
Brian Sevier				
Jesús Torres				

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

IV. Board of Directors Announcements/Remarks

V. Future Agenda Items: Next Meeting, April 26, 2019

VI. Adjournment