

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

March 23, 2018

1:30-4:00

Middle School, Room D4

AGENDA

UPCS Mission: UPCS is a collaborative community of innovative learners who seek out challenges and persevere toward individual and shared goals. We provide multiple opportunities for students to thrive in a diverse and compassionate learning environment.

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				
Rodrigo Cardenas				
Cathrine Cartwright				
Michelle Dean				
Marlo Hartsuyker				
Howard Hartzfeld				
Roberto Martinez				
Brian Sevier				

C. Pledge of Allegiance

D.	Roll Call	Present	Absent
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Board Members

Jeanne Adams

Carolyn Bernal

Rodrigo Cardenas

Cathy Cartwright

Michelle Dean

Howard Hartzfeld

Roberto Martinez

Brian Sevier

Administration

Charmon Evans

Darlene Hale

Veronica Solorzano

E. Public Comments

F. Spotlight-Elementary Math Program, Darlene Hale & Rebecca Kruse

G. Director's Report

H. Board Reports, Correspondence, and Communications

I. Advisory and Auxiliary Reports

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

II. Regular Session

A. Consent Agenda (2:00-2:10)

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 23, 2018 Regular Meeting**
2. **Check Register**
3. **Credit Card Transactions**
4. **Donations**
5. **Winter CON APP**

Moved by _____ Seconded by _____

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

B. Action Items

1. **Topic/Agenda Item: Review and Approval of the February Financials for UPCS (2:10-2:20)**
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				
Rodrigo Cardenas				
Cathrine Cartwright				
Michelle Dean				
Marlo Hartsuyker				
Howard Hartzfeld				
Roberto Martinez				
Brian Sevier				

2. **Topic/Agenda Item: Review and Approval of Board Resolution Number 16 17/18 to change Director or designee to Executive Director or designee (2:20-2:25)**

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 Board Resolution Number 16 17/18 that in board policy, handbooks, and all documents related where the term Director or designee are used that these terms are now to be considered Executive Director or designee.

Charmon Evans
Executive Director

Moved by _____ Seconded by _____

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

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				
Rodrigo Cardenas				
Cathrine Cartwright				
Michelle Dean				
Marlo Hartsuyker				
Howard Hartzfeld				
Roberto Martinez				
Brian Sevier				

4. **Topic/Agenda Item: Review and Approval of ratification of Mobile Modular Contract (2:35-2:45)**
Personnel Involved: Charmon Evans
Fiscal Implications:
Options or Solutions (If applicable):
Director's Recommendation: The Executive Director recommends approval of the Mobile Modular Contract
Charmon Evans
Executive Director

Moved by _____ **Seconded by** _____

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

5. **Topic/Agenda Item: Review and Approval of increase to yearly Preschool tuition (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 an increase to Preschool tuition, AM class \$3750 to \$4000 and PM class \$3000 to \$3060

Charmon Evans
Executive Director

Moved by _____ **Seconded by** _____

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

III. Closed Session (2:55-3:30)

A. Topic/Agenda Item: Possible Litigation Personnel Involved: Charmon Evans

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

IV. Board of Directors Announcements/Remarks

V Future Agenda Items: Next Meeting, April 27, 2018

I. Adjournment