

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

May 25, 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 \_\_\_\_\_**

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

**C. Pledge of Allegiance**

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

**E. Public Comments**

**F. Director's Report**

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

**H. 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 (2:00-2:05)**

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 April 27, 2018 Regular Meeting**
2. **Check Register**
3. **Credit Card Transactions**
4. **Spring CONAPP**

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 April Financials for UPCS (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 April 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 Executive Director contract pay for the 18-19 school year (2:15-2:25)**

**Personnel Involved:** Charmon Evans, Howard Hartzfeld

**Fiscal Implications:** \$132,359

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

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

**Director's Recommendation:** The Executive Director differs the recommendation to the board chair. Executive Directors pay of \$132,359 for the 18-19 year. There is no increase in pay from the 17-18 school year.

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 Title III funding options for 2018-2019 (2:25-2:35)**

**Personnel Involved:** Charmon Evans

**Fiscal Implications:** \$15,000

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

**Director's Recommendation:** The Executive Director recommends that the school declines Title III funding for 2018-2019

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 Instructional Minutes for the 2018-2019 school year (2:35-2:40)**  
**Personnel Involved:** Charmon Evans  
**Fiscal Implications:**  
**Options or Solutions (If applicable):**  
**Director's Recommendation:** The Executive Director recommends approval of Instructional minutes for 2018-2019 for grades K-3, 4-5, and 6-8  
Charmon Evans  
Executive Director

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

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

## **C. Discussion/Information**

1. **Topic/Agenda Item: LCAP/Budget Discussion, Annual Measurable Outcomes for 17-18, recommended revisions to actions/services, budget for 18-19 (2:40-3:00)**  
**Personnel Involved:** Charmon Evans
2. **Topic/Agenda Item: Educator Effectiveness Final Report for UPS/UPCS, first reading (3:00-3:10)**  
**Personnel Involved:** Charmon Evans/Lisa Boulos
3. **Topic/Agenda Item: Educator Effectiveness Final Report for UCMS, first reading (3:10-3:20)**  
**Personnel Involved:** Charmon Evans/Lisa Boulos
4. **Topic/Agenda Item: Parent Climate Survey for 17-18 (3:20-3:40)**  
**Personnel Involved:** Charmon Evans
5. **Topic/Agenda Item: Final Prop 39 Agreement (3:40-3:50)**  
**Personnel Involved:** Charmon Evans

### **III. Closed Session (3:50-4:00)**

#### **A. Topic/Agenda Item: Possible Litigation**

Personnel Involved: Charmon Evans

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
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, June 22, 2018**

#### **VI. Adjournment**