

**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**

June 24, 2015

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 (1:30-1:35)**

**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				
Cheryl Kewley				
Richard Urias				

**C. Pledge of Allegiance**

<b>D.</b>	<b>Roll Call</b>	<b>Present</b>	<b>Absent</b>
	<b><u>Board Members</u></b>		
	Jeanne Adams	_____	_____
	Carolyn Bernal	_____	_____
	Merilyn Buchanan	_____	_____
	Rodrigo Cardenas	_____	_____
	Cathy Cartwright	_____	_____
	Cheryl Kewley	_____	_____
	Richard Urias	_____	_____
	<b><u>Administration</u></b>		
	Charmon Evans	_____	_____
	Gayle Hughes	_____	_____
	Veronica Solorzano	_____	_____

**E. Public Comments**

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

**H. Advisory and Auxiliary Reports**

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

**G. Discussion/Information**

1. **Topic/Agenda Item: 2015-2016 Budget for UPS & UCMS (1:35-1:45)**  
Personnel Involved: Irina Castillo/Charmon Evans
2. **Topic/Agenda Item: Local Control Accountability Plan for UPS & UCMS (1:45-1:55)**  
Personnel Involved: Charmon Evans/Gayle Hughes

**H. Public Hearings (1:55-2:01)**

1. **Public Hearing: Adoption of the UPS & UCMS 2015-2016 Budget**  
The Board will conduct a public hearing to allow members of the public the opportunity to comment on the adoption of the 2015-2016 budget.
2. **Public Hearing: Local Control Accountability Plan for UPS & UCMS**  
The Board will conduct a public hearing to allow members of the public the opportunity to comment on the adoption of the Local Control Accountability Plan (LCAP)

## II. Regular Session

### A. Consent Agenda (2:01-2:05)

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 June 10, 2015 Regular Meeting**
2. **Donations**

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

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

### B. Action Items

1. **Topic/Agenda Item: Review and Approval of the Local Control Accountability Plan for UPS & UCMS (2:05-2:10)**

**Personnel Involved:** Irina Castillo

**Fiscal Implications:**

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

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

**Director's Recommendation:** The Director's recommend approval of the Local Control Accountability Plan 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				
Cheryl Kewley				
Richard Urias				

2. **Topic/Agenda Item: Review and Approval of the 2015-2016 Budget for UPS & UCMS (2:10-2:15)**

**Personnel Involved:** Irina Castillo

**Fiscal Implications:**

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

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

**Director's Recommendation:** The Director's recommend approval of the 2015-2016 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				
Cheryl Kewley				
Richard Urias				

3. **Topic/Agenda Item: Review and Approval of the Education Protection Act Spending Plan (EPA) for UPS & UCMS (2:15-2:25)**

**Personnel Involved:** Irina Castillo

**Fiscal Implications:**

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

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

**Director's Recommendation:** The Director's recommend approval of the Education Protection Act Spending Plan (EPA) 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				
Cheryl Kewley				
Richard Urias				

4. **Topic/Agenda Item: Review and Approval of the Consolidated Application Reports for UPS & UCMS (2:25-2:35)**

**Personnel Involved:** Irina Castillo

**Fiscal Implications:**

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

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

**Director's Recommendation:** The Director's recommend approval of the Consolidated Application Reports 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				
Cheryl Kewley				
Richard Urias				

5. **Topic/Agenda Item: Review and Approval of the Common Core Expenditure Reports for UPS & UCMS (2:35-2:45)**

**Personnel Involved:** Irina Castillo

**Fiscal Implications:**

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

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

**Director's Recommendation:** The Director's recommend approval of the Common Core Expenditure Reports 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				
Cheryl Kewley				
Richard Urias				

6. **Topic/Agenda Item: Review and Approval of the Title III Budget Plan for 2015-2016 (2:45-2:55)**

**Personnel Involved:** Gayle Hughes

**Fiscal Implications:**

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

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

**Director's Recommendation:** The Director's recommend approval of the Title III Budget Plan for 2015-2016

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				
Cheryl Kewley				
Richard Urias				

7. **Topic/Agenda Item: Review and Approval of the Emergency Plan for UPS & UCMS (2:55-3:05)**

**Personnel Involved:** Veronica Solorzano

**Fiscal Implications:**

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

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

**Director's Recommendation:** The Director's recommend approval of the Emergency Plan 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				
Cheryl Kewley				
Richard Urias				

8. **Topic/Agenda Item: Review and Approval of the Administrative contracts for 2015-2016 (3:05-3:15)**

**Personnel Involved:** Carolyn Bernal/Charmon Evans

**Fiscal Implications:**

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

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

**Director's Recommendation:** The Director's recommend approval of the Administrative contracts for 2015-2016

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				
Cheryl Kewley				
Richard Urias				

9. **Topic/Agenda Item: Review and Approval of the 2015-2016 Employee Handbook (3:15-3:25)**

**Personnel Involved:** Charmon Evans

**Fiscal Implications:**

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

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

**Director's Recommendation:** The Director's recommend approval of the 2015-2016 Employee Handbook

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				
Cheryl Kewley				
Richard Urias				

**10. Topic/Agenda Item: Review and Approval of the Board of Directors Meeting Calendar for 2015-2016 (3:25-3:35)**

**Personnel Involved:** Charmon Evans

**Fiscal Implications:**

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

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

**Director's Recommendation:** The Director's recommend approval of the Board of Directors Meeting Calendar for 2015-2016

Charmon Evans/Gayle Hughes

Directors

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

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams				
Carolyn Bernal				
Merilyn Buchanan				
Rodrigo Cardenas				
Cathrine Cartwright				
Cheryl Kewley				
Richard Urias				

**ADJOURN OPEN SESSION**

**III. Closed Session (3:35-3:45)**

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

Personnel Involved: Directors

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams				
Carolyn Bernal				
Merilyn Buchanan				
Rodrigo Cardenas				
Cathrine Cartwright				
Cheryl Kewley				
Richard Urias				

**B. Topic/Agenda Item: Public Employee**

Discipline/Dismissal/Release

Personnel Involved: Directors

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams				
Carolyn Bernal				
Merilyn Buchanan				
Rodrigo Cardenas				
Cathrine Cartwright				
Cheryl Kewley				
Richard Urias				

**C. Topic/Agenda Item: Public Employee**

Administrative Review

Personnel Involved: Directors

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams				
Carolyn Bernal				
Merilyn Buchanan				
Rodrigo Cardenas				
Cathrine Cartwright				
Cheryl Kewley				
Richard Urias				

**D. Topic/Agenda Item: Public Employee**

Summer Contracts

Personnel Involved: Directors

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams				
Carolyn Bernal				
Merilyn Buchanan				
Rodrigo Cardenas				
Cathrine Cartwright				
Cheryl Kewley				
Richard Urias				

**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, August 12, 2015, 1:00-4:00p.m.**

**VI. Adjournment**