

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

June 30, 2017

1:30-4:00

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 (1:30-1:40)

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				
Marie Francois				
Howard Hartzfeld				
Roberto Martinez				
Richard Urias				

C. Pledge of Allegiance

D. Roll Call	Present	Absent
<u>Board Members</u>		
Jeanne Adams	_____	_____
Carolyn Bernal	_____	_____
Rodrigo Cardenas	_____	_____
Cathrine Cartwright	_____	_____
Michelle Dean	_____	_____
Marie Francois	_____	_____
Howard Hartzfeld	_____	_____
Roberto Martinez	_____	_____
Richard Urias	_____	_____
<u>Administration</u>		
Charmon Evans	_____	_____
Gayle Hughes	_____	_____
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**

I. Discussion/Information

1. **Topic/Agenda Item: 2017-2018 Budget for UPCS (1:40-1:50)**
Personnel Involved: Lisa Boulos/Charmon Evans
2. **Topic/Agenda Item: Local Control Accountability Plan for UPCS (1:50-2:10)**
Personnel Involved: Charmon Evans/Gayle Hughes

J. Public Hearings (2:10-2:16)

- 1. Public Hearing: Adoption of the UPCS 2017-2018 Budget. The Board will conduct a public hearing to allow members of the public the opportunity to comment on the adoption of the 2017-2018 budget.**
- 2. Public Hearing: Local Control Accountability Plan for UPCS. 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 (2:16-2:20)

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 May 26, 2017 Regular Board Meeting**
- 2. Check Register**
- 3. Credit Card Transactions**

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Rodrigo Cardenas				
Cathrine Cartwright				
Michelle Dean				
Marie Francois				
Howard Hartzfeld				
Roberto Martinez				
Richard Urias				

B. Action Items

1. Topic/Agenda Item: Review and Approval of the 2017-2018 Local Control Accountability Plan for UPCS (2:20-2:25)

Personnel Involved: Lisa Boulos

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 UPCS

Charmon Evans/Gayle Hughes
Directors

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Rodrigo Cardenas				
Cathrine Cartwright				
Michelle Dean				
Marie Francois				
Howard Hartzfeld				
Roberto Martinez				
Richard Urias				

2. Topic/Agenda Item: Review and Approval of the 2017-2018 Budget for UPCS (2:25-2:30)

Personnel Involved: Lisa Boulos

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 2017-2018 Budget for UPCS

Charmon Evans/Gayle Hughes
Directors

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Rodrigo Cardenas				
Cathrine Cartwright				
Michelle Dean				
Marie Francois				
Howard Hartzfeld				
Roberto Martinez				
Richard Urias				

3. Topic/Agenda Item: Review and Approval of the May Financials for UPCS (2:30-2:40)

Personnel Involved: Lisa Boulos

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 May Financials for UPCS

Charmon Evans/Gayle Hughes
Directors

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Rodrigo Cardenas				
Cathrine Cartwright				
Michelle Dean				
Marie Francois				
Howard Hartzfeld				
Roberto Martinez				
Richard Urias				

4. Topic/Agenda Item: Review and Approval of the Spring Consolidated Application Reports for UPCS (2:40-2:50)

Personnel Involved: Charmon Evans/Lisa Boulos

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 UPCS

Charmon Evans/Gayle Hughes
Directors

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Rodrigo Cardenas				
Cathrine Cartwright				
Michelle Dean				
Marie Francois				
Howard Hartzfeld				
Roberto Martinez				
Richard Urias				

5. Topic/Agenda Item: Review and Approval of the Board of Directors Meeting Calendar for 2017-2018 (2:50-3:00)

Personnel Involved: Charmon Evans/Lisa Boulos

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 2017-2018

Charmon Evans/Gayle Hughes
Directors

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Rodrigo Cardenas				
Cathrine Cartwright				
Michelle Dean				
Marie Francois				
Howard Hartzfeld				
Roberto Martinez				
Richard Urias				

6. Topic/Agenda Item: Review and Approval of Administrative Executive Director Contract & Salary (3:00-3:10)

Personnel Involved: Charmon Evans

1830Fiscal 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 Executive Director Contract & Salary

Charmon Evans/Gayle Hughes
Directors

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Rodrigo Cardenas				
Cathrine Cartwright				
Michelle Dean				
Marie Francois				
Howard Hartzfeld				
Roberto Martinez				
Richard Urias				

C. Discussion/Information

1. Topic/Agenda Item: Preschool Program 2016-2017 Self-Evaluation (3:10-3:15)

Personnel Involved: Charmon Evans

ADJOURN OPEN SESSION

III. Closed Session (3:15-4:00)

**A. Topic/Agenda Item: Public Employee
2017-2018 Certificated & Classified Staff
Personnel Involved: Charmon Evans**

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Rodrigo Cardenas				
Cathrine Cartwright				
Michelle Dean				
Marie Francois				
Howard Hartzfeld				
Roberto Martinez				
Richard Urias				

**B. Topic/Agenda Item: Public Employee
Review/Discipline/Employment
Personnel Involved: Charmon Evans**

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Rodrigo Cardenas				
Cathrine Cartwright				
Michelle Dean				
Marie Francois				
Howard Hartzfeld				
Roberto Martinez				
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, TBD

VI. Adjournment