

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

August 30, 2017

1:30-4:00

MPR

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				
Rodrigo Cardenas				
Cathrine Cartwright				
Michelle Dean				
Marie Francois				
Howard Hartzfeld				
Roberto Martinez				

C. Pledge of Allegiance

D. Roll Call Present Absent

Board Members

Jeanne Adams	_____	_____
Carolyn Bernal	_____	_____
Rodrigo Cardenas	_____	_____
Cathy Cartwright	_____	_____
Michelle Dean	_____	_____
Marie Francois	_____	_____
Howard Hartzfeld	_____	_____
Roberto Martinez	_____	_____

Administration

Charmon Evans	_____	_____
Darlene Hale	_____	_____
Veronica Solorzano	_____	_____

E. Public Comments

F. Spotlight-pictures of Board Members

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 (2:00-2:05)

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 30, 2017 Regular Meeting
1. Check Register
2. 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				

B. Action Items

1. Topic/Agenda Item: Election for the new Board President from August 30, 2017 through December 15, 2017 (2:05-2:15)

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 a new Board President from August 30, 2017 through December 15, 2017

Charmon Evans
Executive Director

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				

2. **Topic/Agenda Item: Review and Approval of the June Financials for UPCS (2:15-2:25)**

Personnel Involved: Lisa Boulos

Fiscal Implications:

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

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of the June 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				
Marie Francois				
Howard Hartzfeld				
Roberto Martinez				

3. **Topic/Agenda Item: Review and Approval of the Unaudited Actuals for UPCS (2:25-2:35)**

Personnel Involved: Lisa Boulos

Fiscal Implications:

Options or Solutions (If applicable):

Director's Recommendation: The Director's recommend approval of the Unaudited Actuals 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				
Marie Francois				
Howard Hartzfeld				
Roberto Martinez				

4. Topic/Agenda Item: Review and Approval of the Vendor Authorization List for 2017-2018 (2:35-2:40)

Personnel Involved: Lisa Boulos\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 Vendor Authorization List for 2017-2018

Charmon Evans

Executive Director

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				

5. Topic/Agenda Item: Review and Approval of the 2017-2018 Staff Handbook (2:40-2:50)

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 2017-2018 Staff Handbook

Charmon Evans

Executive Director

Moved by _____ Seconded by _____

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

6. **Topic/Agenda Item: Review and Approval of Board Resolution #15 17/18 (2:50-3:00)**

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 #15 17/18

Charmon Evans
Executive Director

Moved by _____ Seconded by _____

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

7. **Topic/Agenda Item: First Reading of #520 Suicide Prevention Policy (3:00-3:10)**

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 Policy #520 Suicide Prevention

Charmon Evans

Executive Director

Moved by _____ Seconded by _____

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

C. Discussion/Information

ADJOURN OPEN SESSION

III. Closed Session (3:10-3:30)

A. Topic/Agenda Item: Public Employee

Revised 2017-2018 Certificated & Classified Staff

Personnel Involved: Executive Director

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

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, September 27, 2017

VI. Adjournment