

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

September 29, 2016

1:30-4:00

UPS Room 21

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				
Richard Urias				

C. Pledge of Allegiance

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

E. Public Comments

F. Spotlight-PD Turned Upside Down

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 August 26, 2016 Regular 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 July & August Financials for UPCS (2:05-2:15)**

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 July & August 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				

2. Topic/Agenda Item: Review and Approval of the Audit Committee (2:15-2:25)

Personnel Involved: Charmon Evans

Fiscal Implications:

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

Options or Solutions (If applicable):

Director's Recommendation: The Director's recommend approval of the Audit Committee

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 Board Resolution #14 16/17 (2:25-2:35)

To remove all references to the former names of the two schools that are governed by University Preparation School at CSU Channel Islands; University Preparation School at CSU Channel Islands and University Charter Middle School at CSU Channel Islands, UPS/UCMS in all board policies.

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 Board Resolution #14 16/17

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: CAASPP 2015-16 Test Scores (2:35-3:05)**
Personnel Involved: Charmon Evans/Gayle Hughes
- 2. Topic/Agenda Item: LCAP 2016-17 Action Plan (3:05-3:25)**
Personnel Involved: Charmon Evans/Gayle Hughes

ADJOURN OPEN SESSION

D. Closed Session (3:05-3:35)

- A. Topic/Agenda Item: Administrative Reviews**
Personnel Involved: Directors

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, October 28, 2016

VI. Adjournment