

University Preparation School at CSU Channel Islands  
550 Temple Avenue Camarillo, CA 93010

Board of Directors Meeting

December 7, 2011

1:30-3:00 pm

UPS 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*

Call to Order: Flag Salute

| Roll Call         | Present | Absent |
|-------------------|---------|--------|
| Cathy Cartwright  | _____   | _____  |
| Carolyn Bernal    | _____   | _____  |
| Betsy Connolly    | _____   | _____  |
| Barbara Wagner    | _____   | _____  |
| Merilyn Buchanan  | _____   | _____  |
| Teresa Nunez      | _____   | _____  |
| Stephanie Zierhut | _____   | _____  |
| Denise Adams      | _____   | _____  |
| Dr. Jeanne Adams  | _____   | _____  |
| Dr. Mary Adler    | _____   | _____  |
| Debbie Cuevas     | _____   | _____  |
| Dr. Scott Frisch  | _____   | _____  |
| Stan Mantooth     | _____   | _____  |
| Elaine Martinez   | _____   | _____  |

Spotlight on UCS-WRITE Research Study, Karen Aldridge

Agenda Additions/Adoption of Agenda

Public Comments

Directors/Assistant Director Report

Board Members Announcements and Remarks

Swearing in of New Board Members-Elaine Martinez

Advisory and Auxiliary Report

- University Charter Schools Education Foundation
- School Advisory Council
- Parent Teacher Student Association
- Other

I. Consent Agenda

*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.*

- A. Minutes of the Regular Meeting, September 7, 2011
- B. October Check Register

II. Action Items

1. Topic/Agenda Item: Review and Approval of the October Financials for UPS/UCMS

Personnel Involved: Tammy Stanton

Issues Involved/Fiscal Implications (If Any):

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

Options or Solutions (If applicable):

Director's Recommendation: It is recommended that the October Financials for UPS/UCMS be approved.

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Charmon Evans/Sara Leibman  
Directors

2. Topic/Agenda Item: Review and Approval of the Audit Report for FY 10-11 for UPS/UCMS

Personnel Involved: Tammy Stanton/Audit Committee

Issues Involved/Fiscal Implications (If Any):

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

Options or Solutions (If applicable):

Director's Recommendation: It is recommended that the FY 10-11 Audit Report for UPS/UCMS be approved.

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Charmon Evans/Sara Leibman  
Directors

3. Topic/Agenda Item: Formation of Finance Committee for UPS/UCMS

Personnel Involved: Cathy Cartwright/Charmon Evans

Issues Involved/Fiscal Implications (If Any):

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

Options or Solutions (If applicable):

Director's Recommendation: It is recommended that formation of a Finance Committee for UPS/UCMS be approved.

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Charmon Evans/Sara Leibman  
Directors

### III. Information Items

1. Topic/Agenda Item: Charter Renewal/Authorizer Visit

Personnel Involved: Charmon Evans

2. Topic/Agenda Item: Discussion of Brown Act Training

Personnel Involved: Cathy Cartwright/Sara Leibman/Veronica Solórzano

### IV. Closed Session: There is not a closed session.

### V. Board of Director Members Announcements and Remarks

### VI. Future Agenda Items: Tentative, next meeting: March 14, 2012

### VII. Adjournment