

University Preparation School at CSU Channel Islands
550 Temple Ave. Camarillo, CA. 93010
Board of Directors Agenda
University Preparation School at CSU Channel Islands
University Charter Middle School at CSU Channel Islands

APPROVED MINUTES for the Meeting held on Wednesday, March 11, 2015

I. Opening Procedures

A. Call to Order: The regular meeting of the Board of Directors of the University Preparation School at CSU Channel Islands was called to order by Dax Jacobson at 1:39pm

B. Agenda Additions/Adoption of Agenda

Moved by *Cathy Cartwright* Seconded by *Merilyn Buchanan*

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

C. Pledge of Allegiance: Led by Rodrigo Cardenas

D. Roll Call Present Absent

Board Members

Jeanne Adams	<u> x </u>	<u> </u>
Carolyn Bernal	<u> </u>	<u> x </u>
Merilyn Buchanan	<u> x </u>	<u> </u>
Rodrigo Cardenas	<u> x </u>	<u> </u>
Cathy Cartwright	<u> x </u>	<u> </u>
Dax Jacobson	<u> x </u>	<u> </u>
Cheryl Kewley	<u> </u>	<u> x </u>
Richard Urias	<u> </u>	<u> x </u>

Administration

Charmon Evans	<u> x </u>	<u> </u>
Gayle Hughes	<u> x </u>	<u> </u>
Veronica Solorzano	<u> x </u>	<u> </u>

E. Public Comments

None

F. Directors' Reports

Charmon stated that next week all three administrators will be attending the Charter Schools Conference in Sacramento. They will be out March 17, 18 & 19. Both schools had a really great turnout at the Parent/Teacher conferences. The entire K/1 team is at the California Science Center today and Preschool is visiting the Painted Pony in Santa Paula. Last Thursday's staff meeting was scheduled as a Vision/Mission session with Dax, however we had to cancel. We spent most of the meeting allowing teachers to vent. They needed to be heard, and a lot of heart wrenching conversation on stresses they are feeling. Not a petty thing came out of their mouths. It's about being heard. It was really positive. Gayle stated that the walls are coming down, and the staff is really coming together. The 8th graders will be attending the Museum of Tolerance on Monday. Leadership will head to Santa Barbara for a ropes course, a lesson in team building. Last week we had Women in History, which was wonderful. McTeacher Night is March 24, UCMS Talent Show is March 25 and Open House for UPS/UCMS is March 26. Veronica reported that she is setting up the SES program, 123 Success. This program is funded through Title 1 and allows UPS/UCMS students to receive 15 hours of tutoring. Students are chosen from grades 3 through 8 and low socio economic families.

G. Board Reports, Correspondence, and Communications

Jeanne Adams stated that she was on the City of Camarillo's website and was shocked that our schools are not listed as area schools of choice. She would like a future agenda item to talk about our visibility.

H. Advisory and Auxiliary Reports

1. University Charter Schools Education Foundation

None

2. School Advisory Council

We met yesterday, started working on desegregating data from the Climate Survey. Our next meeting is not until May 12.

3. Parent, Teacher, Student Association

The Dolphin Fun Run earned \$8000, now getting ready for the Luau.

4. Other

None

ADJOURN OPEN SESSION: 2:07

II. Closed Session

A. Topic/Agenda Item: Possible Litigation

Personnel Involved: Directors

B. Topic/Agenda Item: Administrator Review

Personnel Involved: Directors

Reconvened from Closed Session: 2:48

A. No Action taken

B. No Action taken

III. Regular Session

A. Consent Agenda

1. Minutes of the February 11 , 2015 Regular Board Meeting

2. Check Register

3. Donations

Moved by Cathy Cartwright Seconded by Jeanne Adams

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

B. Action Items

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

Personnel Involved: Irina Castillo

Issues Involved/Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation: The Directors' recommend approval of the January Financials. Irina went over January financials. A short discussion followed.

Moved by *Cathy Cartwright* Seconded by *Jeanne Adams*

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

2. Topic/Agenda Item: Review and Approval of Second Interim Report for UPS & UCMS

Personnel Involved: Irina Castillo

Issues Involved/Fiscal Implications (If Any):

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

Options or Solutions (If applicable):

Director's Recommendation: The Director's recommend approval of the Second Interim Report for UPS & UCMS. Irina explained that the Second Interim is the January financials in the SACS format. A short discussion followed.

Charmon Evans/Gayle Hughes

Directors

Moved by Cathy Cartwright* *Seconded by Jeanne Adams

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

3. **Topic/Agenda Item:** Review and Approval of Vavrinek, Trine, Day & Co., LLP Auditor contract for the 2015-2016 school year

Personnel Involved: Charmon Evans/Audit Committee

Issues Involved/Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation: The Director's recommend approval of Vavrinek, Trine, Day & Co., LLP Auditor contract for the 2015-2016 school year. The audit committee met before this meeting. A short discussion followed.

Charmon Evans/Gayle Hughes

Directors

Moved by *Jeanne Adams* Seconded by *Cheryl Kewley*

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

4. **Topic/Agenda Item:** Review and Approval of update to Policy #405 Tuberculin Examinations

Personnel Involved: Charmon Evans

Issues Involved/Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation: The Directors' recommend approval of update to Policy #405 Tuberculin Examinations.

This item is being tabled for next meeting.

Moved by Seconded by

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

5. **Topic/Agenda Item:** Review and Approval of update to Policy #519 Education for Homeless Children & Youth Policy

Personnel Involved: Gayle Hughes

Issues Involved/Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation: The Directors' recommend approval of update to Policy #519 Education for Homeless Children & Youth Policy. After a lengthy discussion, it was decided that Charmon would meet with Rodrigo before the next meeting.

This item is being tabled for next meeting.

Moved by

Seconded by

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

C. Discussion/Information

1. **Topic/Agenda Item: Salary Study for certificated employees**

Personnel Involved: Charmon Evans

Carolyn shared their salary scale. Ours is comparable, a little below on the low end, but a little higher on the high end of the scale.

2. **Topic/Agenda Item: Con App Winter for UPS/UCMS 2014-2015**

Personnel Involved: Irina Castillo

These are Federal Entitlement reports, highly restricted dollars we receive from the federal government.

3. Topic/Agenda Item: LCAP Update

Personnel Involved: Charmon Evans

New version of action plan, parent meeting yesterday. Best highlights, last google chromes have come in for UPS.

4. Topic/Agenda Item: Climate Survey for the 2014-2015 school year

Personnel Involved: Gayle Hughes

Good return about 36%, last year it was 21% will bring back data at April's meeting.

IV. Board of Directors Announcements/Remarks

V. Future Agenda Items: Next Meeting, April 29, 2015

Calendar, Climate Survey, Staff Data

VI. Adjournment: 3:45 p.m.