

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 **Monday, November 18, 2013**

**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 Jeanne Adams at 3:29pm***

**B. *Agenda Additions/Adoption of Agenda: Cathy Cartwright motioned to adopt the agenda with modifications to reflect only the 3 Action Items***

***Moved by Cathy Cartwright      Seconded by Dax Jacobson***

**Aye 3    Nay 0    Abstain 0    Absent 2**

**C. *Pledge of Allegiance: Led by Dax Jacobson***

**D. *Roll Call                      Present              Absent***  
**Board Members**

Jeanne Adams	<u>  x  </u>	<u>      </u>
Marilyn Buchanan	<u>  x  </u>	<u>      </u>
Cathy Cartwright	<u>  x  </u>	<u>      </u>
Carolyn Chey	<u>      </u>	<u>  x  </u>
Ana DeGenna	<u>      </u>	<u>  x  </u>
Dax Jacobson	<u>  x  </u>	<u>      </u>

**Administration**

Charmon Evans	<u>  x  </u>	<u>      </u>
Sara Ahl	<u>  x  </u>	<u>      </u>
Veronica Solorzano	<u>      </u>	<u>  x  </u>

**E. **Public Comments****

None

**F. **Spotlight on UCS-Using I Pads to do walkthroughs****

Moved to future meeting

**G. Directors' Reports**

Due to time limits, no report given.

**H. Board Reports, Correspondence, and Communications**

None

**I. Advisory and Auxiliary Reports**

**1. University Charter Schools Education Foundation**

**2. School Advisory Council**

**3. Parent, Teacher, Student Association**

**4. Other**

**II. Closed Session**

**A. Topic/Agenda Item: Administrative Review**

Personnel Involved: Directors

This item was tabled to next meeting.

**III. Regular Session**

**A. Consent Agenda**

Motion was made to adopt the Consent Agenda by Cathy Cartwright and seconded by Merylyn Buchanan, motion was passed and Consent Agenda (Minutes from October 28, 2013) adopted as presented.

**1. Minutes of the October 28, 2013 Regular Board Meeting**

**2. Donations**

**B. Action Items**

1. Topic/Agenda Item: Review and Approval of the Common Core Expenditure Plan

Personnel Involved: Charmon Evans

Issues Involved/Fiscal Implications (If Any): The CCEP outlines how the Common Core State Standards Implementation Funding will be spent over the next two fiscal years 13/14 and 14/15

Impact on School Mission, Vision or Goals: The plan is in accordance with the schools goals in regards to Common Core implementation.

Options or Solutions (If applicable):

Director's Recommendation: The Directors' recommend approval of this plan. Charmon stated that this is a requirement to be brought to

two board meetings. The monies are to be spent over two fiscal years, with the emphasis being on technology for both schools.

***Moved by Cathy Cartwright      Seconded by Marilyn Buchanan***

**Aye 4   Nay 0   Abstain 0   Absent 2**

2.    Topic/Agenda Item: Review and Approval of the School Wellness Policy-Policy #001

Personnel Involved: Sara Ahl

Issues Involved/Fiscal Implications (If Any): None Noted

Impact on School Mission, Vision or Goals: This encourages overall healthy living practices which will naturally impact a student's ability to learn.

Options or Solutions (If applicable):

Director's Recommendation: The Directors' recommend approval of this policy. Sara stated that this policy is based on Ed Code and State Law and was created by our attorney. The SAC committee recommended a summary be sent to parents once the policy is approved. The policy will become part of the student/parent handbook for next year. School administration will provide lists for fundraising ideas.

***Moved by Dax Jacobson      Seconded by Marilyn Buchanan***

**Aye 4   Nay 0   Abstain 0   Absent 2**

3.    Topic/Agenda Item: Review and Approval of the Intermediate Years Key Experience Field Trip to Catalina Island, February 17-19, 2014

Personnel Involved: Sara Ahl

Issues Involved/Fiscal Implications (If Any): The full \$255/student trip cost will be covered by family contributions and by school fundraisers. Guided Discoveries requires that the school collect payments and fundraising monies, and writes one check to the company upon date of travel.

Impact on School Mission, Vision or Goals: This encourages overall healthy living practices which will naturally impact a student's ability to learn.

Options or Solutions (If applicable):

Director's Recommendation: The Directors' recommend approval of the Intermediate Years Key Experience Field Trip. Sara stated that a committee was formed of teachers, parents and herself to look for an alternative to the Sacramento trip, because of low participation. The

committee selected Catalina. A survey has been sent to the parents of Intermediate year's students and most will attend this fieldtrip. The biggest concern now is fundraising. A parent meeting will be held on December 5.

**Moved by Cathy Cartwright      Seconded by Dax Jacobson**

**Aye 4    Nay 0    Abstain 0    Absent 2**

***C.    Discussion/Information***

**1.    Topic/Agenda Item: Budget Discussion (10 minutes)**

Personnel Involved: Charmon Evans  
Moved to next meeting

**2.    Topic/Agenda Item: Enrollment Lottery (3 minutes)**

Personnel Involved: Charmon Evans  
Moved to next meeting

**IV.    Board of Directors Announcements/Remarks**

None

**V.    Future Agenda Items: Next meeting, December 9, 2013**

Discussion on moving meeting to 2:00pm on December 9.

**VI.    Adjournment 3:57p.m.**

**VI. Board of Director Members Announcements and Remarks-**None

**VII. Future Agenda Items:** Next Meeting, November 18, 2013

**VIII. Adjournment:** 3:58pm