

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

Minutes for the Meeting held on Wednesday, November 18, 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 Carolyn Bernal at 1:34pm

B. Agenda Additions/Adoption of Agenda

Carolyn stated because of time restrictions we will need to move Action Item #1 and all Information Items to next meeting. We are also not having Spotlight on UCS or the Directors Report.

Moved by Cathy Cartwright Seconded by Howard Hartzfeld

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

C. Pledge of Allegiance

D. Roll Call Present Absent

Board Members

Jeanne Adams	<u> x </u>	<u> </u>
Carolyn Bernal	<u> x </u>	<u> </u>
Rodrigo Cardenas	<u> </u>	<u> x </u>
Cathy Cartwright	<u> x </u>	<u> </u>
Michelle Dean	<u> </u>	<u> x </u>
Marie Francois	<u> x </u>	<u> </u>
Howard Hartzfeld	<u> x </u>	<u> </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. Spotlight on UCS

Moved to next meeting

G. Directors Report

Moved to next meeting

H. Board Reports, Correspondence, and Communications

Charmon received an email from Rod Cardenas, because of his new position he will need to step down from the board. Charmon would like to hold his resignation, and add an agenda item to next month's meeting, because it is due to the day of the week the meeting is being held.

J. Advisory and Auxiliary Reports

1. University Charter Schools Education Foundation

None

2. School Advisory Council

We met last week. We have added two new members; the next meeting is December 8.

3. Parent, Teacher, Student Association

We met this morning. We are getting ready for the Color Run & the December Holiday Boutique.

4. Other

None

II. Regular Session

A. Consent Agenda

1. Minutes of the October 14, 2015 Regular Meeting

Moved by Jeanne Adams Seconded by Marie Francois

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

B. Action Items

1. **Topic/Agenda Item:** Review and Approval of the September & October Financials for UPS & UCMS 2015-2016

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 September & October Financials.

This item was moved to next meeting.

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

2. **Topic/Agenda Item:** Review and Approval of the UPS & UCMS Audit for 2014-2015

Personnel Involved: Irina Castillo/Charmon Evans/Cathy Cartwright/Howard Hartzfeld

Issues Involved/Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation: The Directors' and Audit Committee recommend approval of the 2014-2015 Audit for UPS & UCMS. The Audit Committee met with Irina before this meeting. The Audit was clean with no findings. A short discussion followed.

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

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

3. Topic/Agenda Item: Review and Approval of revision #000 Parent Involvement Policy, Title 1

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 the revision #000 Parent Involvement Policy, Title 1. A short discussion followed.

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

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

4. Topic/Agenda Item: Review and Approval of revision #903 Conflict of Interest Code of Interest Code Policy

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 revision #903 Conflict of Interest Code Policy. Charmon explained that the necessary changes have been made. A short discussion followed.

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

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

5. **Topic/Agenda Item:** Review and Approval of the University Preparation Charter School Petition from 2016-2021

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 the University Preparation Charter School Petition from 2016-2021. Charmon stated the Charter is finally finished. A letter will go out to families on November 30 inviting them to the PVSD board meeting on December 8th where our Charter renewal will be discussed. All Board Members are encouraged to come to the meeting. A lengthy discussion followed.

Moved by Cathy Cartwright Seconded by Jeanne Adams

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

6. **Topic/Agenda Item:** Review and Approval of the UCMS Cheer JAMZ Nationals Fieldtrip to Las Vegas Nevada February 29-March 1, 2016

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 the UCMS Cheer JAMZ Nationals fieldtrip to Las Vegas, Nevada February 29 through March 1. The cheer team has team has participated in this the last 2 years. Each student has at least one parent attend the fieldtrip. A short discussion followed.

Moved by Jeanne Adams Seconded by Howard Hartzfeld

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

C. Discussion/Information

1. Topic/Agenda Item: LCAP

Personnel Involved: Charmon Evans
Moved to next meeting

2. Topic/Agenda Item: Research Project

Personnel Involved: Michelle Dean
Moved to next meeting

3. Topic/Agenda Item: University Charter Schools Education Foundation

Personnel Involved: Gayle Hughes
Moved to next meeting

ADJOURN OPEN SESSION: 2:00

III. Closed Session

A. Topic/Agenda Item: Possible Litigation

Personnel Involved: Directors
No Action Taken

RECONVENE OPEN SESSION: 2:01

IV. Board of Directors Announcements/Remarks **None**

VI. Future Agenda Items: Next Meeting, December 9, 2015, 1:30-4:00

VII. Adjournment: 2:02 p.m.