

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, October 13, 2014

I. Opening Procedures

1. 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 1:33pm

A. Agenda Additions/Adoption of Agenda

Jeanne asked to move B Action items 1 & 2 before Closed Session

Moved by Cathy Cartwright Secoded by Dax Jacobson

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Meryllyn Buchanan				x
Cathrine Cartwright	x			
Cheryl Kewley	x			
Dax Jacobson	x			

B. Pledge of Allegiance: Led by Jeanne Adams

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

Jeanne Adams	_x_	_
Meryllyn Buchanan	_	_x_
Cathy Cartwright	_x_	_
Cheryl Kewley	_x_	_
Dax Jacobson	_x_	_

Administration

Charmon Evans	_x_	_
Gayle Hughes	_x_	_
Veronica Solorzano	_x_	_

E. Public Comments

None

F. Spotlight on UCS-None

G. Directors' Reports

Gayle stated that UCMS has wonderful things happening, Super Hero Day, Locker Lottery Day and have been practicing the 4 B's. Be safe, Be respectful, Be responsible, Be an ally. Sports teams are doing well. Charmon stated we are in the middle of Parent/Teacher conferences. The Harvest Festival was a big success, we raised about \$8000. We have started Friday Gatherings at UPS, meeting at the blacktop. Every Friday all students start with a warm up with Ana, our PE teacher followed by the Perfect Attendance celebration and grade level awards. The last Friday of month is a Big Shoe Award for all grade bands. November 1 will have a booth at the Book Fest at Camarillo Community Center. November 13th Family Science Night will be held at UCMS at 6:00 and November 20th we are slated to give our annual report at the Pleasant Valley Board Meeting.

H. Board Reports, Correspondence, and Communications

None

I. Swearing in of New Board Member, Richard Urias

J. Advisory and Auxiliary Reports

1. University Charter Schools Education Foundation

None

2. School Advisory Council

Many new members, just about everyone attended last meeting, very intense group. Marvelous. Next meeting November 18th

3. Parent, Teacher, Student Association

Fundraisers, fundraisers...Topper's dine out Wednesday, October 15, Ballet Folklorico starting, 150 students enrolled

4. Other

None

II. Regular Session

A. Consent Agenda

1. Minutes of the September 8 , 2014 Regular Board Meeting

2. Check Register

Moved by Cathy Cartwright Seconded by Richard Urias

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Marilyn Buchanan				x
Cathrine Cartwright	x			
Dax Jacobson	x			
Cheryl Kewley	x			
Richard Urias	x			

B. Action Items

1. Topic/Agenda Item: Review & Approval of Board Candidate Carolyn Bernal for Community Position

Personnel Involved: Jeanne Adams/Charmon Evans

Issues Involved/Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation: The Directors' recommend that the board approve candidate Carolyn Bernal for the Community Position. Carolyn spoke for a few moments. A short discussion followed.

Moved by Dax Jacobson Seconded by Cathy Cartwright

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Marilyn Buchanan				x
Cathrine Cartwright	x			
Dax Jacobson	x			
Cheryl Kewley	x			
Richard Urias	x			

2. Topic/Agenda Item: Review & Approval of Board Candidate Rodrigo Cardenas for Parent Position

Personnel Involved: Jeanne Adams/Charmon Evans

Issues Involved/Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation: The Directors' recommend that the board approve candidate Rodrigo Cardenas for the Parent Position. Rodrigo spoke for a few moments. A short discussion followed.

Moved by Richard Urias Seconded by Dax Jacobson

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

Non Action Item: Swearing in of new Board Members

Carolyn Bernal & Rodrigo Cardenas

ADJOURN OPEN SESSION: 2:28

III. Closed Session

A. Topic/Agenda Item: Public Employee Review: Administration

Personnel Involved: Directors

Reconvened from Closed Session: 2:58

A. No Action taken

RECONVENE OPEN SESSION: BOARD REPORT OUT ON ACTION TAKEN IN CLOSED SESSION, IF ANY

3. Topic/Agenda Item: Review and Approval of the August 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 August Financials. Irina went over August financials. A short discussion followed.

Moved by Cathy Cartwright 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 the Board of Directors Meeting Calendar for 2014-2015

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 Board of Directors Meeting Calendar for 2014-2015. Two changes have been made to the calendar, December 8, is the Annual Organizational Meeting with elections and the April meeting has been changed to April 20.

Moved by Carolyn Bernal Seconded by Rodrigo Cardenas

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			

5. Topic/Agenda Item: Approval of the formation of Audit Committee for 2014-2015

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 Audit Committee for 2014-2015. Charmon stated that she has learned from several educational board workshops that a board committee needs to be established, an agenda posted and minutes taken for the audit committee. Three board members are needed. Dax Jacobson, Cathy Cartwright and Rodrigo Cardenas will serve on the Audit Committee. A short discussion followed.

Moved by Richard Urias Seconded by Carolyn Bernal

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

6. Topic/Agenda Item: Review and Approval of Revisions to Parent Involvement Policy, Title 1 #000

Personnel Involved: Gayle Hughes

Issues Involved/Fiscal Implications: (If Any)

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation: The Directors' recommend approval of the Parent Involvement Policy, Title 1 #000. Gayle stated that the policy has been reviewed by the SAC committee. Most changes are cosmetic/formatting not content. A short discussion followed.

Moved by Cathy Cartwright Seconded by Carolyn Bernal

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			

7. **Topic/Agenda Item:** Review and Approval of candidate's application for consideration of Board vacancies.

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 candidates moving forward for consideration to Board positions.

Tabled to next meeting

C. Discussion/Information

1. **Topic/Agenda Item: LCAP update**

Personnel Involved: Charmon Evans

Tabled to next meeting

2. **Topic/Agenda Item: Climate Survey**

Personnel Involved: Gayle Hughes

Tabled to next meeting

3. **Topic/Agenda Item: Title III Plan Update**

Personnel Involved: Gayle Hughes

Tabled to next meeting

IV. Board of Directors Announcements/Remarks

None

V. Future Agenda Items: Next Meeting, November 10, 2014

VI. Adjournment: 3:37 p.m.