

University Preparation School at CSU Channel Islands  
1099 Bedford Drive, Camarillo, CA 93010

**APPROVED** Minutes for the Meeting held on Friday, January 27, 2023  
Virtual Via ZOOM

**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 Regina Carver at 1:34

B. **Adoption of the Agenda**

**Moved by** *Marlo Hartsuyker* **Seconded by** *Regina Carver*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				x
Melinda Brookshire	x			
Regina Carver	x			
Marlo Hartsuyker	x			
Jessica Lavariega Monforti				x
Veronica Rauschenberger	x			
Jesús Torres	x			
Lindsay Walker	x			

C. **Pledge of Allegiance-** Led by Charmon Evans

<b>D. Roll Call</b>	<b>Present</b>	<b>Absent</b>
<b><u>Board Members</u></b>		
Jeanne Adams	_____	<u>  x  </u>
Melinda Brookshire	<u>  x  </u>	_____
Regina Carver	<u>  x  </u>	_____
Marlo Hartsuyker	<u>  x  </u>	_____
Jessica Lavariega Monforti	_____	<u>  x  </u>
Veronica Rauschenberger	<u>  x  </u>	_____
Jesús Torres	<u>  x  </u>	_____
Lindsay Walker	<u>  x  </u>	_____
<b><u>Administration</u></b>		
Charmon Evans	<u>  x  </u>	_____
Echo Reves	<u>  x  </u>	_____
Veronica Solorzano	_____	<u>  x  </u>

**E. Board Action Item: Pursuant to Government Code Section 54953(e)**

**The Charter School Board of Directors determines, in accordance with Government Code Section 54953(e)(1)(B), that meeting in person would present imminent risks to the health or safety of attendees. Pursuant to Government Code Section 54953(e)(3), the Board has also reconsidered the circumstances of the State of Emergency declared by the Governor on March 4, 2020 and finds the State of Emergency continues to directly impact the ability of the Directors to meet safely in person and/or that State or local officials continue to impose or recommend measures to promote social distancing.**

**Director's Recommendation:** The Executive Director recommends approval of Government Code Section 54953.

**Moved by Marlo Hartsuyker Seconded by Lindsay Walker**

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams				x
Melinda Brookshire	x			
Regina Carver	x			
Marlo Hartsuyker	x			
Jessica Lavariega Monforti				x
Veronica Rauschenberger	x			
Jesús Torres	x			
Lindsay Walker	x			

**F. Public Comments – This is a chance for any members of the public in attendance to speak to the Board on items not included on the agenda. Board members are limited in their response pursuant to the Brown Act requirements.**

If you would like to make a public comment, you will need to raise your hand in zoom. You then will be called on by the board president.

**G. Directors' Reports**

Charmon-A lot of holiday festivities and performances this week and more next week. We had a Charter Schools Association Representative visit us this week. I had an opportunity to brag about our school. It is lottery season! We are working on applications and a new ad.

Echo- We are continuing our work with Ricky Robertson on our PD date January 9. Training with teachers, to learn how to deal with the students' needs and behavior in the classroom. In addition, we have been meeting with teachers on Professional Growth Plans. We also have had Soul Shoppe with SEL learning. Looking at GLAD strategies to help support our learning.

Veronica- A lockdown was held this month, with the police department. The teachers did well. I noticed some things that need to be fixed, and I have put in work orders to PVSD. Gearing up for our Key Experience trips. CIMI trip for fifth grade students

parent education night to discuss details of the trip, looking for parent volunteers. Parents will need to be finger-printed. Chaperone meeting next week. Our third graders will go to Santa Cruz Islands, January 13, 2023. On February second, several high school counselors will be here to speak with our eighth-grade students.

**H. Swearing in of new Board Member Brian Sevier  
Talya has left for one semester.**

**I. Board Reports, Correspondence, and Communications**  
None

**J. Advisory and Auxiliary Reports**

**1. School Site Council**

We did not have a December meeting.

**2. ELAC**

No meeting in December

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

Executive Board Meeting, Marie Calendar and See's candy fundraiser. Spirit wear should be in next week.

**II. Regular Session**

**A. Consent Agenda (1:45-1:50)**

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.

**1. Minutes of the December 16, 2022, Regular Board Meeting**

**2. Purchases to Ratify, November**

**3. New hires for the 2022-2023 school year**

**Moved by Mindy Brookshire Seconded by Brian Sevier**

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				x
Melinda Brookshire	x			
Regina Carver	x			
Marlo Hartsuyker	x			
Jessica Lavariega Monforti				x
Veronica Rauschenberger	x			
Brian Sevier	x			
Jesús Torres				
Lindsay Walker	x			

**B. Items for Action, Discussion and or Information**

**1. Topic/Agenda Item: Review and approval of the November and December Financials for UPCS (1:50-2:05)**

**Personnel Involved:** Lisa Boulos

**Fiscal Implications:**

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

**Options or Solutions (If applicable):**

**Director's Recommendation:** The Executive Director recommends approval of the November and December Financials for UPCS. Lisa went over the financials. A brief discussion followed.

**Moved by** *Veronica Rauschenberger* **Seconded by** *Mindy Brookshire*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				x
Melinda Brookshire	x			
Regina Carver	x			
Marlo Hartsuyker	x			
Jessica Lavariega Monforti				x
Veronica Rauschenberger	x			
Brian Sevier	x			
Jesús Torres				x
Lindsay Walker	x			

**2. Topic/Agenda Item: Review and Approval of the School Accountability Report Card, SARC**

**Personnel Involved:** Lisa Boulos/Charmon Evans

**Fiscal Implications:**

**Director's Recommendation:** The Executive Director recommends approval of the School Accountability Report Card, SARC. Charmon went over the SARC, several questions from the new board members.

**Moved by** *Brian Sevier* **Seconded by** *Melinda Brookshire*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				x
Melinda Brookshire	x			
Regina Carver	x			
Marlo Hartsuyker	x			
Jessica Lavariega Monforti				x
Veronica Rauschenberger	x			
Brian Sevier	x			
Jesús Torres				x
Lindsay Walker	x			

3. **Topic/Agenda Item: Review and Approval of the School Calendar Theme for 2023-2026**

**Personnel Involved:** Charmon Evans

**Fiscal Implications:**

**Options or Solutions (If applicable):**

**Director's Recommendation:** The Executive Director recommends approval of the School Calendar Theme for 2023-2026. Charmon explained that every three years we send out a survey to staff and parents regarding the school calendar. An overwhelming amount want to keep all in place. A brief discussion followed.

**Moved by Marlo Hartsuyker Seconded by Brian Sevier**

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				x
Melinda Brookshire	x			
Regina Carver	x			
Marlo Hartsuyker	x			
Jessica Lavariega Monforti				x
Veronica Rauschenberger	x			
Brian Sevier	x			
Jesús Torres				x
Lindsay Walker	x			

4. **Topic/Agenda Item: Review and approval of the 2023-2024 School Calendar**

**Personnel Involved:** Charmon Evans

**Fiscal Implications:**

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

**Options or Solutions (If applicable):**

**Director's Recommendation:** The Executive Director recommends approval of the 2023-2024 School Calendar.

**Moved by Lindsay Walker Seconded by Brian Sevier**

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				x
Melinda Brookshire	x			
Regina Carver	x			
Marlo Hartsuyker	x			
Jessica Lavariega Monforti				x
Veronica Rauschenberger	x			
Brian Sevier	x			
Jesús Torres				x
Lindsay Walker	x			

**5. Topic/Agenda Item: Arts, Music, and Instructional Materials  
Discretionary Block Grant**

**Personnel Involved:** Charmon Evans

Charmon stated that we are at the beginning stages of writing this plan. A plan is required before we can spend any of the monies through 2026.

**III. Directors Announcements/Remarks**

Marlo stated the VCOE is hosting the third annual Equity Diversity Inclusion on Tuesday from 3:00-6:30 pm

**IV. Future Agenda Items: Next Meeting, February 24, 2023**

**V. Adjournment: 2:30**