

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

Minutes for the Meeting held on Friday October 22, 2021  
Virtual Via ZOOM

**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 Jesus Torres at 1:36p.m

**B. Adoption of Agenda**

*Moved by Jeanne Adams Seconded by Marlo Hartsuyker*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Talya Drescher				x
Marlo Hartsuyker	x			
Brian Sevier				x
Jesus Torres	x			
Lindsay Walker	x			

**C. Pledge of Allegiance-**Led by Mrs. Johnson's class

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

Jeanne Adams	<u>  x  </u>	<u>      </u>
Regina Carver	<u>  x  </u>	<u>      </u>
Talya Drescher	<u>      </u>	<u>  x  </u>
Marlo Hartsuyker	<u>  x  </u>	<u>      </u>
Brian Sevier	<u>      </u>	<u>  x  </u>
Jesus Torres	<u>  x  </u>	<u>      </u>
Lindsay Walker	<u>  x  </u>	<u>      </u>

**Administration**

Charmon Evans	<u>  x  </u>	<u>      </u>
Darlene Hale	<u>  x  </u>	<u>      </u>
Veronica Solorzano	<u>  x  </u>	<u>      </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 Jesus Torres Seconded by Jeanne Adams*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Talya Drescher				x
Marlo Hartsuyker	x			
Brian Sevier				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 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 stated that busy last 7 days. Parent teacher conference via zoom. Probably keep the Zoom going after pandemic. Works well with parents. Has help families. Resilience Work, focus for this year. We had Ricky Robertson; Admin team has been working with him on Zoom. Teachers were sent a survey and then met with admin. They are suggesting changes, tap in and tap out. It is hard to always keep yourself your best self. Teachers are permitted to call office for a 5-minute break, with the "A" stepping into classroom. Tap In-extra support in classroom. Pandemic has been hard on teachers and Admin. We are creating a formal process for that. We are going to reestablish the Leadership Team. We need a team of teacher's representatives that work with A team to make school wide decisions together. All teams would have a representative. The team will receive a stipend because we may work afterschool. We have started brainstorming

on issues. Boys and Girls club has donated bleacher outdoor. We will be able to donate some of our benches to them. We are working on Prop 39 initial due November 1; process can take several months. Once initial ask is sent, we will speed ourselves through the request. We think we will get 4 years to the end of the charter. We are switching to a new paychecks system. Will streamline some steps for us. Has not been an easy transition. November 15 payroll will be first. Next Monday will start the delivery of the new furniture that was bought with PVSD Bond monies. Hopefully they will only need until Friday. Wants to give Bryce kudos. He has been moving a lot of furniture this week. We have been working with the district to turn two closets in B wing to a special Ed office. The district has started, and this should be done soon, office will be about the size of Darlene's office. School Psychologist. If it works well, we may do the same in the C wing. Will cost us about \$7000.00. It will be well worth the cost. Also very exciting, after school enrichment/Intervention will be launching November 1<sup>st</sup>. Art Trek, sports club, bricks for kids, arts/crafts, Gaming, Spanish Intervention, Homework club. Opportunities to work on social/emotional. Shout out to Katie Koch for organizing all of this. A lot of google forms, lotteries, allot of coordination. Darlene would like to Fall Break Intervention next week for EL Students. Also, the library will open next week. Started teacher collaboration. We have several Parent Ed meetings scheduled. December, with Soul Shoppe. Clean Air program was awesome. Veronica-shout out to Deanna Grimshaw for planning the Red Ribbon Week! We held the California Shake out! 10/21 at 10:21. Pumpkin patch in the Garden! The day before Fall Break

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

None

#### **I. Advisory and Auxiliary Reports**

##### **1. School Site Council**

This week on Tuesday. Great turnout, very exciting! New members this year. Tom and Ernesto. Both stepped up to start after school programs. Fun thing when I was speaking of afterschool. He said he could run a club on aeronautics. Ernesto, career college and college preparation. This week a lot of education for all, first meeting responsibilities. Second meeting on how we spend all the pots of money. Great Meeting.

2. **ELAC**

Not as successful. Hard to gather people to come to meeting. Trying to think outside the box to get parents to participate. We had better success when they were in person.

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

Trunk or treat instead of Harvest Festival. We have a promo to share. The video was great! Shout out to Heather Gout for spearheading this event. On UPTV everyday for kids to see. Next meeting Dec 15, meeting and then Soul Shoppe.

## II. Regular Session

A. **Consent Agenda**

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 September 24, 2021, Regular Board Meeting**

2. **Donations**

**Moved by Jeanne Adams Seconded by Marlo Hartsuyker**

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Talya Drescher				x
Marlo Hartsuyker	x			
Brian Sevier				x
Jesús Torres	x			
Lindsay Walker	x			

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

1. **Topic/Agenda Item: September Financials for UPCS**

**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 September Financials for UPCS. First meeting of the

year, forecasting on our limited information. Enrollment is down, for all. Lisa went over all financials. A short discussion followed.

**Moved by Jeanne Adams Seconded by Brian Sevier**

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Talya Drescher				x
Marlo Hartsuyker	x			
Brian Sevier				x
Jesús Torres	x			
Lindsay Walker	x			

2. **Topic/Agenda Item: Review and approval of the ESSER III Expenditure Plan (2:00-2:15)**  
**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 ESSER III Expenditure Plan. A lot of language, same as LCAP.

**Moved by Lindsay Walker Seconded by Jeanne Adams**

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Talya Drescher				x
Marlo Hartsuyker	x			
Brian Sevier				x
Jesús Torres	x			
Lindsay Walker	x			

3. **Topic/Agenda Item: Review and approval of the update to Independent Study Policy #601 (2:15-2:25)**  
**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 updates to Independent Policy #601 This was sent to our lawyers. Highlighted areas are the changes. A lot of policy is for Long Term Independent Study

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

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Talya Drescher				x
Marlo Hartsuyker	x			
Brian Sevier				x
Jesús Torres	x			
Lindsay Walker	x			

**4. Topic/Agenda Item: Review and Approval of the updates to the COVID Prevention Plan (2:25-2:35)**

**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 updates to the COVID prevention Plan. Alignment of staff and guidance with quarantine.

Charmon Evans

Executive Director

***Moved by Jesus Torres Seconded by Marlo Hartsuyker***

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Talya Drescher				x
Marlo Hartsuyker	x			
Brian Sevier				x
Jesús Torres	x			
Lindsay Walker	x			

**5. Topic/Agenda Item: Review and approval of date change to the November Board of Directors Meeting from November 19 to November 18, 5:30-7:30 update (2:35-2:40)**

**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 date change to the November Board of Directors Meeting

**Charmon Evans**  
**Executive Director**

*Moved by Jesus Torres Seconded by Marlo Hartsuyker*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Talya Drescher				x
Marlo Hartsuyker	x			
Brian Sevier				x
Jesús Torres	x			
Lindsay Walker	x			

6. **Topic/Agenda Item: Final Report on Low Performing Student Grant Block Grant**  
**Personnel Involved:** Charmon Evans  
In 2018 we received this grant. 80,000 we received. Concerns we were using the \$\$ to provide services that did not qualify for Title 1 services. Found a way to use. Afterschool programs, summer schools, intervention. Final Report.
7. **Topic/Agenda Item: Executive Administrative Evaluation Annual Update**  
**Personnel Involved:** Charmon Evans, Talya Drescher, Jeanne Adams  
Spent two meetings together. I will write my evaluation around our motto for the year. Resilience, Recovery and Renewal.
8. **Topic/Agenda Item: Nominating Committee Update**  
**Personnel Involved:** Charmon Evans, Marlo Hartsuyker, Jeanne Adams  
**Marlo-**had a meeting last week nice talk, looked at the board to insure we are diverse with our board. Will come back with more information.
9. **Topic/Agenda Item: Local Control Accountability Plan (LCAP) regular update.**  
**Personnel Involved:** Charmon Evans  
Educator effectiveness will receive \$146,566. Primarily focused to Professional Development. DTS services. It must get to November meeting and December meeting. There is not a template as of today. The hope is to save the money for the out years.

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

**V. Future Agenda Items: Next Meeting, November 18, 2021, 5:30-7:30**

Jesus thanks to all board members.

**VI. Adjournment: 3:27**

**2. Topic/Agenda Item: Review and approval of the changes to the Unaudited Actuals for UPCS**

**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 changes to the Unaudited Actuals for UPCS. Lisa explained that this is basically the same information in a different format. A short discussion followed.

***Moved by Talya Drescher Seconded by Jesus Torres***

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams	x			
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			



Brian Sevier	x			
Jesús Torres	x			
Lindsay Walker				x

3. **Topic/Agenda Item: Review and Approval of Board Authorizations, Pursuant to Education Code Section 44256(b), the holder of a Multiple Subject Teaching Credential or a Standard Secondary Credential, who has completed 12 semester units, or 6 upper division or graduate units, of coursework at an accredited institution in each subject to be taught, is considered legally authorized to teach under this provision. The authorization shall be with the teacher's consent**  
Patricia Carrillo-English Language Arts/History

**Personnel Involved:** Charmon Evans

**Fiscal Implications:**

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

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

**Director's Recommendation:** It is recommended that the Governing Board authorize the teaching assignment for the teachers listed.  
A short discussion followed.

**Moved by** *Brian Sevier* **Seconded by** *Jeanne Adams*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Brian Sevier	x			
Jesús Torres	x			
Lindsay Walker				x

4. **Topic/Agenda Item: Review and Approval of Board Authorizations, Pursuant to Education Code Section 44258.2, the holder of a Single Subject Teaching Credential or a Standard Secondary Credential, who has completed 12 semester units, or 6 upper division or graduate units, of coursework at an accredited institution in each subject to be taught, is considered legally authorized to teach under this provision. The authorization shall be with the teacher's consent**  
Casandra Ferris-Dance

**Personnel Involved:** Charmon Evans

**Fiscal Implications:**

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

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

**Director's Recommendation:** It is recommended that the Governing Board authorize the teaching assignment for the teachers listed. Charmon explained that Casandra was originally approved under Multiple Subject, this is correction. A short discussion followed.

**Moved by Jesus Torres Seconded by Brian Sevier**

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Brian Sevier	x			
Jesús Torres	x			
Lindsay Walker				x

5. **Topic/Agenda Item:** Local Control Accountability Plan (LCAP) regular update.  
Charmon gave a brief overview of LCAP actions & services related to staffing challenges.

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

V. **Future Agenda Items: Next Meeting, October 22, 2021**

VI. **Adjournment: 2:44**