

University Preparation School at CSU Channel Islands
1099 Bedford Drive Camarillo, CA 93010
Board of Directors Meeting
University Preparation Charter School at CSU Channel Islands

November 17, 2023

1:30-4:00

Room E7

AGENDA

**Public Comment: Instructions for Addressing the Board of Directors and
Requesting Agenda Items**

If a member of the public wishes to speak about an item on the agenda, a Speaker Sheet should be completed, including the number of the agenda item, OR if wishing to speak to an item not on the agenda, stating the topic on which s/he wishes to speak. The Speaker Sheet should be presented to the Board Secretary prior to the start of the meeting.

Individual speakers will be allowed three (3) minutes to address the Board. The Board shall limit the total time for each agenda item to 20 minutes.

A member of the public wishing to place an item on the agenda should notify the University Preparation School office at least eight (8) days prior to the meeting date OR make such request when Future Agenda items are addressed. In accordance with Education Code 35145.5, the Board cannot enter a formal discussion or make a decision on any matter not on this agenda during this meeting. The Board may take action or refer to a later meeting any subject discussed in a presentation at this Board of Directors' meeting.

Any Agenda Item is to be considered a Potential Action Item.

A. Call to Order (1:30-1:40)

B. Adoption of the Agenda

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Melinda Brookshire				
Regina Carver				
Talya Drescher				
Ernesto Guerrero				
Marlo Hartsuyker				
Veronica Rauschenberger				
Lindsay Walker				
Celina Zacarias				

C. Pledge of Allegiance

D.	Roll Call	Present	Absent
	<u>Board Members</u>		
	Jeanne Adams	_____	_____
	Melinda Brookshire	_____	_____
	Regina Carver	_____	_____
	Talya Drescher	_____	_____
	Ernesto Guerrero	_____	_____
	Marlo Hartsuyker	_____	_____
	Veronica Rauschenberger	_____	_____
	Lindsay Walker	_____	_____
	Celina Zacarias	_____	_____
	<u>Administration</u>		
	Charmon Evans	_____	_____
	Echo Reves	_____	_____
	Veronica Solorzano	_____	_____

E. Public Comments

F. Directors' Reports

G. Board Reports, Correspondence, and Communications

H. Swearing in of Board Member-Regina Carver

I. Advisory and Auxiliary Reports

1. School Site Council
2. ELAC
3. Parent, Teacher, Student Association

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 September 29, 2023, Regular Board Meeting
2. New hires/personnel update

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Melinda Brookshire				
Regina Carver				
Talya Drescher				
Ernesto Guerrero				
Marlo Hartsuyker				
Veronica Rauschenberger				
Lindsay Walker				
Celina Zacarias				

B. Items for Action, Discussion and or Information

- Topic/Agenda Item: Presentation on strategies to address attendance and chronic absenteeism.**
Personnel Involved: Charmon Evans, Erica Chambers and Rebecca Kruse (1:50-2:05)
- Topic/Agenda Item: The Board will review the August, September and October financials, which includes Actuals, Variance, Check Register, Credit Card Register and Forecast for UPCS. (2:05-2:15)**
Personnel Involved: Lisa Boulos/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 August, September and October Financials for UPCS
Charmon Evans
Executive Director

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Melinda Brookshire				
Regina Carver				
Talya Drescher				
Ernesto Guerrero				
Marlo Hartsuyker				
Veronica Rauschenberger				
Lindsay Walker				
Celina Zacarias				

3. **Topic/Agenda Item: The Board will review the First Interim Financial Report. First Interim is due December 15 for the period ending October 31. The First Interim includes a certification of whether the LEA can meet its financial obligations. (2:15-2:25)**
Personnel Involved: Lisa Boulos/ 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 First Interim Financial Report.

Charmon Evans
Executive Director

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Melinda Brookshire				
Regina Carver				
Talya Drescher				
Ernesto Guerrero				
Marlo Hartsuyker				
Veronica Rauschenberger				
Lindsay Walker				
Celina Zacarias				

4. **Topic/Agenda Item: The Audit Committee will present the 2022-2023 Audit for review and approval as prepared by Christy White Associates (2:25-2:40)**
Personnel Involved: Charmon Evans, Regina Carver, Veronica Rauschenberger and Lindsay Walker
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 2022-2023 Audit.

Charmon Evans
Executive Director

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Melinda Brookshire				
Regina Carver				
Talya Drescher				
Ernesto Guerrero				
Marlo Hartsuyker				
Veronica Rauschenberger				
Lindsay Walker				
Celina Zacarias				

III. Directors Announcements/Remarks

**IV. Future Agenda Items: Next Meeting, December 15, 2023, 1:30-4:00pm
Annual Organizational Meeting**

V. Adjournment: