

University Preparation School at CSU Channel Islands
1099 Bedford Drive, Camarillo, CA 93010
APPROVED Minutes for the Meeting held on November 22, 2019
at the UPCS site, Room D2

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 1:32p.m.

B. Agenda Additions/Adoption of Agenda
Moved by Jeanne Adams Seconded by Brian Sevier

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Carolyn Bernal	x			
Marlo Hartsuyker	x			
Roberto Martinez				x
Brian Sevier	x			
Jesus Torres				x

C. Pledge of Allegiance

D. Roll Call	Present	Absent
<u>Board Members</u>		
Jeanne Adams	<u> x </u>	<u> </u>
Carolyn Bernal	<u> x </u>	<u> </u>
Marlo Hartsuyker	<u> x </u>	<u> </u>
Roberto Martinez	<u> </u>	<u> x </u> late
Brian Sevier	<u> x </u>	<u> </u>
Jesus Torres	<u> x </u>	<u> </u>

Administration

Charmon Evans	<u> x </u>	<u> </u>
Darlene Hale	<u> </u>	<u> x </u>
Veronica Solorzano	<u> </u>	<u> x </u>

E. Public Comments

None

F. Spotlight

There was no Spotlight

G. Director's Report

Charmon stated that we had Parent/Teacher conferences, Fall Break and we also missed three days of school due to the local fires. We followed the same schedule as PVSD. A big thank you to Roberto and the Boy's and Girl's club for opening their doors to all students. Today is pajama day, and a lot of feasting is also happening around campus. We will back from Fall Break on December 2 and leave for winter break on December 19th. December 11th we will hold a Parent Education Night on Internet Safety.

H. Board Reports, Correspondence, and Communications

None

I. Swearing in of new Board Member, Regina Carver

Regina fills the Pleasant Valley School District position

J. Advisory and Auxiliary Reports

1. School Site Council

We needed to run a second election due to an error with a members years of service. We welcomed the new parent at the meeting this week. We went over the parent policy, test scores and the Federal Addendum.

2. ELAC

We had our meeting last Friday, pretty good turnout with a few new faces.

3. Parent, Teacher, Student Association

Due to the local fires we cancelled the Harvest Festival. This is a big fundraiser for UPCS. PTSA is getting ready for the Festival of Lights on December 6th.

II. Regular Session

A. Consent Agenda

1. Minutes of the September 27, 2019 Regular Board Meeting

Moved by Jeanne Adams Seconded by Jesús Torres

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Carolyn Bernal	x			
Regina Carver	x			
Marlo Hartsuyker	x			
Roberto Martinez				x
Brian Sevier	x			
Jesús Torres	x			

B. Items for Action, Discussion and or Information

- 1. Topic/Agenda Item:** September and October Financials for UPCS, check register, credit card statement

Personnel Involved: Lisa Boulos

Issues Involved/Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of the September and October Financials for UPCS. Lisa went over handouts. A short discussion followed.

Moved by Brian Sevier Seconded by Jeanne Adams

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Carolyn Bernal	x			
Regina Carver	x			
Marlo Hartsuyker	x			
Roberto Martinez				x
Brian Sevier	x			
Jesús Torres	x			

2. **Topic/Agenda Item:** Review and Approval of the 1st Interim Financial Report for UPCS

Personnel Involved: Lisa Boulos

Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation: Administration recommends approval of the 1st Interim Financial Report for UPCS. Lisa explained that this is essentially the October Financials in a different format. A short discussion followed

Moved by *Marlo Hartsuyker* **Seconded by** *Jesús Torres*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Carolyn Bernal	x			
Regina Carver	x			
Marlo Hartsuyker	x			
Roberto Martinez			x	
Brian Sevier	x			
Jesús Torres	x			

3. **Topic/Agenda Item:** LCAP Actions and Services Revisions

Personnel Involved: Charmon Evans

Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation:

NO ACTION TAKEN

4. **Topic/Agenda Item:** 2018-2019 Audit for UPCS

Personnel Involved: Charmon Evans

Issues Involved/Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of the 2018-2019 Audit for UPCS. Charmon stated that we had no findings. A short discussion followed.

Moved by Marlo Hartsuyker Seconded by Brian Sevier

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Carolyn Bernal	x			
Regina Carver	x			
Marlo Hartsuyker	x			
Roberto Martinez	x			
Brian Sevier	x			
Jesús Torres	x			

5. Topic/Agenda Item: Nomination for new Board Secretary

Personnel Involved: Charmon Evans

Issues Involved/Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of the new Board Secretary. Marlo Hartsuyker was elected new Board Secretary. A short discussion followed.

Moved by Jeanne Adams Seconded by Brian Sevier

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Carolyn Bernal	x			
Regina Carver	x			
Marlo Hartsuyker	x			
Roberto Martinez	x			
Brian Sevier	x			
Jesús Torres	x			

6. Topic/Agenda Item: Goals and objectives for Investments

Personnel Involved: Investment Committee, Charmon Evans, Lisa Boulos, Marlo Hartsuyker, Roberto Martinez and Jesús Torres

Issues Involved/Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends the board establish investment goals and objectives. The Investment Committee met on November 6, they would like input on what are the goals and priorities of the committee. A lengthy discussion followed.

NO ACTION NEEDED

7. **Topic/Agenda Item:** Parent and Family Engagement Policy #000, Title 1

Personnel Involved: Charmon Evans

Issues Involved/Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of changes to the Parent and Family Engagement Policy #000, Title 1, made by SSC. The SSC committee looked over and added only Coffee with the Director. A short discussion followed.

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

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Carolyn Bernal	x			
Regina Carver	x			
Marlo Hartsuyker	x			
Roberto Martinez	x			
Brian Sevier	x			
Jesús Torres	x			

8. **Topic/Agenda Item: Test Scores**

Personnel Involved: Charmon Evans

Charmon presented results from the 2018-2019 CAASPP scores.

9. **Topic/Agenda Item: Review of approved Federal Addendum for 2019-2020**

Personnel Involved: Charmon Evans

This is for review, has already been approved by board. SSC committee reviewed this week and needs to be approved by CDE.

IV. Board of Directors Announcements/Remarks

None

V. Future Agenda Items: Next Meeting, An annual Organizational Meeting, December 13, 2019

VI. Adjournment: 3:41p.m.