

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

**APPROVED MINUTES** for the Meeting held on Friday, December 13, 2024

**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 Veronica Rauschenberger at 1:33pm.

<b>B. Roll Call</b>	<b>Present</b>	<b>Absent</b>
<b><u>Board Members</u></b>		
Jeanne Adams	<u>  x  </u>	<u>      </u>
Regina Carver	<u>  x  </u>	<u>      </u>
Talya Drescher	<u>      </u>	<u>  x  </u>
Christina Gonzalez-Ornelas	<u>  x  </u>	<u>      </u>
Ernesto Guerrero	<u>      </u>	<u>  x  </u>
Veronica Rauschenberger	<u>  x  </u>	<u>      </u>
Celina Zacarias	<u>  x  </u>	<u>      </u>
<b><u>Administration</u></b>		
Charmon Evans	<u>  x  </u>	<u>      </u>
Echo Reves	<u>      </u>	<u>  x  </u>
Veronica Solorzano	<u>      </u>	<u>  x  </u>

- C. Adoption of the Agenda**

**Moved by** *Celina Zacarias* **Seconded by** *Regina Carver*

<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
Christina Gonzalez-Ornelas	x			
Ernesto Guerrero				x
Veronica Rauschenberger	x			
Celina Zacarias	x			

- D. Pledge of Allegiance-** Led by Veronica Rauschenberger

- E. Public Comments**  
None

**F. Directors' Reports**

**G. Board Reports, Correspondence, and Communication**

**H. Swearing in of new Board Member-Dr. Kristopher Yeager, CSUCI School of Education Representative**

**I. Advisory and Auxiliary Reports-Nothing to report**

1. **School Site Council**-The meeting is next week.
2. **ELAC**-Echo was not present.
3. **Parent, Teacher, Student Association**-Currently no major activities.

**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 from the Regular Board Meeting, November 22, 2024**
2. **Human Resources Activity Report**

**Moved by Jeanne Adams Seconded by Christina Gonzalez-Ornelas**

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams	x			
Regina Carver	x			
Christina Gonzalez-Ornelas	x			
Ernesto Guerrero				x
Veronica Rauschenberger	x			
Kristopher Yeager	x			
Celina Zacarias	x			

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

1. **Topic/Agenda Item: Elections for the Board of Directors January 2025-December 2025, Chair, Vice Chair, Treasurer and Secretary**  
**Personnel Involved:** Charmon Evans  
**Fiscal Implications:**  
**Options or Solutions (If applicable):**  
**Director's Recommendation:** It is recommended that the Board of Directors elect a Chair, Vice chair, Treasurer and Secretary from January 2025-December 2025. It is recommended that the slate stay the same for

2025. Chair, Veronica Rauschenberger, Vice Chair, Regina Carver, Secretary, Ernesto Guerrero and Treasurer, Jeanne Adams.

**Moved by** *Celina Zacarias* **Seconded by** *Veronica Rauschenberger*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Christina Gonzalez-Ornelas	x			
Ernesto Guerrero				x
Veronica Rauschenberger	x			
Kristopher Yeager	x			
Celina Zacarias	x			

**2. Topic/Agenda Item: Review and Approval of the Board of Director Calendar for 2025**

**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 Board of Director Calendar for 2025. Board chair asked to provide two evening meetings. She also asked that the evening meeting start at 3:30. All other meetings will continue to start at 1:30. A brief discussion followed.

**Moved by** *Christina Gonzalez-Ornelas* **Seconded by** *Celina Zacarias*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Christina Gonzalez-Ornelas	x			
Ernesto Guerrero				x
Veronica Rauschenberger	x			
Kristopher Yeager	x			
Celina Zacarias	x			

3. **Topic/Agenda Item:** Review and Approval of Policy #105 Uniform Complaint Policy and Procedures  
**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 Policy #105 Uniform Complaint Policy and Procedures. This is back from the lawyers with a good list of procedures. A decision tree is needed for complaint policies and procedures.

**Moved by** *Celina Zacarias* **Seconded by** *Jeanne Adams*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Christina Gonzalez-Ornelas	x			
Ernesto Guerrero				x
Veronica Rauschenberger	x			
Kristopher Yeager	x			
Celina Zacarias	x			

4. **Topic/Agenda Item: Person First vs Identity First Language Presentation**  
**Personnel Involved:** Emily Adams, Christine Rorabaugh and Cassandra Waddell. The team gave a brief presentation.
5. **Topic/Agenda Item: First Reading of Policy #106 General Complaint Policy**  
**Personnel Involved:** Charmon Evans  
A decision-making tree will be established within the policy. All staff will review the new policy.
6. **Topic/Agenda Item: Expanded Learning Opportunity Grant Plan Update with actuals**  
**Personnel Involved:** Charmon Evans/Lisa Boulos  
This plan shows how we have spent the monies from the grant. All funds have been spent.
7. **Topic/Agenda Item: California Schools Dashboard Presentation**  
**Personnel Involved:** Echo Reves/Charmon Evans  
Charmon gave a brief presentation of the dashboard.

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

None

**IV. Future Agenda Items: Next Meeting, January 31, 2025, 1:30-4:00pm, in the  
UPCS Library  
Happy Holidays!**

**V. Adjournment: 2:38pm**