

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

Minutes for the Meeting held on Friday, February 23, 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 1:43pm

B. **Adoption of the Agenda**

**Moved by** *Mindy Brookshire* **Seconded by** *Talya Drescher*

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

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

D. **Roll Call**  
**Board Members**

	Present	Absent
Jeanne Adams	<u>  x  </u>	<u>      </u>
Melinda Brookshire	<u>  x  </u>	<u>      </u>
Regina Carver	<u>      </u>	<u>  x  </u>
Talya Drescher	<u>  x  </u>	<u>      </u>
Ernesto Guerrero	<u>      </u>	<u>  x  </u>
Marlo Hartsuyker	<u>      </u>	<u>  x  </u>
Veronica Rauschenberger	<u>  x  </u>	<u>      </u>
Lindsay Walker	<u>  x  </u>	<u>      </u>
Celina Zacarias	<u>  x  </u>	<u>      </u>

**Administration**

Charmon Evans	<u>  x  </u>	<u>      </u>
Echo Reves	<u>      </u>	<u>  x  </u>
Veronica Solorzano	<u>      </u>	<u>  x  </u>

**E. Public Comments-None**

**F. Directors' Reports**

Charmon-we are thinking of ways to spend covid dollars. We have ordered chrome books, touch screens for all primary year students. All teachers and office staff will get new computers, we would like each teacher to have two new running computers. We also will order new iPad for early years students.

Becca-data chats with all grade levels. We have two intervention teachers left to complete data chats. Tonight is our Talent Show for all grades. We have contracted with the Camarillo Community Center for this event.

Charmon wanted to make sure and thank Lindsay for her service on the board.

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

None

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

1. **School Site Council**-We will meet next week. The safety committee met this week.
2. **ELAC**-The meeting is next week.
3. **Parent, Teacher, Student Association**-They are still in need of Executive Board Members. Continuing with various dine outs and Ballet Folklorico.

**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 January 26, 2024, Regular Board Meeting**

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

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

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

### 1. Topic/Agenda Item: Review and Approval of the January Financials for UPCS

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

**Fiscal Implications:**

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

**Director's Recommendation:** The Executive Director recommends approval of the January Financials for UPCS. Lisa stated that the Governor's May revise will change funding. A lengthy discussion followed.

**Moved by** *Celina Zacarias* **Seconded by** *Mindy Brookshire*

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

### 2. Topic/Agenda Item: Review and Approval of the Second Interim

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

**Fiscal Implications:**

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

**Director's Recommendation:** The Executive Director recommends approval of the Second Interim. Lisa explained this has the same numbers, just a different format. A short discussion followed.

**Moved by** *Lindsay Walker* **Seconded by** *Regina Carver*

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

3. **Topic/Agenda Item: Review and Approval of the 2024-2025 Comprehensive School Safety Plan**

**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 Comprehensive School Safety Plan. Charmon stated the School Site Council has reviewed, only a change made to the evacuation map. A short discussion followed.

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

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

4. **Topic/Agenda Item: Review and Approval of the 2024-2025 draft 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 2024-2025 draft school calendar. Charmon stated that we adopt a three-year theme for the calendar. A short discussion followed.

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

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

5. **Topic/Agenda Item: Review and Approval of Revision to #102 Classroom and School Observation and Visitation, Volunteer, and Removal Policy**

**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 revision to #102 Classroom and School Observation and Visitation, Volunteer, and Removal Policy. Charmon stated that she is sending several policies to our lawyers for their review. A short discussion followed.

**Moved by** *Celina Zacarias* **Seconded by** *Mindy Brookshire*

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

6. **Topic/Agenda Item: Review and Approval of Revision to #503 Immunization Policy**

**Personnel Involved:** Charmon Evans

**Fiscal Implications:**

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

**Director's Recommendation:** The Executive Director recommends approval of revision to #503 Immunization Policy

Charmon stated that she is sending several policies to our lawyers for their review. A short discussion followed.

**Moved by** *Lindsay Walker* **Seconded by** *Mindy Brookshire*

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

7. **Topic/Agenda Item: Review and Approval of Revision to #505 Administration of Medication Policy**  
**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 revision to #505 Administration of Medication Policy. Charmon stated that she is sending several policies to our lawyers for their review. A short discussion followed.

**Moved by Celina Zacarias Seconded by Mindy Brookshire**

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

8. **Topic/Agenda Item: Review and Approval of Revision to #508 Policy Parent/Student Rights in Identification, Evaluation, Accommodation and Placement Policy**  
**Personnel Involved:** Charmon Evans  
**Fiscal Implications:**  
**Impact on School Mission, Vision or Goals, (If Any):**  
**Director's Recommendation:** The Executive Director recommends approval of revision to #508 Policy. Charmon stated that she is sending several policies to our lawyers for their review. A short discussion followed.

**Moved by Celina Zacarias Seconded by Mindy Brookshire**

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

9. **Topic/Agenda Item:** Discussion of the Local Accountability Plan (LCAP) and the Local Control Funding Formula Budget Overview for Parents (BOP)  
**Background:** Senate Bill 114 (2023) added Education Code 52062 (a) (6) requiring the district to present a report on the annual update to the Local Control and Accountability Plan (LCAP) and the local control funding formula Budget Overview for Parents (BOP) on or before February 28 each at a regularly scheduled meeting of the governing board or body of the LEA. The report includes both of the following:

All available midyear outcome data related to metrics identified in the current LCAP; and all available midyear expenditure and implementation data on all actions identified in the current LCAP.

**Personnel Involved:** Charmon Evans/Lisa Boulos/Echo Reves  
Charmon led a very lengthy discussion.

## **ADJOURN OPEN SESSION-3:05**

### **II. Closed Session**

- A. **Topic/Agenda Item: Public Employee/Employment/Review Mid-Year Administrative Review, Executive Director Update**

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

## **RECONVENE OPEN SESSION: BOARD REPORT OUT ON ACTION TAKEN IN CLOSED SESSION, IF ANY-NO Action Taken-3:26pm**

### **III. Directors Announcements/Remarks**

### **IV. Future Agenda Items: Next Meeting, March 22, 2024**

### **V. Adjournment: 3:29 pm**

DRAFT