

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

APPROVED Minutes for the Meeting held on Friday March 26, 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 1:38p.m. This meeting was held by teleconference in accordance with the Executive Orders N-25-20 and N-29-20.

B. Adoption of Agenda

Moved by Jeanne Adams Seconded by Talya Drescher

| 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

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

| | | |
|------------------|---------------|---------------|
| Jeanne Adams | <u> x </u> | <u> </u> |
| Regina Carver | <u> x </u> | <u> </u> |
| Talya Drescher | <u> x </u> | <u> </u> |
| Marlo Hartsuyker | <u> </u> | <u> x </u> |
| Brian Sevier | <u> x </u> | <u> </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> </u> | <u> x </u> |

E. Public Comments

No emails
No Public Comment

F. Directors Reports

Charmon state we are sending out information for Spring School. It is intervention for current students. It will be both weeks 100% percent distance learning. We had an amazing Spirit day for the Middle School Zoom. The students had lots of fun. We held a virtual staff meeting, a celebration with all staff. One of our parents has arranged for Mr. Softee to come out next Friday as a thank you to staff. We need to assemble the Audit Committee and the Nominating Committee. The audit committee, Jesus, Brian and Regina, the nominating committee, Marlo, Lindsay and Jeanne. PVSD has a few projects on campus during the summer using the bond dollars. They are resurfacing all the blacktops, new black fencing and new carpet in classrooms. Lastly, I have a meeting with PVSD on Monday to negotiate the MOU, Memorandum of Understanding.

G. Board Reports, Correspondence, and Communications

None

H. Advisory and Auxiliary Reports

1. School Site Council

Met this week. Working on LCAP, brainstorming session.

2. ELAC

Meeting next week.

3. Parent, Teacher, Student Association

See's candy fundraiser raised \$1200 and nominations for new members have been completed.

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 February 26, 2021 Regular Board Meeting

2. IRS Form 990

Moved by Jeanne Adams Seconded by Jesus Torres

| 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: Review and Approval of the February Financials and Funding Updates

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 February financials and Funding Updates. Lisa went over all handouts. Charmon and Lisa went over the new funding sources available to us this year. A short discussion followed.

Moved by *Talya Drescher* **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 | | | |

2. Topic/Agenda Item: Review and Approval of a continued contract with Christy White Associates for audit purposes of 2020-2021

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 continued contract with Christy White Associates. A short discussion followed.

Moved by *Jeanne Adams* **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 | | | |

3. **Topic/Agenda Item:** Review and Approval of the Instructional Minutes for 2021-2022

Personnel Involved: Charmon Evans

Fiscal Implications:

Impact on School Mission, Vision or Goals:

Director's Recommendation: The Executive Director recommends approval of the Instructional Minutes 2020-2021. We are thinking positively. 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 the 2021-2022 School Calendar for UPCS

Personnel Involved: Charmon Evans

Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of the 2021-2022 School Calendar for UPCS. Charmon stated that this a regular schedule. A short discussion followed.

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 | | | |

5. **Topic/Agenda Item:** Review and Approval of a Retroactive Raise of 4%, for all staff effective July 1, 2020

Personnel Involved: Charmon Evans

Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of the retroactive raise of 4% effective July 1, 2020. A short discussion followed.

Moved by *Jeanne Adams* **Seconded by** *Talya Drescher*

| 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: LCAP Update**

Personnel Involved: Charmon Evans

We sent surveys to teachers for their input, incredible responses.

7. **Topic/Agenda Item: COVID-19 Update**

Personnel Involved: Charmon Evans

We are making shifts to recess and lunch; changes are always happening.

IV. Board of Directors Announcements/Remarks

None

V. Future Agenda Items: Next Meeting, April 30, 2021, 1:30-4:00

VI. Adjournment: 3:26 p.m.