

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

APPROVED Minutes for the Meeting held on Friday April 26, 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 1:39p.m.

B. Agenda Additions/Adoption of Agenda

Moved by Jeanne Adams Seconded by Marlo Hartsuyker

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Carolyn Bernal	x			
Cathrine Cartwright				x
Michelle Dean				x
Marlo Hartsuyker	x			
Howard Hartzfeld	x			
Roberto Martinez				x
Brian Sevier				x
Jesus Torres	x			

C. Pledge of Allegiance

D. Roll Call Present Absent

Board Members

Jeanne Adams	<u> x </u>	<u> </u>
Carolyn Bernal	<u> x </u>	<u> </u>
Cathrine Cartwright	<u> </u>	<u> x late </u>
Michelle Dean	<u> </u>	<u> x </u>
Marlo Hartsuyker	<u> x </u>	<u> </u>
Howard Hartzfeld	<u> x </u>	<u> </u>
Roberto Martinez	<u> </u>	<u> x </u>
Brian Sevier	<u> </u>	<u> x </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> x </u>	<u> </u>

E. Public Comments

None

**F. Spotlight-Annie Ransom/Roann Bender 6th grade students-
Environmental Science Information**

Ms. Bender along with a small group of 6th grade students gave a presentation on trash assessment at our school.

G. Director's Report

Our 8th grade students all made it back from Washington DC in one piece! They however did not make it to Philadelphia, the bus broke down in Gettysburg. Each student will receive a refund for their troubles. Today is our basketball banquet, we are the champions! Now we are on to coed soccer, the team is doing great. Tonight the PTSA is sponsoring a Family Fun Night, with an obstacle course, games and food trucks. During spring break we held spring school. We had roughly 70 students attend. Last night we held a Parent Ed Night on social/emotional learning. It was a nice turnout and a great night.

H. Board Reports, Correspondence, and Communications

None

I. Advisory and Auxiliary Reports

1. University Charter Schools Education Foundation

None

2. School Advisory Council

We are meeting next week. We are currently working on SPSA.

3. Parent, Teacher, Student Association

They have been busy planning the Family Fun Night and getting ready for the "Dolphin Fest".

4. ELAC

Meeting next week.

I. Regular Session

A. Consent Agenda

1. Minutes of the March 22, 2019 Regular Board Meeting

Moved by Marlo Hartsuyker Seconded by Jeanne Adams

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Carolyn Bernal	x			
Cathrine Cartwright				x
Michelle Dean				x
Marlo Hartsuyker	x			
Howard Hartzfeld	x			
Roberto Martinez				x
Brian Sevier				x
Jesús Torres	x			

B. Items for Action, Discussion and or Information

- 1. Topic/Agenda Item:** March 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 March Financials for UPCS. Lisa went over handouts. A short discussion followed.

Moved by Cathy Cartwright Seconded by Howard Hartzfeld

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Carolyn Bernal	x			
Cathrine Cartwright	x			
Michelle Dean				x
Marlo Hartsuyker	x			
Howard Hartzfeld	x			
Roberto Martinez				x
Brian Sevier				x
Jesús Torres	x			

2. Topic/Agenda Item: IRS Form 990

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 IRS Form 990. Lisa went over 990. A short discussion followed.

Moved by Marlo Hartsuyker Seconded by Howard Hartzfeld

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Carolyn Bernal	x			
Cathrine Cartwright	x			
Michelle Dean				x
Marlo Hartsuyker	x			
Howard Hartzfeld	x			
Roberto Martinez				x
Brian Sevier				x
Jesús Torres	x			

3. Topic/Agenda Item: Bylaws regarding Section 8. Number and Determination of Directors and Section 10. Restriction on persons as Directors

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 amended Bylaws regarding Section 8. Number and Determination of Directors and Section 10. Restriction on persons as Directors. Charmon explained that the changes were made by our lawyers. A short discussion followed.

Moved by Cathy Cartwright Seconded by Marlo Hartsuyker

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Carolyn Bernal	x			
Cathrine Cartwright	x			
Michelle Dean				x
Marlo Hartsuyker	x			
Howard Hartzfeld	x			
Roberto Martinez				x
Brian Sevier				x
Jesús Torres	x			

4. **Topic/Agenda Item: LCAP/Budget**
Personnel Involved: Charmon Evans
Charmon went over the most recent LCAP.

ADJOURN OPEN SESSION: 3:17

III. Closed Session

- A. **Topic/Agenda Item: Possible Litigation**
Personnel Involved: Executive Director
No Action Needed

**RECONVENE OPEN SESSION: BOARD REPORT OUT ON ACTION TAKEN IN
CLOSED SESSION, IF ANY: 3:22**

IV. Board of Directors Announcements/Remarks

Marlo-Please save the date: Board Governance Meeting in the fall, September 11
Jesus-The Ballet Folklorico performance was a real treat! Parent Education Night
was great!

V. Future Agenda Items: Next Meeting, June 28, 2019, 1:30-4:00

A presentation on the 8th grade Washington DC Trip
UPTV kindness video

VI. Adjournment: 3:30p.m.