

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

APPROVED Minutes for the Meeting held on Friday, April 26, 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 1:38pm

B. **Adoption of the Agenda**

*Moved by Talya Drescher **Seconded** by Ernesto Guerrero*

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			
Celina Zacarias				x

C. **Pledge of Allegiance-** Led by Veronica R.

D.	Roll Call	Present	Absent
	<u>Board Members</u>		
	Jeanne Adams	<u> x </u>	<u> </u>
	Melinda Brookshire	<u> </u>	<u> x </u>
	Regina Carver	<u> x </u>	<u> </u>
	Talya Drescher	<u> x </u>	<u> </u>
	Ernesto Guerrero	<u> x </u>	<u> </u>
	Marlo Hartsuyker	<u> </u>	<u> x </u>
	Veronica Rauschenberger	<u> x </u>	<u> </u>
	Celina Zacarias	<u> </u>	<u> x </u>
	<u>Administration</u>		
	Charmon Evans	<u> </u>	<u> x </u>
	Echo Reves	<u> x </u>	<u> </u>
	Veronica Solorzano	<u> x </u>	<u> </u>

E. Public Comments-None

F. Directors' Reports

Echo-There is a new law for cursive writing to be brought back to the classrooms. We are ordering materials for next year. The eighth-grade students enjoyed their trip to Washington D.C. Our band attended Band Academy Wednesday at Disneyland. We had a wonderful Open House last night, we a big turnout. We are gearing up for May testing, May 6 is the first day for grades 3-8. We are working on the LCAP, finalizing the previous and getting ready for the new three-year LCAP.

G. Board Reports, Correspondence, and Communications

None

H. Advisory and Auxiliary Reports-Nothing to report

1. **School Site Council**-Charmon will update at next meeting; she is out today.
2. **ELAC**-We are working on attendance and needs to support our EL families.
3. **Parent, Teacher, Student Association**-They are still in need of Executive Board Members. Currently working on the Little Ceasars fundraiser, getting ready for teacher appreciation week and Dolphin Festival.

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 23, 2024, Regular Board Meeting**
2. **Form 990**
3. **Purchases to Ratify**

Moved by Talya Drescher 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			
Celina Zacarias				x

B. Items for Action, Discussion and or Information

1. Topic/Agenda Item: Review and approval of the February and March Financials for UPCS

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 and March Financials for UPCS. Lisa presented the March financials. She went over the changes in the budget, spoke about several grants. A short discussion followed.

Moved by *Ernesto Guerrero* **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			
Celina Zacarias				x

2. Topic/Agenda Item: Review and Approval of the Declaration of Need for Fully Qualified Educators

Personnel Involved: Charmon Evans

Fiscal Implications:

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of the Declaration of Need for Fully Qualified Educators. This needs to be done every year. A short discussion followed.

Moved by *Ernesto Guerrero* **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			
Celina Zacarias				x

3. **Topic/Agenda Item: Review and Approval of the 2024-2025 Instructional Minutes**

Personnel Involved: Charmon Evans

Fiscal Implications:

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of the 2024-2025 Instructional Minutes. This is also a yearly ask from the auditors.

Moved by *Jeanne Adams* **Seconded by** *Ernesto Guerrero*

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			
Celina Zacarias				x

4. **Topic/Agenda Item: Review and Approval of Revision to #501 Director Information 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 #501 Directory Information Policy. Charmon is sending a few of the policies monthly to our legal team for review. This is back from legal.

Moved by *Regina Carver* **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			
Celina Zacarias				x

5. **Topic/Agenda Item: Review and Approval of Revision to #502 First Aid CPR and Health Screening 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 #502 First Aid CPR and Health Screening Policy. Charmon is sending a few of the policies monthly to our legal team for review. This is back from legal.

Moved by Ernesto Guerrero 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			
Celina Zacarias				x

6. **Topic/Agenda Item: Review and Approval of Revision to #504 Communicable, Contagious, or Infectious Disease Prevention 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 #504 Communicable, Contagious or Infectious Disease Prevention Policy. Charmon is sending a few of the policies monthly to our legal team for review. This is back from legal.

Moved by Talya Drescher Seconded by Ernesto Guerrero

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			
Celina Zacarias				x

7. **Topic/Agenda Item: Review and Approval of Revision to #509 Assessments and Examinations 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 #509 Assessments and Examinations Policy. Charmon is sending a few of the policies monthly to our legal team for review. This is back from legal with align with Ferpa laws.

Moved by Talya Drescher 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			
Celina Zacarias				x

8. **Topic/Agenda Item: Review and Approval of Revision to #001 School Wellness 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 #001 Wellness Policy. Charmon is sending a few of the policies monthly to our legal team for review. This is back from legal with minor changes.

Moved by Ernesto Guerrero 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			
Celina Zacarias				x

9. Topic/Agenda Item: Restorative Justice Practices

Personnel Involved: Echo Reves

Echo stated that we began Restorative Justice practices last year. She gave a lengthy presentation, a few questions followed.

III. Directors Announcements/Remarks-None

IV. Future Agenda Items: Next Meeting, May 31, 2024

1. Prop 28

2. Arts & Music Grant

3. Field trips

V. Adjournment: 2:50

