

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

Minutes for the Meeting held on Friday, April 28, 2023

**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 Regina Carver at 1:46

B. **Adoption of the Agenda**

*Moved by Jeanne Adams Seconded by Lindsay Walker*

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

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

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

	Present	Absent
Jeanne Adams	<u>x</u>	_____
Melinda Brookshire	<u>x</u>	_____
Regina Carver	<u>x</u>	_____
Marlo Hartsuyker	_____	<u>x</u>
Jessica Lavariega Monforti	_____	<u>x</u>
Veronica Rauschenberger	_____	<u>x</u>
Brian Sevier	<u>x</u>	_____
Jesús Torres	<u>x</u>	_____
Lindsay Walker	<u>x</u>	_____

**Administration**

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

- F. Public Comments – This is a chance for any members of the public in attendance to speak to the Board on items not included on the agenda. Board members are limited in their response pursuant to the Brown Act requirements.**  
**NONE**

**G. Directors' Reports**

Charmon-Last night we held Open House! We had a great turnout and was super fun. Parent Education night, dual immersion night! Many parents, highly successful. We will also host a Step-Up night for students/parents to learn about next year. We have had lots of field trips. Staff Appreciation week is May 8 through May 12. We have started enrollment for next year. Gearing up for our TK program, due to kinder low enrollment, we will be forming a TK/K class. We are asking for teacher feedback on programs, what is working what is not. PVSD will come here for their annual visit on May 2.

Veronica-Tonight Ballet Folklorico will be performing at Rancho Campana. Doors open at 5:30, show starts at 6:00. Our basketball team won the championship! Charmon hosted a pizza party for the players. We have started our co-ed soccer team. We just finished our ELPAC testing for third through eighth grade. Kinder through second will start testing next week. CAASPP testing will be the first few weeks in May.

**H. Board Reports, Correspondence, and Communications**  
None

**I. Advisory and Auxiliary Reports**

**1. School Site Council**

Met this week, went over Arts & Music Grant. We have two more meetings two meetings.

**2. ELAC**

No meeting this week

**3. Parent, Teacher, Student Association**

We will continue with dine outs, and planning for the Dolphin Festival June 2.

**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 24, 2023, Regular Board Meeting**

**2. New hires for the 2022-2023 school year**

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

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Melinda Brookshire	x			
Regina Carver	x			
Marlo Hartsuyker				x
Jessica Lavariega Monforti				x
Veronica Rauschenberger				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 and March Financials for UPCS**

**Personnel Involved:** Lisa Boulos

**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 went over the financials. A brief discussion followed.

**Moved by Melinda Brookshire Seconded by Brian Sevier**

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

**2. Topic/Agenda Item: Review and Approval of extending Jesus Torres term on the board through the end of the year**

**Personnel Involved:** Charmon Evans

**Fiscal Implications:**

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

**Director's Recommendation:** The Executive Director recommends approval of extending Jesus Torres term on the board through the end of the school year, 6/30/2023.

**Moved by Lindsay Walker Seconded by Lindsay Walker**

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

3. **Topic/Agenda Item: Review and Approval of Ernesto Guerrero position candidate for consideration of board vacancy**  
**Personnel Involved:** Charmon Evans  
**Fiscal Implications:**  
**Options or Solutions (If applicable):**  
**Director's Recommendation:** The Executive Director recommends approval of moving forward for consideration of Board vacancy. The board will function as the Nominating Committee. Ernesto spoke for a few minutes. A short discussion followed. We will swear in Ernesto at his first meeting in August.

**Moved by Jesus Torres Seconded by Lindsay Walker**

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

4. **Topic/Agenda Item: Review and approval of the Eighth-Grade walking fieldtrip to Pleasant Valley Aquatic Center and Bob Kildee Park**  
**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 Eighth-Grade walking fieldtrip to Pleasant Valley Aquatic

Center and Bob Kildee Park. This is instead of Magic Mountain trip; we were unable to secure bus transportation. A short discussion followed.

**Moved by Brian Sevier Seconded by Melinda Brookshire**

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

5. **Topic/Agenda Item: Review and approval of Board Resolution #28 22/23, regarding Fiscal Administrators**

**Personnel Involved:** Charmon Evans

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

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

**Director's Recommendation:** The Executive Director recommends approval of Board Resolution #28 22/23. This is a fresh resolution to ensure that banking has all three administrators as signatures.

Charmon Evans

Executive Director

**Moved by Melinda Brookshire Seconded by Brian Sevier**

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

6. **Topic/Agenda Item: Review and approval of return to in person/Covid Mitigation**  
**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 return to in person/Covid Mitigation. We no longer need to test to return before day ten, we can return on day six or after two negative tests, must wear mask until day ten. A short discussion followed.

Charmon Evans  
Executive Director

**Moved by Brian Sevier Seconded by Jesus Torres**

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

7. **Topic/Agenda Item: Discussion of proposed 4.5% Raise for Staff 2023-2024**  
**Personnel Involved:** Charmon Evans  
Districts are giving raises; we would like to give to all staff.
8. **Topic/Agenda Item: Arts, Music and Instructional Materials Block Grant Music, \$424,000**  
**Personnel Involved:** Charmon Evans  
Most districts are using funds for pay raises. We are still in discussions regarding how to use these onetime funds.

## **ADJOURN OPEN SESSION**

### **III. Closed Session**

- A. **Topic/Agenda Item: Administrative Review Update Discipline/Dismissal/Employment**  
**NO ACTION TAKEN**

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

**III. Directors Announcements/Remarks**

Jeanne-I purchased, from the Boys and Girls Club fundraiser, the Lions Club BBQ for the end of year in service.

**IV. Future Agenda Items: Next Meeting, Thursday May 25, 2023, 5:30-7:00**

- **Approval of the Arts, Music and Instructional Materials Block Grant**
- **Investment Committee**
- **LCAP update**
- **TK presentation**

**V. Adjournment: 3:40 pm**

DRAFT