

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

**APPROVED MINUTES** for the Meeting held on Friday April 29, 2022  
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 Talya at 1:32

**B. Adoption of Agenda**

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

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams	x			
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Roberto Martinez	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>  x  </u>	<u>          </u>
Brian Sevier	<u>  x  </u>	<u>          </u>
Jesus Torres	<u>  x  </u>	<u>          </u> late
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>  x  </u>	<u>          </u>

**E. Board Action Item: Pursuant to Government Code Section 54953(e)**

**The Charter School Board of Directors determines, in accordance with Government Code Section 54953(e)(1)(B), that meeting in person would present imminent risks to the health or safety of attendees. Pursuant to Government Code Section 54953(e)(3), the Board has also reconsidered the circumstances of the State of Emergency declared by the Governor on March 4, 2020 and finds the State of Emergency continues to directly impact the ability of the Directors to meet safely in person and/or that State or local officials continue to impose or recommend measures to promote social distancing.**

**Director's Recommendation:** The Executive Director recommends approval of Government Code Section 54953.

**A brief discussion followed.**

**Moved by Marlo Hartsuyker Seconded by Lindsay Walker**

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Roberto Martinez	x			
Jesus Torres				x
Lindsay Walker	x			

**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 requirements.**

If you would like to make a public comment, you will need to raise your hand in zoom. You then will be called on by the board president.

**NONE**

**G. Directors Reports**

**Charmon**

We have had a very busy few weeks. Our annual PVSD annual audit was last week with the new Superintendent, the biggest group that we have had in years. She asked for a presentation, which we have not done for a few years. It gave an opportunity to “brag” about our program. After the 45-minute presentation, they were given a map and could choose classrooms to visit. First visit, then documents request, or they may come back for a second visit. We are in planning stages for promotion. Friday, June 17<sup>th</sup> at 4:00. Board members will receive a personal invitation and seat of honor. We had Spring Break Camp, with about seven groups of students from all grade bands. 50-60 students came all 8 days. Parents were excited to participate. They focused on language arts and math.

**Darlene** we are currently during planning for state testing, testing will begin the week of May 9<sup>th</sup>. Kids are going on fieldtrips again! Early Years is going to the Santa Barbara Zoo, May 11<sup>th</sup>. Gearing up for summer programs. Katie Koch is working on summer school. Leadership team continuing to work on collective efficacy and collaboration. We continue to discuss more prep time. How do we find time in our schedule to have more prep time? We had our second Coffee with the Directors last week.

Charmon wanted to take a moment to introduce, Jessica Lavareiga Monforti, she will be taking the presidents seat from the university. Waiting for the President's letter to confirm.

**Veronica**

High School counselors have visited our campus to speak with our eighth-grade students. Students are registered for high school. Transition IEPS have been completed.

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

None

**I. Advisory and Auxiliary Reports**

**1. School Site Council**

We had to cancel last week's meeting. Moved to Monday, May 9<sup>th</sup>.

**2. ELAC**

No meeting.

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

Busy working on staff appreciation for next week. They have been working extremely hard. Parents are getting involved in the luncheon.

Really cute video will post next week. Includes all staff. Dolphin is first Friday in June.

Fest

**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 March 25, 2022, Board Meeting**
2. **Revised Consolidated Application (CONAPP)**
3. **IRS Form 990**

**Moved by Lindsay Walker Seconded by Roberto Martinez**

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams	x			
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Roberto Martinez	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**  
**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. Lisa B went over both months of financials. A brief discussion followed.

**Moved by Talya Drescher Seconded by Roberto Martinez**

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams	x			
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Roberto Martinez	x			
Jesús Torres				x
Lindsay Walker	x			

2. **Topic/Agenda Item: Review and Approval of a two percent retention bonus, to be paid in two installments, for all employees**

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

**Fiscal Implications:** Approximately \$100,000

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

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

**Director's Recommendation:** The Executive Director recommends approval of a two percent retention bonus, to be paid in two installments, for all employees. In this challenging time of Covid, most districts are looking at retention bonuses for all staff. Our staff is so amazing, would like 2% retention bonus, based on their regular job. Funds will be paid in two installments. Covered by ESSER funds. A brief discussion followed.

***Moved by Jeanne Adams Seconded by Marlo Hartsuyker***

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Roberto Martinez	x			
Jesús Torres				x
Lindsay Walker	x			

3. **Topic/Agenda Item: Review and Approval of the CSUCI Student Teaching Agreement-Credential Programs**

**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 CSUCI Student Teaching Agreement-Credential Programs. Students from K-8 grade student teachers. Charmon went over document. A brief 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			
Roberto Martinez	x			
Jesús Torres				x
Lindsay Walker	x			

4. **Topic/Agenda Item: Review and Approval of the CSUCI Student Teaching Agreement-Early Childhood Studies**

**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 CSUCI Student Teaching Agreement-Early Childhood Studies. A brief discussion.

**Moved by Talya\_Drescher Seconded by Jeanne Adams**

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Roberto Martinez	x			
Jesús Torres				x
Lindsay Walker	x			

5. **Topic/Agenda Item: Review and Approval of the COVID Mitigation and Response Plan/Safe Return to In Person Update**

**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 updates to the COVID Mitigation and Response Plan/Safe Return to In Person.

**We just continue to update when there are changes.** Now students and staff who were exposed can come to school if they are symptom free. Every person in the room is considered a close contact. We have had an uptick in cases. We were at 0 and now twelve.

**Moved by Lindsay Walker Seconded by Talya Drescher**

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Roberto Martinez	x			
Jesús Torres	x			
Lindsay Walker	x			

6. **Topic/Agenda Item: Review and Approval of the Instructional Minutes for the 2022-2023 school year, K-3, 4-5, 6-8**  
**Personnel Involved:** Charmon Evans  
**Fiscal Implications:**  
**Options or Solutions (If applicable):**  
**Director's Recommendation:** The Executive Director recommends approval of the Instructional Minutes for the 2022-2023 school year. Different minute requirements for grade bands. Charmon went over all instructional minutes for each group. A brief discussion followed.

**Moved by Jeanne Adams Seconded by Roberto Martinez**

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Roberto Martinez	x			
Jesús Torres	x			
Lindsay Walker	x			

7. **Topic/Agenda Item: Review and Approval of the Augmentative Communication Solutions Agreement**  
**Personnel Involved:** Charmon Evans  
**Fiscal Implications:**  
**Options or Solutions (If applicable):**  
**Director's Recommendation:** The Executive Director recommends approval of the Augmentative Communication Solutions Agreement

For one of our special ed students. We will renew if needed.  
**VOTE 6-0 Aye**

8. **Topic/Agenda Item: Transitional Kindergarten, TK**  
**Personnel Involved:** Charmon Evans  
Turning early education on its head. Big push in the state of California for early education programs. We have chosen to start our TK program in the 2023-2024 school year. We are in search of a multiple subject, k-5 credential, and twenty-four units of early childhood teacher.
9. **Topic/Agenda Item: ELOP, Expanded Learning Opportunities Program**  
**Personnel Involved:** Charmon Evans  
We will start with K-6 in 2022-2023 school year, and TK-6 in 2023-2024. The funds are to be used for our unduplicated students for before and afterschool care. All school days plus thirty extra non-school day. The nine-hour day!

10. Topic/Agenda Item: LCAP Update  
Personnel Involved: Charmon Evans

**ADJOURN OPEN SESSION: 3:07**

**I. Closed Session**

- A. Topic/Agenda Item: Public Employee #7000046  
Discipline/Dismissal/Employment

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

**VOTE 6-0**

Approved public employee one year of absence.

**III. Board of Directors Announcements/Remarks**

Talya reminded all Open House, May 25<sup>th</sup>.

Talya gave compliments to UPCS staff for their quick response to the bus breakdown yesterday.

**V. Future Agenda Items: Next Meeting, May 26, 2022  
5:30-7:00 p.m.**

**VI. Adjournment: 3:26**

