

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

**APPROVED** Minutes for the Meeting held on Wednesday, June 19, 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 8:04am
- B. Board Reports, Correspondence, and Communications**  
Charmon read the resignation letters for board members Melinda Brookshire and Marlo Hartsuyker
- C. Adoption of the Agenda**

**Moved by** *Celina Zacarias* **Seconded by** *Jeanne Adams*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver				x
Talya Drescher				x
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Celina Zacarias	x			

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

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

**F. Public Comments-None**

**G. Directors' Reports**

Charmon would like to forego the directors reports to start the meeting.

**H. Advisory and Auxiliary Reports-Nothing to report**

1. **School Site Council**-No report

2. **ELAC**-No report

3. **Parent, Teacher, Student Association**- They are busy working on next year's calendars.

**ADJOURN OPEN SESSION**

**II. Closed Session**

**A. Topic/Agenda Item: Public Employee/Employment/Review  
Executive Director; Board review of salary analysis**

Personnel Involved: Charmon Evans

No Action Taken

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

**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 May 31, 2024, Regular Board Meeting**

2. **Spring Consolidated Application-CONAPP**

3. **Personnel Activity Report-June 2024**

4. **Purchases to Ratify**

**Moved by Jeanne Adams Seconded by Celina Zacarias**

<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
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Celina Zacarias	x			

## **B. Items for Action, Discussion and or Information**

### **1. Topic/Agenda Item: Review and approval of the Local Control Accountability Plan:**

- **LCFF Budget Overview for Parents**
- **2023-2024 LCAP Annual Update**
- **Plan Summary**
- **Engaging Educational Partners**
- **Goals and Actions**
- **Increased Improved Services for Foster Youth, English Learners, Low-Income students.**
- **Action Tables**
- **Instructions**
- **Local Indicators**

**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 2024-2025 LCAP Package.

Charmon gave a lengthy presentation. A brief discussion followed.

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

<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
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Celina Zacarias	x			

2. **Topic/Agenda Item: Review and Approval of the 2024-2025 Budget 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 2024-2025 Budget for UPCS.  
 Lisa B went over the three-page summary of the budget. A brief discussion followed.

**Moved by** Ernesto Guerrero **Seconded by** Celina Zacarias

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver				x
Talya Drescher				x
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Celina Zacarias	x			

3. **Topic/Agenda Item: Review and Approval of the May 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 May Financials for UPCS.  
 Lisa B presented the f financials, a brief discussion followed.

**Moved by** Jeanne Adams **Seconded by** Celina Zacarias

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver				x
Talya Drescher				x
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Celina Zacarias	x			

4. **Topic/Agenda Item: Review and Approval of Education Protection Account Spending Plan for 2024-2025**

**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 Education Protection Account Spending Plan for 2024-2025.

Charmon gave an overview of the funds we have received and spent to date. A brief discussion followed.

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

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver				x
Talya Drescher				x
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Celina Zacarias	x			

5. **Topic/Agenda Item: Review and Approval of the Vendor Authorization List for the 2024-2025 school year**

**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 Vendor Authorization List for the 2024-2025 school year. Lisa stated that is the exact list as last year.

**Moved by Celina Zacarias Seconded by Jeanne Adams**

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver				x
Talya Drescher				x
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Celina Zacarias	x			

6. **Topic/Agenda Item: Review and approval of Prop 28, Arts and Music in Schools Annual Report**

**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 Prop 28, Arts and Music in Schools Annual Report.

Charmon stated that we have not spent any of the funds. She will apply for a waiver. A brief discussion followed.

**Moved by Jeanne Adams Seconded by Celina Zacarias**

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver				x
Talya Drescher				x
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Celina Zacarias	x			

7. **Topic/Agenda Item: Review and approval of the update Certificated Salary Schedule**

**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 updated Certificated Salary Schedule.

Update for minimum wage. A brief discussion followed.

**Moved by Celina Zacarias Seconded by Ernesto Guerrero**

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver				x
Talya Drescher				x
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Celina Zacarias	x			

8. **Topic/Agenda Item: Required Oral Report and contract approval for 2024-2025 school year regarding Executive Director**

**Personnel Involved:** Veronica Rauschenberger

**Fiscal:** Base salary \$159,335.39, employer paid STRS \$31,149.31, Longevity Stipend \$3750.00, employer paid Medicare \$10,111.29, employer paid SUI \$105.00, employer paid Med, Dent, Vision \$11,840.36. Total \$216,291.36

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

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

**Director's Recommendation:** The board president recommends approval of the Executive Director Contract

The Board President read aloud the fiscal portion of the agenda item.

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

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver				x
Talya Drescher				x
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Celina Zacarias	x			

9. **Topic/Agenda Item: Review and Approval of Board Authorizations, Pursuant to Education Code Section 80020.4.1 (a) & (b) Staff Development 800020.4 (a) Program Coordinator**  
Rebecca Kruse-Staff Development and Program Coordination

**Personnel Involved:** Charmon Evans

**Fiscal Implications:**

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

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

**Director's Recommendation:** It is recommended that the Governing Board authorize the assignment listed.

These are for the 2024-2025 school year.

**Moved by Celina Zacarias Seconded by Ernesto Guerrero**

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver				x
Talya Drescher				x
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Celina Zacarias	x			

- 10. Topic/Agenda Item: Review and Approval of Board Authorizations, Pursuant to Education Code Section 80005 (b), the holder of a Multiple Subject Teaching Credential or a Standard Secondary Credential can teach a general elective which does not have a credentialed subject area. The authorization shall be with the teacher's consent.**

Roann Bender-General Elective  
 Tarah Denton-General Elective  
 Jonathon Finch-General Elective  
 Rebecca Kruse-General Elective  
 Lesly Licea-General Elective  
 Kimberly Matthes-General Elective  
 Carlos Sanchez-General Elective  
 Katie Ventura-General Elective  
 Andre Bouweraerts-General Elective  
 Cassandra Ferris-General Elective

**Personnel Involved:** Charmon Evans

**Fiscal Implications:**

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

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

**Director's Recommendation:** It is recommended that the Governing Board authorize the teaching assignment for the teachers listed. These need to be approved annually.

**Moved by Celina Zacarias Seconded by Veronica Rauschenberger**

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver				x
Talya Drescher				x
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Celina Zacarias	x			



11. **Topic/Agenda Item: Review and Approval of Board Authorizations, Pursuant to Education Code Section 44256(b), the holder of a Multiple Subject Teaching Credential or a Standard Secondary Credential, who has completed twelve semester units, or six upper division or graduate units, of coursework at an accredited institution in each subject to be taught, is considered legally authorized to teach under this provision. The authorization shall be with the teacher's consent.**

Jon Altschuler-Math/Science/PE

Michiko Furukawa-Art

Mauricio Giron-Music

Amanda Jacobs-ELA

Carmen Jimenez-Spanish

Kelly Ogg-ELA/Math

**Personnel Involved:** Charmon Evans

**Fiscal Implications:**

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

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

**Director's Recommendation:** It is recommended that the Governing Board authorize the teaching assignment for the teachers listed. Annual requirement.

**Moved by *Celina Zacarias* Seconded by *Ernesto Guerrero***

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Regina Carver				x
Talya Drescher				x
Ernesto Guerrero	x			
Veronica Rauschenberger	x			
Celina Zacarias	x			

**III. Directors Announcements/Remarks: None**

**IV. Future Agenda Items: Next Meeting, August 23, 2024**

**V. Adjournment: 9:05 a.m.**



