

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

**APPROVED Minutes** for the Meeting held on Friday, June 20, 2025

**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 1:30pm.

| B. | Roll Call                    | Present      | Absent |
|----|------------------------------|--------------|--------|
|    | <b><u>Board Members</u></b>  |              |        |
|    | Jeanne Adams                 | <u>  x  </u> | _____  |
|    | Regina Carver                | <u>  x  </u> | _____  |
|    | Christina Gonzalez-Ornelas   | <u>  x  </u> | _____  |
|    | Ernesto Guerrero             | <u>  x  </u> | _____  |
|    | Veronica Rauschenberger      | <u>  x  </u> | _____  |
|    | Kristopher Yeager            | <u>  x  </u> | _____  |
|    | Celina Zacarias              | <u>  x  </u> | _____  |
|    | <b><u>Administration</u></b> |              |        |
|    | Charmon Evans                | <u>  x  </u> | _____  |
|    | Echo Reves                   | <u>  x  </u> | _____  |
|    | Veronica Solorzano           | <u>  x  </u> | _____  |

- C. **Adoption of the Agenda**

**Moved by** *Christina Gonzalez-Ornelas* **Seconded by** *Regina Carver*

| Board Member               | Aye | Nay | Abstain | Absent |
|----------------------------|-----|-----|---------|--------|
| Jeanne Adams               | x   |     |         |        |
| Regina Carver              | x   |     |         |        |
| Christina Gonzalez-Ornelas | x   |     |         |        |
| Ernesto Guerrero           | x   |     |         |        |
| Veronica Rauschenberger    | x   |     |         |        |
| Kristopher Yeager          | x   |     |         |        |
| Celina Zacarias            | x   |     |         |        |

**D. Pledge of Allegiance-led by Veronica Rauschenberger**

**E. Public Comments - None**

**F. Discussion/Information**

**1. Topic/Agenda Item:**

**Annual Update, 2024-2025 Local Control Accountability Plan**

**Budget Overview for Parents**

**Local Indicators 2025-2026**

**2025-2026 LCAP – Goals, Metrics, Actions**

Personnel Involved: Lisa Boulos/Charmon Evans

This is an overview; we are in our second year of a three-year LCAP.

Charmon gave a lengthy presentation of the LCAP.

**2. Topic/Agenda Item: 2025-2026 Preliminary Budget for UPCS**

Personnel Involved: Charmon Evans/Echo Reves/Veronica Solorzano

Lisa Boulos and Charmon gave a lengthy presentation of the Budget, a very conservative budget. Veronica Rauschenberger, board chair, is advocating for a raise for staff. She believes that it is especially important.

**G. PUBLIC HEARING**

**1. Public Hearing LCAP Package**

**Annual Update, 2024-2025 Local Control Accountability Plan**

**Budget Overview for Parents**

**Local Indicators 2025-2026**

**2025-2026 LCAP – Goals, Metrics, Actions**

In accordance with Education Code 52062, a public hearing to solicit the recommendations and comments of the public regarding the proposed University Preparation Charter School (UPCS) Local Control Accountability Plan (LCAP) is being held. The K-12 finance system utilizes the Local Control Funding Formula (LCFF) which includes base, supplemental, and concentration grants as the funding streams. As part of the LCFF, local education agencies and County Offices of Education are required to develop, adopt, and annually update a three-year Local Control and Accountability Plan (LCAP), using a template adopted by the California State Board of Education (SBE). The LCAP is required to identify goals and measure progress for student groups across multiple performance indicators. School districts and County Offices of Education are required to develop, adopt, and annually update a three-year Local Control and Accountability Plan (LCAP). This process is recommended for charter schools but not required. The UPCS LCAP has been developed with input from diverse groups of educational partners. As required by Education Code the following items are up for public hearing: (1) 2024-2025 LCAP

annual update, (2) Budget Overview for parents, (3) Local Indicators, (4) 2025—2026 LCAP.

Adoption of the UPCS 2025-2026 LCAP is scheduled for June 20, 2025. As with any public comment session, members of the Board may not engage in conversation with individuals who may comment. However, members of the Board will consider the comments made in their deliberation.

**Public Hearing was held with no public comments.**

**2. Public hearing 2025-2026 Preliminary Budget**

Education code requires that prior to the adoption of the budget, the Board of Directors must convene a hearing specifically for members of the public to comment on the proposed school budget. As with any public comment session, members of the Board may not engage in conversation with individuals who may comment. However, members of the Board will consider the comments made in their deliberation.

**Public Hearing was held with no public comments.**

**H. Directors' Report**

Charmon-A big Thank You to Celina for being the keynote speaker at our eighth grade Promotion! She was amazing.  
The directors shared all the End of Year Festivities on campus.

**I. Board Reports, Correspondence, and Communication**

Veronica Rauschenberger stated that she received an email from CSUCI, Presidents Office requesting a meeting with her and Charmon Evans. They would like to discuss the name connection with us and CSUCI.

**J. Advisory and Auxiliary Reports**

**1. School Site Council-None**

**2. ELAC-None**

**3. Parent, Teacher, Student Association-None**

## **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 from the Special Board Meeting, May 15, 2025**
2. **Spring Consolidated Application-CONAPP**
3. **Human Resources Activity Report-April and May**
4. **Purchases to Ratify-April**

**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          |            |                |               |
| Christina Gonzalez-Ornelas | x          |            |                |               |
| Ernesto Guerrero           | x          |            |                |               |
| Veronica Rauschenberger    | x          |            |                |               |
| Kristopher Yeager          | x          |            |                |               |
| Celina Zacarias            | x          |            |                |               |

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

1. **Topic/Agenda Item: Review and Approval of the April and 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 April and May Financials for UPCS. Lisa presented the May financials. A brief discussion followed.

**Moved by** \_\_\_\_\_ **Seconded by** \_\_\_\_\_

| <b>Board Member</b>        | <b>Aye</b> | <b>Nay</b> | <b>Abstain</b> | <b>Absent</b> |
|----------------------------|------------|------------|----------------|---------------|
| Jeanne Adams               | x          |            |                |               |
| Regina Carver              | x          |            |                |               |
| Christina Gonzalez-Ornelas |            |            |                | x             |
| Ernesto Guerrero           | x          |            |                |               |
| Veronica Rauschenberger    | x          |            |                |               |
| Kristopher Yeager          | x          |            |                |               |
| Celina Zacarias            | x          |            |                |               |

2. **Topic/Agenda Item: Review and Approval of Form J-13A, Request for Allowance of Attendance Due to Emergency Conditions**  
**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 J-13A, Request for Allowance of Attendance Due to Emergency Conditions. Charmon stated that this is necessary to recover attendance. Board members must sign the form.

**Moved by** *Regina Carver* **Seconded by** *Celina Zacarias*

| Board Member               | Aye | Nay | Abstain | Absent |
|----------------------------|-----|-----|---------|--------|
| Jeanne Adams               | x   |     |         |        |
| Regina Carver              | x   |     |         |        |
| Christina Gonzalez-Ornelas |     |     |         | x      |
| Ernesto Guerrero           | x   |     |         |        |
| Veronica Rauschenberger    | x   |     |         |        |
| Kristopher Yeager          | x   |     |         |        |
| Celina Zacarias            | x   |     |         |        |

3. **Topic/Agenda Item: Review and Approval of New Required Reading Screener, Amira**  
**Personnel Involved:** Echo Reves  
**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 New Required Reader Screener, Amira. Echo explained that beginning this fall the state is requiring schools to purchase a Reading Screener for all K, 1, and 2. The curriculum team met and chose Amira.

**Moved by** *Veronica Rauschenberger* **Seconded by** *Ernesto Guerrero*

| Board Member               | Aye | Nay | Abstain | Absent |
|----------------------------|-----|-----|---------|--------|
| Jeanne Adams               | x   |     |         |        |
| Regina Carver              | x   |     |         |        |
| Christina Gonzalez-Ornelas |     |     |         | x      |
| Ernesto Guerrero           | x   |     |         |        |
| Veronica Rauschenberger    | x   |     |         |        |
| Kristopher Yeager          | x   |     |         |        |
| Celina Zacarias            | x   |     |         |        |

4. **Topic/Agenda Item: Review and Approval of addition of June 24, 2025, to the Board Calendar, and change October meeting time to 3:30-5:00**

**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 addition of June 24, 2025, to the board calendar, also change the time of the October 30 meeting time to 3:30-5:00. Charmon explained that we want to have June 24 as an official meeting. The time was corrected for October 30.

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

| Board Member               | Aye | Nay | Abstain | Absent |
|----------------------------|-----|-----|---------|--------|
| Jeanne Adams               | x   |     |         |        |
| Regina Carver              | x   |     |         |        |
| Christina Gonzalez-Ornelas |     |     |         | x      |
| Ernesto Guerrero           | x   |     |         |        |
| Veronica Rauschenberger    | x   |     |         |        |
| Kristopher Yeager          | x   |     |         |        |
| Celina Zacarias            | x   |     |         |        |

5. **Topic/Agenda Item: Review and Approval of the ExED annual contract**

**Personnel Involved:** Charmon Evans

**Fiscal Implications:** \$12,780.58 monthly

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

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

**Director's Recommendation:** The Executive Director recommends approval of the ExED annual contract.

**Moved by** *Jeanne Adams* **Seconded by** *Veronica Rauschenberger*

| Board Member               | Aye | Nay | Abstain | Absent |
|----------------------------|-----|-----|---------|--------|
| Jeanne Adams               | x   |     |         |        |
| Regina Carver              | x   |     |         |        |
| Christina Gonzalez-Ornelas |     |     |         | x      |
| Ernesto Guerrero           | x   |     |         |        |
| Veronica Rauschenberger    | x   |     |         |        |
| Kristopher Yeager          | x   |     |         |        |
| Celina Zacarias            | x   |     |         |        |

**6. Topic/Agenda Item: Review and Approval of the Key Experience Field Trip to Santa Cruz Island, by Island Packers Cruises, January 16, 2026**

**Personnel Involved:** Veronica Solorzano

**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 Santa Cruz Island field trip, January 16, 2026

**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          |            |                |               |
| Christina Gonzalez-Ornelas |            |            |                | x             |
| Ernesto Guerrero           | x          |            |                |               |
| Veronica Rauschenberger    | x          |            |                |               |
| Kristopher Yeager          | x          |            |                |               |
| Celina Zacarias            | x          |            |                |               |

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

**IV. Future Agenda Items: Next Meeting, June 24, 2025**

**LCAP Package**

**Budget**

**Executive Director Compensation Annual Report**

**Executive Director Annual Review**

**Options for potential raises for the 2024-2025 school year**

**V. Adjournment: 3:29 p.m.**

