

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

Minutes for the Meeting held on Wednesday June 21, 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 Jessica Lavariega Monforti at 1:40

B. **Adoption of the Agenda-remove B.3.**

Moved by Brian Sevier Seconded by Veronica Rauschenberger

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

Administration

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

E. Public Comments-None

F. Discussion/Information

1. Topic/Agenda Item: Annual Update, 2022-2023 Local Control Accountability Plan: 2023-2024 Update to the 2021-2024 (LCAP); 2023-2024 metrics, actions/services, Local Indicators, and the Budget Overview for Parents

Charmon gave a very lengthy discussion of the LCAP.

2. Topic/Agenda Item: 2023-2024 Budget for UPCS

Lisa B went over all the budget documents in detail.

G. PUBLIC HEARING

1. Public Hearings: Budget Overview for Parents 2023-2024 LCAP, Local Indicators

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 the input from diverse groups of educational partners. As required by Education Code, this is the 2023-2024 annual update to the LCAP. Adoption of the UPCS 2023-2024

LCAP is scheduled for June 30, 2023. 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.

2. Public hearing 2023-2024 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.

H. Directors' Reports

Veronica-Promotion was held last Thursday. We had two guest speakers, Martita Martinez-Bravo and the President of CSUCI, Richard Yao. Both gave great speeches. It felt so good to have the president of the university, this was a first. We honored all redesignated students with a medal. We finished the end of year traditions and started a new tradition...clap out of 5th graders to middle school. Lots of tears. We are gearing up to start summer school next week!

I. Board Reports, Correspondence, and Communications None

J. Advisory and Auxiliary Reports-Nothing to report

1. School Site Council
2. ELAC
3. Parent, Teacher, Student Association

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 25, 2023, Regular Board Meeting
2. Winter CONAPP
3. New Hires 2023-2024

Moved by Brian Sevier Seconded by Regina Carver

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 updated Salary Schedule for staff, Certificated and Classified 2023-2024

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 Salary Schedule. New salary schedule reflecting the 4.5% raise to all staff. A short discussion followed.

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

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 the Instructional Minutes for the 2023-2024 school year, TK-3, 4-5, 6-8

Personnel Involved: Charmon Evans

Fiscal Implications:

Director's Recommendation: The Executive Director recommends approval of the Instructional Minutes for the 2023-2024 school year. These are required every year. A short discussion followed.

Moved by *Veronica Rauschenberger* **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

3. **Topic/Agenda Item: Preliminary Data Information (3:00-3:25)**
Personnel Involved: Echo Reyes
Removed from the Agenda

III. Directors Announcements/Remarks

IV. Future Agenda Items: Next Meeting, June 30, 2023, 1:30-4:00

V. Adjournment:

- 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-I have some sad news, two of our former students died this week. Their families have been here for years. We held our first middle school dance since covid. We sold 120 tickets. Next week we will hold interviews for open positions. Lots of activities last few weeks of school. Dolphin Festival will be Friday June second. Eighth grade promotion is Thursday June 15.

H. Board Reports, Correspondence, and Communications

None

I. Advisory and Auxiliary Reports

1. School Site Council

Met this week, went over Learning Los monies, how to spend.

2. ELAC

No meeting this week

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

Very busy getting ready for the Dolphin Festival next Friday.

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 April 28, 2023, Regular Board Meeting**

2. **Purchases to Ratify-None**

Moved by *Brian Sevier* **Seconded by** *Veronica Rauschenberger*

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 April 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 April Financials for UPCS. Lisa is out ill; Charmon presented the financials. A brief discussion followed.

Moved by *Regina Carver* **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			

2. **Topic/Agenda Item: Review and Approval of a 4% retention bonus for all staff, 2022-2023 school year**

Personnel Involved: Lisa Boulos/Charmon Evans

Fiscal Implications: Approximately \$200,000

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

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of a four percent retention bonus for all staff. Charmon went over fiscal, \$235,000. A short discussion followed.

Moved by Regina Carver 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			

3. **Topic/Agenda Item: Review and Approval of a 4.5% raise for all staff, 2023-2024 school year**

Personnel Involved: Lisa Boulos/Charmon Evans

Fiscal Implications: Approximately \$220,000

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

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of a four and a half percent raise for all staff. Approximately \$268,000. A short discussion followed.

Moved by *Jesus Torres* 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			

4. Topic/Agenda Item: Review and Approval of the ExED Notice of Terms Supplement

Personnel Involved: Lisa Boulos/ Charmon Evans

Fiscal Implications:

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

Director's Recommendation: The Executive Director recommends approval of the ExED Notice of Terms Supplement. Charmon explained that this comes from the business office of ExED. A short discussion followed.

Moved by *Lindsay Walker* 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				
Brian Sevier	x			
Jesús Torres	x			
Lindsay Walker	x			

5. Topic/Agenda Item: Review and Approval of the Corwin Agreement for Services and Products, Ricky Robertson

Personnel Involved: Charmon Evans

Fiscal Implications: \$58,000.00

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

Director's Recommendation: The Executive Director recommends approval of the Corwin Agreement for Services and Products, Ricky Robertson. Charmon went over agreement, basically adding more in person training with Ricky. A short discussion followed.

Moved by Jesus Torres Seconded by Regina Carver

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 the Arts, Music and Instructional Materials Block Grant Program Plan

Personnel Involved: Charmon Evans

Fiscal Implications: \$211,870

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

Director's Recommendation: The Executive Director recommends approval of the Arts, Music and Instructional Materials Block Grant Plan. Charmon explained that this is one time pot of monies, that have been cut in half by the Governor. We will be using for social studies curriculum, professional development for the PE teachers and social emotional learning.

Moved by Brian Sevier 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			

7. **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 6 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

Brenda Goodson-ELA

Amanda Jacobs-ELA

Carmen Jimenez-Spanish

Katie Koch-ELA

Kelly Ogg-ELA

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 assignments for the teachers listed. A short discussion followed.

Moved by Regina Carver Seconded by Jessica Lavariega Monforti

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			

8. **Topic/Agenda Item: Review and Approval of Board Authorizations, Pursuant to Education Code Section 80020.4.1 (a) & (b) Staff Development 80020.4 (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. A short discussion followed.

Moved by *Brian Sevier* **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			

9. **Topic/Agenda Item: Review and Approval of Board Authorizations, Pursuant to Education Code 44258.7 (c) & (d)**

Michiko Furukawa-Art
Mauricio Giron-Music

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 assignments listed.

Moved by *Jesus Torres* **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			

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 that which does not have a credentialed subject area. The authorization shall be with the teacher's consent (6:36-6:38)**

Rebecca Kruse-General Elective

Liliana Granada-General Elective

Danna Hernandez-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.

Moved by Lindsay Walker 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			

11. **Topic/Agenda Item: Review and Approval Investment Plan**

Personnel Involved: Charmon Evans, Lindsay Walker, Regina Carver

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 assignments listed. The committee has met twice and would like to invest 1.75 million. A lengthy discussion followed.

Moved by Lindsay Walker 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			

12. Topic/Agenda Item: Preschool Program Self Evaluation

Personnel Involved: Charmon Evans

This is done every year; this will be the last year. Preschool is closing to make room for TK.

III. Directors Announcements/Remarks

IV. Future Agenda Items: Next Meeting, June 21, 2023, 1:30-4:00

LCAP – Public Hearing

Local Indicators – Public Hearing

Budget Overview- Public Hearing

TK Program

V. Adjournment: 6:46 p.m.

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