

**University Preparation School at CSU Channel Islands**  
**1099 Bedford Drive Camarillo, CA 93010**  
**Board of Directors Meeting**  
**University Preparation Charter School at CSU Channel Islands**

**June 30, 2023**

**1:30-4:00**

**Room D3**

<b>AGENDA</b>
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**Public Comment: Instructions for Addressing the Board of Directors and  
Requesting Agenda Items**

*If a member of the public wishes to speak about an item on the agenda, a Speaker Sheet should be completed, including the number of the agenda item, OR if wishing to speak to an item not on the agenda, stating the topic on which s/he wishes to speak. The Speaker Sheet should be presented to the Board Secretary prior to the start of the meeting.*

*Individual speakers will be allowed three (3) minutes to address the Board. The Board shall limit the total time for each agenda item to 20 minutes.*

*A member of the public wishing to place an item on the agenda should notify the University Preparation School office at least eight (8) days prior to the meeting date OR make such request when Future Agenda items are addressed. In accordance with Education Code 35145.5, the Board cannot enter a formal discussion or make a decision on any matter not on this agenda during this meeting. The Board may take action or refer to a later meeting any subject discussed in a presentation at this Board of Directors' meeting.  
Any Agenda Item is to be considered a Potential Action Item.*

**A. Call to Order (1:30-1:40)**

**B. Adoption of the Agenda**

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

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

**C. Pledge of Allegiance**

<b>D.</b>	<b>Roll Call</b>	<b>Present</b>	<b>Absent</b>
	<b><u>Board Members</u></b>		
	Jeanne Adams	_____	_____
	Melinda Brookshire	_____	_____
	Regina Carver	_____	_____
	Marlo Hartsuyker	_____	_____
	Jessica Lavariega Monforti	_____	_____
	Veronica Rauschenberger	_____	_____
	Brian Sevier	_____	_____
	Jesús Torres	_____	_____
	Lindsay Walker	_____	_____
	<b><u>Administration</u></b>		
	Charmon Evans	_____	_____
	Echo Reves	_____	_____
	Veronica Solorzano	_____	_____

**E. Public Comments**

**F. Directors' Reports**

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

**H. Advisory and Auxiliary Reports**

**1. School Site Council**

**2. ELAC**

**1. Parent, Teacher, Student Association**

## **ADJOURN OPEN SESSION**

## **II. Closed Session**

**A. Topic/Agenda Item: Public Employee/Employment/Review  
Executive Director Annual Review  
Personnel Involved: Charmon Evans**

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

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

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

### III. Regular Session

#### A. Consent Agenda (1:55-2:00)

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 June 21, 2023, Regular Board Meeting

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

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

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

- 1. Topic/Agenda Item: Annual Update, 2023-2024 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 (2:00-2:10)**  
**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 2023-2024 LCAP Package

Charmon Evans  
Executive Director

- 2. Topic/Agenda Item: Review and Approval of the 2023-2024 Budget for UPCS (2:10-2:20)**  
**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 2023-2024 Budget for UPCS  
Charmon Evans  
Executive Director

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

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

3. **Topic/Agenda Item: Review and approval of the May Financials for UPCS (2:10-2:20)**

**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 May Financials for UPCS

Charmon Evans  
Executive Director

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

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

4. **Topic/Agenda Item: Required Oral Report and contract approval for 2023-2024 school year regarding Executive Director (2:20-2:30)**

**Personnel Involved:** Jessica Lavariega Monforti

**Fiscal:** Base salary \$159,335.39, employer paid STRS \$30,433.06, employer paid Medicare \$9,878.79, employer paid SUI \$105.00, employer paid Med, Dent, Vision \$12,203.64. Total \$211,955.89

**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

Charmon Evans  
Executive Director

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

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

**5. Topic/Agenda Item: Review and Approval of Education Protection Account Spending Plan for 2022-2023 (2:30-2:40)**

**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 2022-2023  
Charmon Evans  
Executive Director

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

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

6. **Topic/Agenda Item: Review and Approval of the Vendor Authorization List for the 2023-2024 school year (2:40-2:50)**

**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 2023-2024 school year.  
Charmon Evans  
Executive Director

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

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

7. **Topic/Agenda Item: Review and Approval of the Key Experience Field Trip for the eighth-grade students to Washington D.C. April 1-April 6, 2024 (2:50-3:00)**

**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 Key Experience Field Trip to Washington D.C. for the eighth-grade students.

Charmon Evans  
Executive Director

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

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

8. **Topic/Agenda Item: Review and Approval of the Key Experience Field Trip for the Intermediate Years students to Catalina Island Marine Institute, CIMI, date to be determined (3:00-3:10)**

**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 Key Experience Field Trip to Catalina Island currently on a waitlist.

Charmon Evans

Executive Director

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

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

9. **Topic/Agenda Item: 2022-2023 Local Indicators (3:10-3:25)**

**Personnel Involved:** Charmon Evans



**III. Directors Announcements/Remarks**

**IV. Future Agenda Items: Next Meeting, August 24, 2023, 5:30-7:00pm**

**V. Adjournment:**