

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

Minutes for the Meeting held on Friday July 31, 2020  
at the UPCS site, Room D2

**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 Marlo Hartsuyker at 1:32p.m. This meeting was held by teleconference in accordance with the Executive Orders N-25-20 and N-29-20.

**B. Adoption of Agenda**

**Moved by** *Jeanne Adams* **Seconded by** *Carolyn Bernal*

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams	x			
Carolyn Bernal	x			
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Brian Sevier	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>
Carolyn Bernal	<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>
Lindsay Walker	<u>  x  </u>	<u>          </u> late

**Administration**

Charmon Evans	<u>  x  </u>	<u>      </u>
Darlene Hale	<u>  x  </u>	<u>      </u>
Veronica Solorzano	<u>  x  </u>	<u>      </u>

**E. Public Comments**

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

Marlo read the resignation letter from Roberto Martinez, dated July 27, 2020

**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 29, 2020 Regular Board Meeting**
- 2. Spring Consolidated Application (CONAPP)**

**Moved by Jeanne Adams Seconded by Carolyn Bernal**

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams	x			
Carolyn Bernal	x			
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	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 Reopening and COVID 19 Mitigation Plan

**Personnel Involved:** Charmon Evans/Darlene Hale/Veronica Solorzano/Rebecca Kruse

**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 Re-Opening and COVID 19 Mitigation Plan. This has been submitted to VCOE, Ventura County Department of Health, CDE, and CDE Health. Returned with only 3 items to change. A long discussion followed.

**Moved by Jesus Torres Seconded by Brian Sevier**

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Carolyn Bernal	x			
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Brian Sevier	x			
Jesús Torres	x			
Lindsay Walker	x			

### 2. Topic/Agenda Item: Review and Approval of the updated 2020-2021 School Calendar

**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 2020-2021 School Calendar for UPCS. Charmon stated that we decided to move all professional development days to the first week of school, new start date August 24<sup>th</sup>. A short discussion followed.

**Moved by *Lindsay Walker* Seconded by *Brian Sevier***

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams	x			
Carolyn Bernal	x			
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Brian Sevier	x			
Jesús Torres	x			
Lindsay Walker	x			

3. **Topic/Agenda Item:** Review and approval of IIPP: Injury and Illness, Prevention Plan, COVID-19 Addendum

Personnel Involved: Charmon Evans

Fiscal Implications:

Impact on School Mission, Vision or Goals:

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of the IIPP: Injury and Illness, Prevention Plan COVID-19 Addendum. This is the most updated version. A short discussion followed.

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

<b>Board Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Jeanne Adams	x			
Carolyn Bernal	x			
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Brian Sevier	x			
Jesús Torres	x			
Lindsay Walker	x			

4. **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 12 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.

Roann Bender-General Mathematics  
Tarah Colon-English Language Arts  
Brenda Goodson-English Language Arts  
Ann Ransom-Physical Education  
Carlos Sanchez-History/Social Science

**Personnel Involved:** Charmon Evans

**Fiscal Implications:**

**Impact on School Mission, Vision or Goals:**

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

**Director's Recommendation:** It is recommended that the Governing Board authorize the teaching assignment for the teachers listed. New rules pertaining to credentialing. A short discussion followed.

**Moved by** *Carolyn Bernal* **Seconded by** *Jeanne Adams*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Carolyn Bernal	x			
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Brian Sevier	x			
Jesús Torres	x			
Lindsay Walker	x			

5. **Topic/Agenda Item:** Review and Approval of Board Resolution Number 22 20-21, UPCS Taking a Stand

**Personnel Involved:** Charmon Evans

**Fiscal Implications:**

**Impact on School Mission, Vision or Goals:**

**Director's Recommendation:** The Executive Director recommends approval of Board Resolution Number 22 20-21. Charmon read the resolution aloud. All felt that is important to make a statement. A short discussion followed.

**Moved by Jeanne Adams Seconded by Jesus Torres**

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Carolyn Bernal	x			
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Brian Sevier	x			
Jesús Torres	x			
Lindsay Walker	x			

6. **Topic/Agenda Item:** Review and Approval of the #513 Suspension and Expulsion Policy

**Personnel Involved:** Charmon Evans

**Fiscal Implications:**

**Impact on School Mission, Vision or Goals:**

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

**Director's Recommendation:** The Executive Director recommends approval of Policy #513 Suspension and Expulsion Policy. Updated by attorney to comply with new changes in the Law/Ed Code. A short discussion followed.

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

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Carolyn Bernal	x			
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker	x			
Brian Sevier	x			
Jesús Torres	x			
Lindsay Walker	x			

7. **Topic/Agenda Item:** Review and Approval of the 2020-2021 Parent/Student Handbook and Annual Notification

**Personnel Involved:** Charmon Evans

**Fiscal Implications:**

**Impact on School Mission, Vision or Goals:**

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

**Director's Recommendation:** The Executive Director recommends approval of the 2020-2021 Student Handbook. A short discussion followed.

**Moved by** *Carolyn Bernal* **Seconded by** *Lindsay Walker*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				x
Carolyn Bernal	x			
Regina Carver	x			
Talya Drescher				x
Marlo Hartsuyker	x			
Brian Sevier	x			
Jesús Torres	x			
Lindsay Walker	x			

8. **Topic/Agenda Item:** Review and Approval of the #518 Title IX Harassment, Intimidation, Discrimination and Bullying Policy

**Personnel Involved:** Charmon Evans

**Fiscal Implications:**

**Impact on School Mission, Vision or Goals:**

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

**Director's Recommendation:** The Executive Director recommends approval of Policy #518 Title IX Harassment, Intimidation, Discrimination and Bullying Policy. Updated by attorney to comply with new changes in the Law/Ed Code. A short discussion followed.

**Moved by** *Brian Sevier* **Seconded by** *Lindsay Walker*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				x
Carolyn Bernal	x			
Regina Carver	x			
Talya Drescher				x
Marlo Hartsuyker	x			
Brian Sevier	x			
Jesús Torres	x			
Lindsay Walker	x			

9. **Topic/Agenda Item:** Review and Approval of the #519 Education for Homeless Children and Youth Policy

**Personnel Involved:** Charmon Evans

**Fiscal Implications:**

**Impact on School Mission, Vision or Goals:**

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

**Director's Recommendation:** The Executive Director recommends approval of Policy #519 Education for Homeless Children and Youth. Updated by attorney to comply with new changes in the Law/Ed Code. A short discussion followed.

**Moved by** *Brian Sevier* **Seconded by** *Lindsay Walker*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				x
Carolyn Bernal	x			
Regina Carver	x			
Talya Drescher				x
Marlo Hartsuyker	x			
Brian Sevier	x			
Jesús Torres	x			
Lindsay Walker	x			

10. **Topic/Agenda Item:** Review and Approval of the #520 Suicide Prevention Policy

**Personnel Involved:** Charmon Evans

**Fiscal Implications:**

**Impact on School Mission, Vision or Goals:**

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

**Director's Recommendation:** The Executive Director recommends approval of Policy #520 Suicide Prevention Policy Updated by attorney to comply with new changes in the Law/Ed Code. A short discussion followed.

**Moved by** *Brian Sevier* **Seconded by** *Lindsay Walker*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				x
Carolyn Bernal	x			
Regina Carver	x			
Talya Drescher				x
Marlo Hartsuyker	x			
Brian Sevier	x			
Jesús Torres	x			
Lindsay Walker	x			



11. **Topic/Agenda Item:** Review and Approval of the #521 Education for Foster and Mobile Youth

**Personnel Involved:** Charmon Evans

**Fiscal Implications:**

**Impact on School Mission, Vision or Goals:**

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

**Director's Recommendation:** The Executive Director recommends approval of Policy #521 Education for Foster and Mobile Youth. This is a brand new Policy! A short discussion followed.

**Moved by** *Lindsay Walker* **Seconded by** *Jesus Torres*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				x
Carolyn Bernal	x			
Regina Carver	x			
Talya Drescher				x
Marlo Hartsuyker	x			
Brian Sevier	x			
Jesús Torres	x			
Lindsay Walker	x			

12. **Topic/Agenda Item:** Review and Approval of the #105 Uniform Complaint Policy and Procedures

**Personnel Involved:** Charmon Evans

**Fiscal Implications:**

**Impact on School Mission, Vision or Goals:**

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

**Director's Recommendation:** The Executive Director recommends approval of Policy #105 Uniform Complaint Policy and Procedures. This policy was recommended by the attorney to have 2 separate policies. A short discussion followed.

**Moved by** *Jesus Torres* **Seconded by** *Carolyn Bernal*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				x
Carolyn Bernal	x			
Regina Carver	x			
Talya Drescher				x
Marlo Hartsuyker	x			
Brian Sevier	x			
Jesús Torres	x			
Lindsay Walker	x			

13. **Topic/Agenda Item:** Review and Approval of the #106 General Complaint Policy and Procedures

**Personnel Involved:** Charmon Evans

**Fiscal Implications:**

**Impact on School Mission, Vision or Goals:**

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

**Director's Recommendation:** The Executive Director recommends approval of Policy #106 General Complaint Policy. Not a lot of changes to this policy. A short discussion followed.

**Moved by** *Carolyn Bernal* **Seconded by** *Brian Sevier*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				x
Carolyn Bernal	x			
Regina Carver	x			
Talya Drescher				x
Marlo Hartsuyker	x			
Brian Sevier	x			
Jesús Torres	x			
Lindsay Walker	x			

14. **Topic/Agenda Item:** Review and Approval of the #404 Exposure Control Plan for Bloodborne Pathogens Policy General Complaint Policy

**Personnel Involved:** Charmon Evans

**Fiscal Implications:**

**Impact on School Mission, Vision or Goals:**

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

**Director's Recommendation:** The Executive Director recommends approval of Policy #404 Exposure Control Plan for Bloodborne Pathogens Policy. All health policies were sent to attorney for review. Not a lot of changes to this policy. A short discussion followed.

**Moved by** *Jesus Torres* **Seconded by** *Lindsay Walker*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				x
Carolyn Bernal	x			
Regina Carver	x			
Talya Drescher				x
Marlo Hartsuyker	x			
Brian Sevier	x			
Jesús Torres	x			
Lindsay Walker	x			

15. **Topic/Agenda Item:** Review and Approval of a contract with the Boys and Girls Club to support students in Distance Learning, primarily targeted to unduplicated students

**Personnel Involved:** Charmon Evans

**Fiscal Implications:**

**Impact on School Mission, Vision or Goals:**

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

**Director's Recommendation:** The Executive Director recommends approval of contract with Boys and Girls Club to support students in Distance Learning, primarily targeted to unduplicated students. Charmon has a meeting with BGC next week. A short discussion followed.

**Moved by** *Lindsay Walker* **Seconded by** *Brian Sevier*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				x
Carolyn Bernal				x
Regina Carver	x			
Talya Drescher				x
Marlo Hartsuyker	x			
Brian Sevier	x			
Jesús Torres	x			
Lindsay Walker	x			

16. **Topic/Agenda Item:** Review and Approval of the 2020-2021 Staff Handbook for UPCS.

**Personnel Involved:** Charmon Evans

**Fiscal Implications:**

**Impact on School Mission, Vision or Goals:**

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

**Director's Recommendation:** The Executive Director recommends approval of the 2020-2021 Staff Handbook for UPCS. A short discussion followed.

**Moved by** *Brian Sevier* **Seconded by** *Lindsay Walker*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				x
Carolyn Bernal				x
Regina Carver	x			
Talya Drescher				x
Marlo Hartsuyker	x			
Brian Sevier	x			
Jesús Torres	x			
Lindsay Walker	x			

17. **Topic/Agenda Item:** Review and Approval of the discontinuation of Title III Federal Funds due to current English Learner enrollment.

**Personnel Involved:** Charmon Evans

**Fiscal Implications:**

**Impact on School Mission, Vision or Goals:**

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

**Director's Recommendation:** The Executive Director recommends approval of the discontinuation of Title III Federal Funds. Charmon stated that we may now qualify.

**Tabled for future meeting.**

18. **Topic/Agenda Item:** Charter Renewal, Draft and Timeline

**Personnel Involved:** Charmon Evans

Charmon is meeting with Dr. Ramsey next week. We would like to approve at next meeting and send to PVSD on September 1.

19. **Topic/Agenda Item:** Budget Overview

**Personnel Involved:** Charmon Evans

We are receiving same funding as the 2019-2020 school year.

#### **IV. Board of Directors Announcements/Remarks**

- V. **Future Agenda Items: Next Meeting, August 28, 2020, 1:30-4:00**  
Charter Renewal  
Policy Review  
Possible Evening Meetings

#### **VI. Adjournment: 4:18 p.m.**