

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

APPROVED Minutes for the Meeting held on Friday, August 23, 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 Regina Carver at 1:40pm. Charmon stated that we have one change to the agenda. We have two number nines, please correct.

B. Adoption of the Agenda

Moved by Talya Drescher 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

C. Pledge of Allegiance- Led by Charmon Evans

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

E. Public Comments-None

F. Directors' Reports

Charmon-We started with new teacher orientation on August 8, other teachers were working on their classrooms. August 9, professional development for all full-time teachers. August 12, all staff met in the morning, with teachers staying the entire day. The week before school started, we had two teachers resign. Echo worked with Charmon and contacted many people around the county to find new teachers. Many thanks to Echo for all her hard work. PTSA held the annual back to school BBQ on August 12, it was a huge turnout. School officially started on Wednesday, August 14. The first few days of school we had a few students and several staff members with Covid. We started assessments days of school. The students will have early dismissal for the first eight days of school, with the next week returning to the regular schedule. The middle school will only have the first day as early dismissal. Specialists will start the following week.

G. Board Reports, Correspondence, and Communication-None

H. Advisory and Auxiliary Reports-Nothing to report

1. **School Site Council**-Today is the due date for nominations. We have three openings. The first meeting is at the end of September.
2. **ELAC**-The paperwork has been sent out to parents.
3. **Parent, Teacher, Student Association**- They held a lovely Back to School Picnic. They are planning two of our biggest fundraisers.

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. **August Personnel Activity Report and Staff Roster**
2. **Purchases to Ratify**

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

B. Items for Action, Discussion and or Information

1. Topic/Agenda Item: Review and Approval of the June 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 June Financials for UPCS.

Lisa B presented the financials, a brief discussion followed.

Moved by *Jeanne Adams* **Seconded by** *Talya Drescher*

Board Member	Aye	Nay	Abstain	Absent
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 Unaudited Actuals for Fiscal Year 2023-2024

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 Unaudited Actuals for Fiscal Year 2023-2024. Lisa stated that this is the same information, just in a different layout.

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

3. **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.**

Danna Hernandez- General Elective
Carmen Jimenez- General Elective
Oswaldo Pina- General Elective
Courtney Manriquez- 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 local board authorization for the teachers listed. Charmon stated that these are annual, beginning of the school year requirements.

Moved by *Veronica Rauschenberger* **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

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 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.**

Kara Blevins- ELA
Melissa Ronin- 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 local board authorization for the teachers listed.

Charmon stated that these are annual, beginning of the school year requirements.

Moved by Talya Drescher 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

5. **Topic/Agenda Item: Review and Approval of Board Authorizations, Pursuant to Education Code Section 44258.7 (c) (d), the holder of any 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.**

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 local board authorization for the teachers listed. Charmon stated that these are annual, beginning of the school year requirements.

Moved by Veronica Rauschenberger 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

6. **Topic/Agenda Item: Review and approval of the 2024-2025 Staff Handbook for UPCS**
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 Staff Handbook for UPCS. Charmon stated that there are only a few changes to parental leave. A brief discussion followed.

Moved by Talya Drescher 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

7. **Topic/Agenda Item: Review and approval of the 2024-2025 Parent/Student Handbook for UPCS**
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 Parent/Student Handbook for UPCS. Several changes were made to the cell phone policy at school. Any personal device will need to stay in the student's backpack, turned off and put into lockers, middle school. Backpacks are to remain in lockers during recess and lunch.

Moved by Veronica Rauschenberger 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

8. **Topic/Agenda Item: Review and Approval of Revision to #518 Harassment, Intimidation, Discrimination, and Bullying Policy**
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 revision to #518 Harassment, Intimidation, Discrimination and Bullying Policy. This policy has now changed, per state law, to two separate policies. Now Policy #518 and #522.

Moved by *Ernesto Guerrero* **Seconded by** *Talya Drescher*

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 Revision to #522 Title IX Policy**
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 revision to #522 Title IX Policy. This is a new policy.

Moved by *Veronica Rauschenberger* **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

10. **Topic/Agenda Item: Review and Approval of Revision to #903 Conflict of Interest Code Policy**
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 revision to #903 Conflict of Interest Code Policy. This policy is sent to the Ventura Grand Jury every other year. Last updated in 2022. A brief discussion followed.

Moved by Talya Drescher 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

11. **Topic/Agenda Item: Review and Approval of Revision to #519 Education for Homeless Children Youth Policy**
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 revision to #519 Education for Homeless Youth Policy. A few updates were made by the attorney. A brief discussion.

Moved by Veronica Rauschenberger 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

12. **Presentation of Parent Position Board Nomination: Christina Gonzalez-Ornelas**-Charmon introduced Christina to the board, she then spoke about her interest to join the board. Questions were asked by a few members of the board. Christina will be swearing in at the next meeting.

SUSPEND OPEN SESSION

A. CLOSED SESSION

- a. **Topic/Agenda Item: Anticipated Litigation**

Reconvene from Closed Session and report out any decisions made

No action taken, nothing to report.

III. Directors Announcements/Remarks-None

IV. Future Agenda Items: Next Meeting, September 27, 2024, 1:30-4:00pm

1. **Echo will present on the Behavior Matrix**
2. **More policies**
3. **Updated data, LCAP**
4. **Prop. 28**

V. Adjournment: 3:07 p.m.

