

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

APPROVED Minutes for the Meeting held on Thursday, August 24, 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 Regina Carver at 5:36pm
- B. **Adoption of the Agenda-change to item #5, remove investment committee.**

Moved by *Mindy Brookshire* **Seconded by** *Jeanne Adams*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Melinda Brookshire	x			
Regina Carver	x			
Talya Drescher	x			
Marlo Hartsuyker				x
Veronica Rauschenberger	x			
Lindsay Walker	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>
Melinda Brookshire	<u> x </u>	<u> </u>
Regina Carver	<u> x </u>	<u> </u>
Talya Drescher	<u> x </u>	<u> </u>
Marlo Hartsuyker	<u> </u>	<u> x </u>
Veronica Rauschenberger	<u> x </u>	<u> </u>
Lindsay Walker	<u> x </u>	<u> </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-First a video from the librarian for VCOE, Library Research. She has been helping refresh our school library. August 10 staff development meetings, new staff meetings, induction meetings. August 11 Ricky Robertson, this is our third year working with him on leadership and teacher efficacy. Also, student behaviors and challenges with younger students. August 14 the entire staff met in the morning; breakfast was provided by the PTSA. Tonight, is our TK-5 Back to school night. Our enrollment is strong, 730 total students.

**G. Board Reports, Correspondence, and Communications
None**

**H. Swearing in of new Board Members-Ernesto Guerrero and Celina Zacarias
Both read the Oath of Office and were welcomed by the board of directors.**

I. Advisory and Auxiliary Reports-Nothing to report

- 1. School Site Council-Charmon has sent information looking for new members to apply, applications are due Friday.**
- 2. ELAC-None**
- 3. Parent, Teacher, Student Association-The executive board will meet tonight, one or two positions are available on PTSA.**

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 July 7, 2023, Regular Board Meeting**
- 2. New Hires 2023-2024**
- 3. Purchases to ratify, July**

Moved by Lindsay Walker Seconded by Veronica Rauschenberger

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Melinda Brookshire	x			
Regina Carver	x			
Talya Drescher	x			
Ernesto Guerrero	x			
Marlo Hartsuyker				x
Veronica Rauschenberger	x			
Lindsay Walker	x			
Celina Zacarias	x			

B. Items for Action, Discussion and or Information

- Topic/Agenda Item: Election of Board President for the remainder of the 2023 year**
Personnel Involved: Charmon Evans
Fiscal Implications:
Options or Solutions (If applicable):
Director's Recommendation: It is recommended the Board of Directors elect a President for the remainder of 2023. After a brief discussion it was decided, President Veronica Rauschenberger, Vice President Regina Carver

Moved by Veronica Rauschenberger Seconded by Celina Zacarias

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Melinda Brookshire	x			
Regina Carver	x			
Talya Drescher	x			
Ernesto Guerrero	x			
Marlo Hartsuyker				x
Veronica Rauschenberger	x			
Lindsay Walker	x			
Celina Zacarias	x			

- Topic/Agenda Item: Review and approval of the June 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 June Financials for UPCS. Lisa went over financials repeating information for new members of the board. A lengthy discussion followed.

Moved by *Mindy Brookshire* **Seconded by** *Ernesto Guerrero*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Melinda Brookshire	x			
Regina Carver	x			
Talya Drescher	x			
Ernesto Guerrero	x			
Marlo Hartsuyker				x
Veronica Rauschenberger	x			
Lindsay Walker	x			
Celina Zacarias	x			

3. **Topic/Agenda Item: Review and approval of the Unaudited Actuals 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 Unaudited Actuals for UPCS. Lisa explained that this is the same information as the June Financials, just in a different format. A short discussion followed.

Moved by *Lindsay Walker* **Seconded by** *Mindy Brookshire*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Melinda Brookshire	x			
Regina Carver	x			
Talya Drescher	x			
Ernesto Guerrero	x			
Marlo Hartsuyker				x
Veronica Rauschenberger	x			
Lindsay Walker	x			
Celina Zacarias	x			

4. **Topic/Agenda Item: Review and Approval of Declaration of Teaching Staff needs for 2023-2024**

Personnel Involved: Charmon Evans

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

Options or Solutions (If applicable):

Director's Recommendation: The Executive Director recommends approval of the Declaration of Teaching Staff needs for 2023-2024. We have a new teacher that needs a waiver, emergency CLAD. This needs to be completed every Spring. Charter Schools previously did not apply. A short discussion followed.

Moved by Mindy Brookshire Seconded by Veronica Rauschenberger

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Melinda Brookshire	x			
Regina Carver	x			
Talya Drescher	x			
Ernesto Guerrero	x			
Marlo Hartsuyker				x
Veronica Rauschenberger	x			
Lindsay Walker	x			
Celina Zacarias	x			

5. **Topic/Agenda Item: Establish the 2023-2024 Audit/Fiscal Committee, Nominating Committee and the Admin Committee 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 convening of 2023-2024 Audit/Fiscal Committee, Nominating Committee and the Investment Committee for UPCS. After a short discussion Celina moved to approve the following slate:

Audit/Fiscal Committee-Regina Carver, Lindsay Walker, Veronica Rauschenberger

Nominating Committee-Ernesto Guerrero, Marlo Hartsuyker

Administrative Committee-Talya Drescher, Veronica Rauschenberger

Moved by *Celina Zacarias* **Seconded by** *Mindy Brookshire*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Melinda Brookshire	x			
Regina Carver	x			
Talya Drescher	x			
Ernesto Guerrero	x			
Marlo Hartsuyker				x
Veronica Rauschenberger	x			
Lindsay Walker	x			
Celina Zacarias	x			

6. **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.**

Roann Bender-General Elective
 Tarah Denton-General Elective
 Jonathon Finch-General Elective
 Brenda Goodson-General Elective
 Lesly Licea-General Elective
 Kimberly Matthes-General Elective
 Carlos Sanchez-General Elective
 Katie Ventura-General Elective
 Andre Bouweraerts-General Elective
 Cassandra Ferris-General Elective
 Allison Terpenney-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. We added Advisory to the Middle School.

Moved by *Talya Drescher* **Seconded by** *Mindy Brookshire*

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams	x			
Melinda Brookshire	x			
Regina Carver	x			
Talya Drescher	x			
Ernesto Guerrero	x			
Marlo Hartsuyker				x

Veronica Rauschenberger	x			
Lindsay Walker	x			
Celina Zacarias	x			

7. Topic/Agenda Item: Update to Approved LCAP

Personnel Involved: Charmon Evans/Lisa Boulos

After we submitted the LCAP, the county noticed an error, did not match the SACS report.

III. Directors Announcements/Remarks

IV. Future Agenda Items: Next Meeting, September 29, 2023, 1:30-4:00pm

- Youth Truth Data
- CONAPP
- Closed Session

V. Adjournment: 6:50pm

