

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

January 25, 2019

1:30-4:00

Room D2

AGENDA

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 into 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.

I. Opening Procedures (1:30-2:00)

A. Call to Order

B. Adoption of the Agenda

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Cathrine Cartwright				
Michelle Dean				
Marlo Hartsuyker				
Howard Hartzfeld				
Roberto Martinez				
Brian Sevier				

C. Pledge of Allegiance

D. Roll Call	Present	Absent
<u>Board Members</u>		
Jeanne Adams	_____	_____
Carolyn Bernal	_____	_____
Cathrine Cartwright	_____	_____
Michelle Dean	_____	_____
Marlo Hartsuyker	_____	_____
Howard Hartzfeld	_____	_____
Roberto Martinez	_____	_____
Brian Sevier	_____	_____
<u>Administration</u>		
Charmon Evans	_____	_____
Darlene Hale	_____	_____
Veronica Solorzano	_____	_____

E. Public Comments

F. Director's Report

G. Board Reports, Correspondence, and Communications

H. Advisory and Auxiliary Reports

- 1. University Charter Schools Education Foundation**
- 2. School Site Council**
- 3. Parent, Teacher, Student Association**
- 4. ELAC**

II. Regular Session

A. Consent Agenda (2:00-2:05)

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 November 30, 2018 Special Board Meeting**
- 2. Minutes of the November 30, 2018 Regular Board Meeting**

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Cathrine Cartwright				
Michelle Dean				
Marlo Hartsuyker				
Howard Hartzfeld				
Roberto Martinez				
Brian Sevier				

B. Items for Action, Discussion and or Information

- 1. Topic/Agenda Item: Elections for the Board of Directors January 2019- December 2019, President, Vice President, Treasurer and Secretary (2:05-2:20)**

Personnel Involved: Charmon Evans

Issues Involved/Fiscal Implications (If Any):

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

Options or Solutions: (If applicable):

Director's Recommendation: It is recommended the Board of Directors elect a President, Vice President, Treasurer and Secretary from January 2019-December 2019.

Charmon Evans

Executive Director

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Cathrine Cartwright				
Michelle Dean				
Marlo Hartsuyker				
Howard Hartzfeld				
Roberto Martinez				
Brian Sevier				

2. **Topic/Agenda Item: Review and Approval of the November & December Financials for UPCS (2:20-2:30)**

Personnel Involved: Lisa Boulos

Fiscal Implications:

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

Options or Solutions (If applicable):

Director's Recommendation: Administration recommends approval of the November & December Financials for UPCS

Charmon Evans
Executive Director

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Cathrine Cartwright				
Michelle Dean				
Marlo Hartsuyker				
Howard Hartzfeld				
Roberto Martinez				
Brian Sevier				

3. **Topic/Agenda Item: Review and Approval of the 1st Interim Financial Report for UPCS (2:30-2:40)**

Personnel Involved: Lisa Boulos

Fiscal Implications:

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

Options or Solutions (If applicable):

Director's Recommendation: Administration recommends approval of the 1st Interim Financial Report for UPCS

Charmon Evans
Executive Director

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Cathrine Cartwright				
Michelle Dean				
Marlo Hartsuyker				
Howard Hartzfeld				
Roberto Martinez				
Brian Sevier				

4. Topic/Agenda Item: Review and Approval of the Board of Director Calendar for 2019 (2:40-2:55)

Personnel Involved: Charmon Evans

Fiscal Implications:

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

Options or Solutions (If applicable):

Director's Recommendation: Administration recommends approval of the 2019 Board of Directors Calendar

Charmon Evans

Executive Director

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Cathrine Cartwright				
Michelle Dean				
Marlo Hartsuyker				
Howard Hartzfeld				
Roberto Martinez				
Brian Sevier				

5. Topic/Agenda Item: Review and Approval of candidate application(s) for consideration of board vacancy (2:55-3:15)

In order application was received.

Jesus Torres

Ruben Ruiz

Lindsay Walker

Personnel Involved: Charmon Evans

Issues Involved/Fiscal Implications (If Any):

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

Options or Solutions (If applicable):

Director's Recommendation: Administration recommends approval of moving forward for consideration of applicant to Board position.

Charmon Evans

Executive Director

Moved by _____ Seconded by _____

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Cathrine Cartwright				
Michelle Dean				
Marlo Hartsuyker				
Howard Hartzfeld				
Roberto Martinez				
Brian Sevier				

6. Topic/Agenda Item: Review of SARC for 2017-2018 (3:15-3:30)

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Cathrine Cartwright				
Michelle Dean				
Marlo Hartsuyker				
Howard Hartzfeld				
Roberto Martinez				
Brian Sevier				

ADJOURN OPEN SESSION

III. Closed Session (3:15-4:00)

- A. Topic/Agenda Item: Public Employee Discipline/Dismissal/Employment**
Personnel Involved: Executive Director

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Cathrine Cartwright				
Michelle Dean				
Marlo Hartsuyker				
Howard Hartzfeld				
Roberto Martinez				
Brian Sevier				

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

IV. Board of Directors Announcements/Remarks

V. Future Agenda Items: Next Meeting, TBD

VI. Adjournment