

**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**

November 22, 2019

1:30-4:00

Room D2

<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 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 (1:30-1:45)**

**A. Call to Order**

**B. Adoption of the Agenda**

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

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Marlo Hartsuyker				
Roberto Martinez				
Brian Sevier				
Jesús Torres				

**C. Pledge of Allegiance**

<b>D. Roll Call</b>	<b>Present</b>	<b>Absent</b>
<b><u>Board Members</u></b>		
Jeanne Adams	_____	_____
Carolyn Bernal	_____	_____
Regina Carver	_____	_____
Marlo Hartsuyker	_____	_____
Roberto Martinez	_____	_____
Brian Sevier	_____	_____
Jesús Torres	_____	_____
<b><u>Administration</u></b>		
Charmon Evans	_____	_____
Darlene Hale	_____	_____
Veronica Solorzano	_____	_____

**E. Public Comments**

**F. Spotlight-Recycle Program, Charmon Evans**

**G. Director's Report**

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

**I. Swearing in of new Board Member, Regina Carver**

**J. Advisory and Auxiliary Reports**

- 1. School Site Council**
- 2. ELAC**
- 3. Parent, Teacher, Student Association**

**II. Regular Session**

**A. Consent Agenda (1:45-1:50)**

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 September 27, 2019 Regular Board Meeting**

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

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Regina Carver				
Marlo Hartsuyker				
Roberto Martinez				
Brian Sevier				
Jesús Torres				

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

1. **Topic/Agenda Item: September and October Financials for UPCS, check register, credit card statement (1:50-2:05)**

**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 September and October Financials for UPCS

Charmon Evans  
Executive Director

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

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Regina Carver				
Marlo Hartsuyker				
Roberto Martinez				
Brian Sevier				
Jesús Torres				

2. **Topic/Agenda Item: Review and Approval of the 1<sup>st</sup> Interim Financial Report for UPCS (2:05-2:15)**

**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 1<sup>st</sup> Interim Financial Report for UPCS

Charmon Evans  
Executive Director

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

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Regina Carver				
Michelle Dean				
Marlo Hartsuyker				
Roberto Martinez				
Brian Sevier				

3. **Topic/Agenda Item: LCAP Actions and Services Revisions (2:15-2:30)**

**Personnel Involved:** Charmon Evans

**Fiscal Implications:**

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

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

**Director's Recommendation:**

Charmon Evans  
Executive Director

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

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Regina Carver				
Marlo Hartsuyker				
Roberto Martinez				
Brian Sevier				
Jesus Torres				

4. **Topic/Agenda Item: 2018-2019 Audit for UPCS (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 2018-2019 Audit for UPCS.

Charmon Evans

Executive Director

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

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Regina Carver				
Marlo Hartsuyker				
Roberto Martinez				
Brian Sevier				
Jesus Torres				

5. **Topic/Agenda Item: Nomination for new Board Secretary (2:40-2:45)**

**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 new Board Secretary

Charmon Evans

Executive Director

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

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Regina Carver				
Marlo Hartsuyker				
Roberto Martinez				
Brian Sevier				
Jesus Torres				

6. **Topic/Agenda Item: Goals and objectives for Investments (2:55-3:15)**

**Personnel Involved:** Investment Committee, Charmon Evans, Lisa Boulos, Marlo Hartsuyker, Roberto Martinez and Jesus Torres

**Fiscal Implications:**

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

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

**Director's Recommendation:** The Executive Director recommends the board establish investment goals and objectives  
Executive Director

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

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Regina Carver				
Marlo Hartsuyker				
Roberto Martinez				
Brian Sevier				
Jesus Torres				

7. **Topic/Agenda Item: Parent and Family Engagement Policy #000, Title 1 (3:15-3:25)**

**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 changes to the Parent and Family Engagement Policy #000, Title 1, made by SSC  
Charmon Evans  
Executive Director

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

Board Member	Aye	Nay	Abstain	Absent
Jeanne Adams				
Carolyn Bernal				
Regina Carver				
Marlo Hartsuyker				
Roberto Martinez				
Brian Sevier				
Jesús Torres				

8.     **Topic/Agenda Item: Test Scores (3:25-3:45)**  
          **Personnel Involved:** Charmon Evans
  
9.     **Topic/Agenda Item: Review of approved Federal Addendum for**  
          **2019-2020 (3:45-4:00)**  
          **Personnel Involved:** Charmon Evans

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

**V.     Future Agenda Items: Next Meeting, Annual Organizational Meeting,  
December 13, 2019**

**VI.   Adjournment**