

REGULAR MEETING OF THE GOVERNING BOARD MINUTES

Monday, January 11, 2016

1. The Regular Meeting of the University Preparatory School Board was called to order at 5:30 p.m. by Karen Hatter, Board President. Board members present were Mike Stuart and Susan Saephanh. Board Member Sue Brix joined the meeting via conference call. Superintendent/Principal Shelle Peterson and School Business Manager Molly Schlange were also present.
2. Karen Hatter led the Pledge of Allegiance.
3. There were no comments from the public.
4. The Board adjourned to Closed Session at 5:31pm.
5. The Board reconvened to Open Session at 5:35pm.
 - 5.1 Karen Hatter reported that no action was taken by the Board in Closed Session.
 - 5.2 Susan Saephanh made a motion to reappoint Mike Stuart to the University Preparatory School Board, Sue Brix seconded the motion, unanimously approved. Mike Stuart made a motion to approve the appointment of Mike Littau to the University Preparatory School Board, Sue Brix seconded the motion, unanimously approved. Mike Littau was sworn in by Board President Karen Hatter and officially seated on the University Preparatory School Board.
6. Mike Stuart made a motion to approve the Consent Agenda, Susan Saephanh seconded the motion, unanimously approved. Mike Stuart made a motion to approve the December 10, 2015 Regular Board Minutes and the December 17, 2015 Special Board Minutes, Susan Saephanh seconded the motion, unanimously approved, Mike Littau abstaining.
7. There were no persons wishing to address the Board.
8. Superintendent/Principal Report
 1. Superintendent/Principal Shelle Peterson delivered an update on conferences attended by staff during the month of December. Information was presented regarding the administration of the PSAT, as well as PSAT results. Mrs. Peterson thanked the Board; due to their support, U-Prep was able to administer the PSAT to all freshman and sophomore students this year. Mrs. Peterson shared that counselors would be meeting with students to assist them with interpreting the data produced from the PSAT.
9. Human Resources – Report

There was no Human Resources Report.

REGULAR MEETING OF THE GOVERNING BOARD MINUTES

Monday, January 11, 2016

10. Instruction – Report

There was no Instruction Report.

11. Business – Report

1. School Business Manager Molly Schlange reviewed the 2014-2015 Audit Report outlining details related to the purpose of the audit, the organization of the report, and the report summary. There was one finding which resulted in \$478 being returned from the second principal apportionment. Corrective action included the adoption of procedures to ensure that the unduplicated LCFF pupil count reported in CalPADS accurately reflects the annual status of EL students enrolled. Mrs. Schlange also provided the Board with an update on the release of the Governor's Budget.

12. Action Items

13. Administrative – Action

1. Mike Stuart made a motion to accept the proposed lottery date and time of Wednesday, March 2, 2016 at 4:00pm, Susan Saephanh seconded the motion, unanimously approved.
2. The Board discussed possible topics or areas of interest in preparation for the February Board Meeting/Retreat. Expressed areas of interest discussed were: Brown Act training and a recap of Board Protocols.
3. Susan Saephanh made a motion to approve the revised time of 4:00pm for the February 3, 2016 Board Meeting, Mike Littau seconded the motion, unanimously approved.

14. Human Resources – Action

1. Mike Stuart made a motion to approve the contract amendment for Superintendent/Principal Shelle Peterson, Susan Saephanh seconded the motion, Mike Littau abstaining, unanimously approved.

15. Business – Action

1. Susan Saephanh made a motion to accept the 2014-2015 Fiscal Year Independent Audit Report, Mike Stuart seconded the motion, unanimously approved.

16. Instruction – Action

There were no Instruction Action Items.

17. Closing

REGULAR MEETING OF THE GOVERNING BOARD MINUTES

Monday, January 11, 2016

18. Adjournment

Mike Stuart made a motion for adjournment at 6:24pm, Susan Saephanh seconded the motion, unanimously approved.