

**UNIVERSITY PREPARATORY SCHOOL REGULAR MEETING OF GOVERNING BOARD MINUTES  
FEBRUARY 3, 2016**

1. The Regular Meeting of the University Preparatory School Board was called to order at 4:03 p.m. by Karen Hatter, Board President. Board members present were Mike Stuart, Susan Saepanh, Mike Littau and Sue Brix. 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. Sue Brix made a motion to approve the January 11, 2016 Regular Board meeting minutes from the Consent Agenda, Mike Stuart seconded the motion, unanimously approved.
5. There were no persons wishing to address the Board.
6. Superintendent/Principal Report
  1. Superintendent/Principal Shelle Peterson related celebrations from the newly published February newsletter including the Mathcounts competition, ASB activities, and athletic competitions. She reported that student visitors from China were welcomed this week as part of the Confucius Classroom program. In alignment with this year's school goals, it was shared that an on-site ACT/SAT test prep program will be offered on April 9. Mrs. Peterson presented a report on conferences attended by staff in the month of January. Board members were invited to attend upcoming school events including, Just Dance, Mock Trial finals, and the Science Bowl competition.
7. Administrative Report
  1. School Business Manager Molly Schlange presented a review of the Conflict of interest Code and Form 700. Mrs. Schlange asked that Members of the Board return their completed Form 700 to her by the April 1st deadline.
8. Action Items
9. Administrative – Action
  1. Sue Brix made a motion to nominate Karen Hatter as University Preparatory School Board President, Mike Stuart seconded the motion, unanimously approved. Mike Stuart made a motion to nominate Sue Brix as University Preparatory School Vice President, Susan Saepanh seconded the motion, unanimously approved.
  2. Sue Brix made a motion to appoint Mike Littau as Board Liaison to the University Preparatory School Educational Foundation Board, Susan Saepanh seconded the motion, unanimously approved.

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10. BOARD TRAINING

Attorney Lisa Corr from law firm, Young, Minney and Corr, LLP conducted training in board protocols, the Brown Act and other board interests and functions for the University Preparatory School Board.

11. Closing

There were no requests for future agenda items.

12. Adjournment

Sue Brix made a motion for adjournment at 6:07pm, Mike Littau seconded the motion, unanimously approved.