

**UNIVERSITY PREPARATORY SCHOOL REGULAR MEETING OF GOVERNING BOARD MINUTES**  
**September 6, 2017**

1. The Regular Meeting of the University Preparatory School Board was called to order at 5:28 pm by Board Vice President Mike Stuart. Board Members Trent Copland and Susan Saephanh were present. Board President Sue Brix and Member Mike Littau were absent. Superintendent/Principal Shelle Peterson and School Business Manager Molly Schlange were also present.
2. Mike Stuart led the Pledge of Allegiance.
3. There was no Public Comment.
4. Board Member Mike Stuart made a motion to move Item 6.1.3 to Item 6.2.2 and to approve the Consent Agenda for the September 6, 2017 Board Meeting. Susan Saephanh seconded the motion, unanimously approved.
  - 4.1 Consent Items
    - 4.1.1 Request Approval of August 2, 2017 Minutes of Regular Board Meeting
    - 4.1.2 Request Approval of Out of State Field Trip: Sophomore Class to Ashland, OR, October 17, 2017
    - 4.1.3 Request Approval of Overnight Field Trip: Fall College Trip: CSU Chico, UC Davis, UC Berkeley, October 19-20, 2017
    - 4.1.4 Request Approval of Overnight/Out of State Field Trip: Sophomore Class to Ashland, OR, March 21-23, 2018
    - 4.1.5 Request Approval of Overnight Field Trip: Freshman Class Trip to Patrick's Point, October 18-20, 2017
    - 4.1.6 Request Approval of Textbook Surplus
    - 4.1.7 Request Approval of Surplus Property

5. REPORTS AND PUBLIC FORUM

5.1 There was no Public Forum

5.2 SUPERINTENDENT/PRINCIPAL REPORT

Superintendent/Principal Shelle Peterson provided the Board with an annual U-Prep Metrics Report. Mrs. Peterson guided the Board through a variety of data, including, but not limited to; demographics, academic awards, AP scores, CAASPP data, PSAT/SAT/ACT data and school awards. Mrs. Peterson followed up with a report on fall sports. Mrs. Peterson commended U-Prep teams for their early success. Mrs. Peterson commented on the creation of two additional volleyball teams for junior high that will allow more student/athletes an opportunity to participate during the school year. Mrs. Peterson concluded her report with an overview of Associated Student Body activities planned for the 2017-2018 school year. Mrs. Peterson praised ASB students for their continued support of school activities, most recently Back to School Night.

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6. DISCUSSION/ACTION ITEMS

6.1 ADMINISTRATIVE - ACTION

- 6.1.1 Board Member Trent Copland made a motion to approve the Information Technology Agreement between Shasta Union High School District and University Preparatory School, 2017-2018. Susan Saephanh seconded the motion, unanimously approved.
- 6.1.2 Board Member Susan Saephanh made a motion to approve the Memorandum of Understanding between Shasta College Dual Enrollment Program and University Preparatory School. Trent Copland seconded the motion, unanimously approved.
- 6.1.3 Item 6.1.3 moved to Item 6.2.2

6.2 BUSINESS- DISCUSSION

- 6.2.1 School Business Manager Molly Schlange presented the Unaudited Actuals for the 2016-2017 school year. Susan Saephanh made a motion to approve the 2016-2017 Unaudited Actuals. Trent Copland seconded the motion, unanimously approved.
- 6.2.2 School Business Manager, Molly Schlange presented a proposal on compensation for the Board to consider/take action. Board Member Trent Copland made a motion to approve Compensation Proposal for U-Prep staff as presented: 1% ongoing and 2% onetime (effective July 1, 2017). Susan Saephanh seconded the motion, unanimously approved.

6.3 HUMAN RESOURCES – DISCUSSION/ACTION

- 6.3.1 Board Member Trent Copland made a motion to approve the Fall Coaching Staff Assignments as presented, Susan Saephanh seconded the motion. Unanimously approved.

7. CLOSING/COMMENTS FROM THE BOARD

Board Vice President Mike Stuart commended community member Lynn Peebles for his foresight on recognizing the need for a personalized learning community in the North State, Shasta Secondary Home School/Shasta Charter Academy.

10. ADJOURNMENT

Board Member Susan Saephanh made a motion to adjourn the September 6, 2017 Board meeting. Motion seconded by Trent Copland. Unanimously approved. Meeting adjourned at 6:08pm.