

## UNIVERSITY PREPARATORY SCHOOL MEETING OF GOVERNING BOARD MINUTES

November 6, 2019

1. Board President Mike Stuart called the Regular Meeting of the University Preparatory School Board to order at 5:30 PM. Board Members Susan Saephanh, Mike Littau, Trent Copland and Sue Brix were present. Superintendent/Principal Shelle Peterson and School Business/HR Manager Molly Schlange were also present.
2. Mike Stuart led the Pledge of Allegiance.
3. There was no Public Forum
4. There was no Public Comment
5. Board Member Sue Brix made a motion to approve the Agenda Items/Order. Trent Copland seconded the motion, unanimously approved.
6. Board Member Trent Copland made a motion approve the Consent Agenda. Sue Brix seconded the motion, unanimously approved.

### 7. REPORTS

#### 7.1 SUPERINTENDENT/PRINCIPAL REPORT

Superintendent/Principal Shelle Peterson opened her presentation to the Board with an update on conferences attended by staff during the month of October and other notable recent events. Using the October-November Newsletter as a foundation for her report on current events, Mrs. Peterson guided the Board through highlights from the present and past months, including the upcoming junior high book fair, Enrollment Information Night taking place on November 19, and clubs on campus. Mrs. Peterson commended the counseling staff for their efforts involved in student support and college planning.

Assistant Principals Rochelle Angley and Monica Cabral proceeded Mrs. Peterson with an update on fall sports and the visual and performing arts. Ms. Angley highlighted accomplishments for football, cross-country, volleyball, swimming, girls tennis and golf, and cheer teams, as well as the forthcoming winter season sports. Ms. Angley thanked the Athletics Team for their efforts during the fall season. Mrs. Cabral updated the Board on Lura Wilhelm's art program, Marissa Kinneavy's dance program, Elizabeth Johnson's drum corps and strings program, the fall Musical (Guys & Dolls), and Student Government-led events.

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### 7.2 BUSINESS REPORT

School Business/HR Manager Molly Schlange reported that fiscal news was fairly quiet while we wait on the release of the Governor's Budget. The Legislative Analyst's Office is expected to release a report in mid-November on the fiscal health of the state. Mrs. Schlange stated that this will be the first glimpse of the state economy for the new fiscal year. Mrs. Schlange added that revenues have exceeded projections and that the effects of the recent fires may have an affect on state education finances.

## 8. ACTION/DISCUSSION ITEMS

### 8.1 ADMINISTRATIVE-ACTION/DISCUSSION

#### 8.1.1 Request Approval of Change of Date for December Board Meeting from December 4, 2019 to December 11, 2019 (ACTION)

Board Member Sue Brix made a motion to approve the Change of Date for the December Board Meeting from December 4 to December 11, 2019. Trent Copland seconded the motion, unanimously approved.

#### 8.1.2 California Dashboard Indicators Report (DISCUSSION)

Superintendent/Principal Shelle Peterson provided background information for the Board to support her report on the California Dashboard Local Indicators. Mrs. Peterson presented the report on the status of U-Prep's Local Indicators and reported that all five Local Indicators achieve "Met" status. Mrs. Peterson followed with a summary on each Indicator.

#### 8.1.3 SB 328 School Start Time (DISCUSSION)

Superintendent/Principal Shelle Peterson reviewed current information regarding SB 328 School Start Time for the Board. Mrs. Peterson reported that a small work group is being created in advance of implementation of SB 328. Mrs. Peterson asked that a School Board Member participate as an active member of the group. Board Member Susan Saephanh volunteered for the position.

### 8.2 BUSINESS – ACTION/DISCUSSION

#### 8.2.1 Compensation Proposal, 2019-2020 (DISCUSSION)

School Business/HR Manager Molly Schlange provided a refreshed view of compensation details, historical and current data included, for Board discussion purposes.

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### 8.2.2 The Board will take Action on a Compensation Increase for U-Prep Employees (ACTION)

Board Member Sue Brix made a motion to approve a 2% Compensation Increase retro to July 1, 2019 for all U-Prep Employees (faculty, support staff, counselors, and administrators). Trent Copland seconded the motion, unanimously approved.

### 8.2.3 Request Approval of Contract with McHale Sign Co. to Purchase a Replacement Marquee (ACTION)

Superintendent/Principal Shelle Peterson shared information on the current state of the U-Prep marquee. The marquee condition has been steadily declining over the past two years, requiring frequent and costly maintenance. Rather than continue with ongoing repairs, Mrs. Peterson recommended the Board approve replacement as presented in the proposed quote. Board Member Sue Brix made a motion to approve the purchase of replacement marquee. Trent Copland seconded the motion, unanimously approved.

## 8.3 HUMAN RESOURCES – ACTION/DISCUSSION

### 8.3.1 Request Approval of Winter Coaching Assignments (ACTION)

Board Member Trent Copland made a motion to approve Winter Coaching Assignments. Sue Brix seconded the motion, unanimously approved.

## 9. ADJOURNMENT TO CLOSED SESSION

Adjournment to Closed Session at 6:30 PM during this meeting to consider and/or take action upon the following item:

- a. Public Employment  
Title: Superintendent/Principal

## 10. OPEN SESSION/ACTION ITEM

The Board reconvened to Open Session at 6:35 PM. The Board voted to approve the extension of the employment contract for an additional year (through June 30, 2022). In accordance with Section 2 Compensation-Professional Growth, an additional five percent (5%) base salary increase was approved. Base salary for this agreement is revised to \$160,182.91. Health and welfare benefits total \$13,345.92.

## 11. CLOSING/OPPORTUNITY FOR BOARD COMMENTS

There were no Board comments

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12. FUTURE AGENDA ITEMS

There were no future agenda items

13. ADJOURNMENT

Board Member Sue Brix made a motion to adjourn at 6:40 PM. Trent Copland seconded the motion, unanimously approved.