

UNIVERSITY PREPARATORY SCHOOL SPECIAL MEETING OF GOVERNING BOARD MINUTES

August 7, 2019

1. Board Vice President Susan Saephanh called the Regular Meeting of the University Preparatory School Board to order at 5:37 PM. Board Members Mike Littau, Trent Copland and Sue Brix were present. Board President, Mike Stuart was not in attendance. Superintendent/Principal Shelle Peterson and School Business/HR Manager Molly Schlange were also present.
2. Susan Saephanh led the Pledge of Allegiance.
3. The Board adjourned to Closed Session at 5:38 PM.
4. The Board reconvened to Open Session at 5:59 PM. The Board reported no action taken.
5. There was no Public Forum
6. There was no Public Comment
7. Superintendent/Principal Shelle Peterson asked that Agenda Item 10.3.3: Request Approval for Fall Coaches, be added to the Agenda and Item 8.1.2: ASB Students to Weaverville, be removed from the Consent Agenda. Board member Sue Brix made a motion to approve the addition of Agenda Item 10.3.3. Trent Copland seconded the motion, unanimously approved.
8. Board Member Sue Brix made a motion to approve the agenda items and order. Trent Copland seconded the motion, unanimously approved.
9. Board Member Sue Brix made a motion approve the Consent Agenda. Trent Copland seconded the motion, unanimously approved.

10. REPORTS

10.1 SUPERINTENDENT/PRINCIPAL REPORT

Superintendent/Principal Shelle Peterson began her report by commending the staff for their commitment and energy involved in the opening of the new school year and participation in Arena Day. Moving forward, Mrs. Peterson reported that she would deliver the Annual Metrics Report at the September Board Meeting, but in the meantime, she would share some current data highlights; including 79% of U-Prep 7th grade students met or exceeded the state ELA test benchmark, the highest ever for this grade-level; 73% of U-Prep juniors met or exceeded the state math test benchmark, also the highest ever for this grade level; and finally, U-Prep administered 459 AP exams (47% high school participation). Mrs. Peterson provided the Board with an update on the Confucius Classroom/Institute Program at U-Prep. As reported in the news, the

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Confucius Institute at SFSU was recently closed due to federal action. The U-Prep Confucius Classroom was affiliated with that program. In response, U-Prep World Languages teacher, Dr. Biao Cheng alongside U-Prep, has submitted a request to join the other four existing CC schools/teaching sites in northern California to establish a Northern California Confucius Classroom Consortium (NCCC). Mrs. Peterson provided updates on staff conference attendance, athletics, as well as, leadership retreats. Mrs. Peterson reported on the new Summer Bridge 9 program (part of U-Prep's LCAP). Bridge 9 is a program designed for students that may need added support as they prepare to enter high school. Mrs. Peterson reported on upcoming events and sessions planned for Staff Development Day. Continuing on, Mrs. Peterson outlined the current WASC Self-Study process for the Board with an invitation for Trustees to join U-Prep staff in the process. Mrs. Peterson completed her report with legislative updates and their potential impact on charter schools.

10.2 BUSINESS REPORT

School Business/HR Manager Molly Schlange reported that Governor Newsome has adopted the State Budget and there will be no significant changes to our Adopted Budget. Mrs. Schlange anticipates an increase to the ending balance of approximately \$40,000.00 due to the STR's and PER's rates enacted in the state budget.

11. ACTION/DISCUSSION ITEMS

11.1 ADMINISTRATIVE-ACTION

11.1.1 Review/Discuss Proposed Policy for Post-Retirement Benefit Option for U-Prep Employees (Discussion)

Mrs. Peterson reported that work is continuing on the Post Retirement Benefit Option for U-Prep Employees, specifically definitive options that include consideration of all employees as intended. Mrs. Peterson reported that staff is working through the legalities and analyzing fiscal impact. An update will be provided at the September Board meeting.

11.2 BUSINESS – ACTION/DISCUSSION

11.2.1 Request Approval of 2019-2020 Textbook Adoption

Board Member Sue Brix made a motion to approve Adoption of the 2019-2020 Textbooks as presented. Trent Copland seconded the motion, unanimously approved.

11.2.2 Request Approval of Declaration of Textbooks as Surplus

Board Member Sue Brix made a motion to approve the Declaration of Textbooks as Surplus. Trent Copland seconded the motion, unanimously approved.

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11.2.3 Compensation, Salary & Benefits – Board Study (Discussion)

School Business/HR Manager Molly Schlange provided the Board with a Budget and Compensation Review.

11.3 HUMAN RESOURCES – ACTION/DISCUSSION

11.3.1 Request Approval of Hiring Certificated Teacher on a Variable Term Waiver for 2019-2020 (ACTION)

Board Member Sue Brix made a motion to approve hiring of Certificated Teacher, Taylor Angley on a Variable Term Waiver for 2019-2020. Trent Copland seconded the motion, unanimously approved.

11.3.2 Request Approval of Employee Assignments for 2019-2020 (ACTION)

Board Member Sue Brix made a motion to approve Robyn Johnson as Counseling Secretary and Nicole Pringle as Athletics Secretary. Trent Copland seconded the motion, unanimously approved.

11.3.3 Request Approval of Fall 2019 Coach(s) (ACTION)

Board Member Sue Brix made a motion to approve the 2019 Fall Coaching Staff. Trent Copland seconded motion, unanimously approved.

12. CLOSING/OPPORTUNITY FOR BOARD COMMENTS

There were no comments.

13. FUTURE AGENDA ITEMS

There were no future agenda items.

14. ADJOURNMENT

Board Member Sue Brix made a motion to adjourn at 7:06 PM. Trent Copland seconded the motion, unanimously approved.