

**UNIVERSITY PREPARATORY SCHOOL BOARD OF TRUSTEES  
AUGUST 5, 2020 MEETING MINUTES**

1. Board President Susan Saephanh called the Regular Meeting of the University Preparatory School Board to order at 5:36 PM. Board Members Mike Stuart, Mike Littau, Sue Brix, and Trent Copland were present. Superintendent/Principal Shelle Peterson and School Business/HR Manager Molly Schlange were also present.
2. PUBLIC FORUM  
There were no persons wishing to address the Board
3. OPPORTUNITY FOR PUBLIC COMMENT  
There was no Public Comment
4. APPROVAL OF AGENDA ITEMS/ORDER  
Superintendent/Principal Shelle Peterson requested the addition of Items 8.1.3, Request Approval of Shasta College Dual Enrollment Program MOU, 2020-2021, and 8.2.5, Approval of 2020-2021 Consolidated Application for Funding. Board Member Trent Copland made a motion to approve the Agenda Items/Order with the requested additions. Sue Brix seconded the motion, unanimously approved.
5. APPROVAL OF CONSENT AGENDA  
Board Member Trent Copland made a motion to approve the Consent Agenda. Sue Brix seconded the motion. Unanimously approved.
6. REPORTS
  - 6.1 SUPERINTENDENT/PRINCIPAL REPORT  
Superintendent/Principal Shelle Peterson reported that the 6<sup>th</sup> grade team, Counselors Matt Williams and Joe Maikranz, and Assistant Principals Monica Cabral and Rochelle Angley conducted a very successful socially distanced orientation for incoming 6<sup>th</sup> grade students. Students were arranged in small groups and were able to tour the campus, orient to their school day and participate in relationship building activities. Mrs. Peterson thanked all who were involved. Mrs. Peterson shared that on August 5<sup>th</sup> and 6<sup>th</sup>, the Bridge 9 program was held on campus for freshmen students. Bridge 9 was open to all students who wished to attend, ultimately over 50 students chose to participate. Students took turns attending rotating classes taught by freshmen teacher in small groups.

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6.2 BUSINESS REPORT

School Business/HR Manager Molly Schlange provided a brief fiscal update adding that most information that she had shared at the July meeting had not changed. Mrs. Schlange reported that she will continue to watch cash flow and follow the adopted budget.

7. ACTION/DISCUSSION ITEMS

7.1 ADMINISTRATIVE-ACTION/DISCUSSION

7.1.1 Request Approval of Date/Time for Special Board Meeting in August 2020 (ACTION)

Superintendent/Principal Shelle Peterson requested to set a Special Board meeting during the month of August to host the initial public hearing of the Learning Continuity and Attendance Plan. Board Member Sue Brix made a motion to approve Wednesday, August 19 at 5:00 PM as the date to hold the Special Board meeting. Trent Copland seconded the motion, unanimously approved.

7.1.2 Request Adoption of Health and Safety Policy for COVID-19 (ACTION)

Superintendent/Principal Shelle Peterson shared the recommended Policy that constitutes the COVID-19 Infection Control Plan for University Preparatory School. A review of the plan was conducted with the Board. Board Member Trent Copland made a motion to adopt the University Preparatory School Health and Safety Policy for COVID-19. Sue Brix seconded the motion, unanimously approved.

7.1.3 Request Approval of Shasta College Dual Enrollment Program MOU, 2020-2021 (ACTION)

Board Member Sue Brix made a motion to approve the Shasta College Dual Enrollment Program MOU (Memorandum of Understanding), for 2020-2021. Trent Copland seconded the motion, unanimously approved.

7.2 BUSINESS – ACTION/DISCUSSION

7.2.1 Request Approval of 2020-2021 Textbook Adoption (ACTION)

Board Member Sue Brix made a motion to approve the 2020-2021 Textbook Adoption as presented. Mike Littau seconded the motion, unanimously approved.

7.2.2 Recommend Approval of Declaration of Textbooks as Surplus (ACTION)

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

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- 7.2.3 Request Approval of 45 Day Budget Revision(ACTION)  
School Business/HR Manager Molly Schlange reported that
  
- 7.2.4 Transportation Services, 2020-2021 (ACTION)  
Superintendent/Principal Shelle Peterson reported that after reviewing data from the 2019-2020 school year, the morning bus service continues to show low participation. In light of fiscal priorities and a tightened budget, the Board voted to eliminate the morning bus service. Board Member Trent Copland made a motion to approve the elimination of morning bus service. Mike Littau seconded the motion, unanimously approved.
  
- 7.2.5 Request Approval of 2020-2021 Consolidated Application for Funding (ACTION)  
Board Member Trent Copland made a motion to approve the 2020-2021 Consolidated Application for Funding. Sue Brix seconded the motion, unanimously approved.

8. ADJOURNMENT TO CLOSED SESSION

The Board adjourned to Closed Session at 6:36 PM to consider and/or take action upon the following item:

- a. Public Employee: Performance Evaluation (G.C. 54957.6))  
Title: Superintendent/Principal

9. OPEN SESSION/ACTION ITEM

The Board returned to open session at 6:45 PM, the Board reported no action taken.

10. FUTURE AGENDA ITEMS

There were no future agenda items.

11. CLOSING/OPPORTUNITY FOR BOARD COMMENTS

There were no Board comments

12. ADJOURNMENT

The meeting was adjourned at 6:46 PM