

UNIVERSITY PREPARATORY SCHOOL BOARD OF TRUSTEES

JUNE 8, 2022 REGULAR MEETING MINUTES

5:30 PM

SLC BOARD ROOM

2200 EUREKA WAY

REDDING, CA 96001

1. Board Member Susan Saephanh called the Regular Meeting of the University Preparatory School Board to order at 5:30 PM. Board Members Mike Stuart and Sue Brix were present. Board President Mike Littau was absent. Superintendent/Principal Rochelle Angley, Associate Principal Monica Cabral, Assistant Principal Barbara Reuss and School Business/HR Manager Molly Schlange were also present.
2. OPENING BUSINESS
Board Member Susan Saephanh led the Pledge of Allegiance.
3. STUDENT HIGHLIGHTS
Associate Principal Monica Cabral stated that the Student Highlights portion of the meeting would be brought back in the fall when students return to campus.
4. STAFF HIGHLIGHTS
Mrs. Cabral recognized U-Prep support staff and commended them for their hard work and dedication. Support staff includes: 299 Supervisor, Nathan Gaddy; Campus Security Officer, Bryan Loucks; Attendance Technician, Kari Reed; Student Services Center Secretary, Becky Houston; ASB/Athletics Secretary, Vicki Aday; Registrar, Sandy Lanzi; and Executive Assistant, Elizabeth Trayford.
5. PUBLIC COMMENT
There was no Public Comment
6. APPROVAL OF AGENDA ITEMS/ORDER
Superintendent/Principal Rochelle Angley requested that Item 9.1.3: Request Approval of May 9, 2022 Special Meeting Minutes, be added to the Consent Agenda. Board Member Sue Brix made a motion to add Item 9.1.3 to the Consent Agenda. Susan Saephanh seconded the motion. Unanimously approved.
Motion –Brix
Second – Saephanh
Ayes – Brix, Stuart, Saephanh
Carried – 3-0
7. APPOINTMENT OF BOARD MEMBER
Board Member Sue Brix made a motion to appoint Daren Fisher to the U-Prep School Board. Mike Stuart seconded the motion, unanimously approved. Board Member Susan Saephanh administered the Oath of Office.
Motion- Brix
Second- Stuart
Ayes- Brix, Stuart, Saephanh,
Carried-3-0

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8. APPROVAL OF CONSENT AGENDA

8.1 CONSENT ITEMS

8.1.1 Request Approval of May 4, 2022 Regular Meeting Minutes

8.1.2 Request Approval of May 9, 2022 Special Meeting Minutes

8.1.3 Request Approval of Overnight Field Trip; Dance Team to St. Mary's College, July 22-25, 2022

Board Member Sue Brix made a motion to approve the Consent Agenda. Mike Stuart seconded the motion, unanimously approved.

Motion – Brix

Second – Stuart

Ayes – Brix, Stuart, Saephanh, Fisher

Carried – 4-0

9. REPORTS

9.1 SUPERINTENDENT/PRINCIPAL REPORT

Superintendent/Principal Rochelle Angley introduced Athletic Director Steven Schuster. Mr. Schuster provided a comprehensive report on all sports from the 2021-2022 school year. Mr. Schuster declared the past year to be the most successful in school history due to support from the community, the school and of course, the students. Assistant Principal Barb Reuss followed with a report on VAPA and ASB events that took place during the 2021-2022 school year. Associate Principal Monica Cabral shared details of “senior week”; including Senior Breakfast & Awards and Disneyland.

Superintendent/Principal Rochelle Angley rounded out the report by sharing that once again, US News and World Recognized U-Prep as a high ranking school in the United States. U-Prep’s rankings surpassed the previous year’s rankings. Ms. Angley reported on end of year activities for junior high and how wonderful the graduation ceremonies were this year despite a bit of rain at high school.

9.2 BUSINESS REPORT

School Business/HR Manager Molly Schlange reported that there is now a clear picture of the 2022-2023 budget. To provide context for the upcoming Budget report, Mrs. Schlange offered background details to support how current figures were arrived at. Mrs. Schlange added that the May Revision of the Governor’s Proposed Budget more closely aligns to that of the Legislature. Mrs. Schlange is hopeful that ongoing money will be applied to the LCFF base.

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10. ACTION/DISCUSSION ITEMS

10.1 ADMINISTRATIVE – ACTION/DISCUSSION

10.1.1 Request Approval of 2022-2023 Course Guide (ACTION)

Superintendent/Principal Rochelle Angley reported that minimal updates were made to the Course Guide in order to bring it into alignment with the Student Parent Handbook

Motion-Brix

Second-Stuart

Ayes-Brix, Stuart, Saepanh, Fisher

Carried-4-0

10.1.2 Request Approval of 2022-2023 Student Parent Handbook (ACTION)

Annually, U-Prep Administration consults with legal counsel in response to legal updates and/or matters of administrative consideration, as well as those that correlate to a policy articulated in the Student Parent Handbook.

Recommendations and updates are as follows:

- Recommendation from administration to adopt revisions to U-Prep's Dress Code;
- In consultation with legal counsel, administration recommended revisions that were outlined in the provided document and were reviewed and discussed at the Board meeting.

Board Member Sue Brix made a motion to approve the 2022-2023 Student Parent Handbook with the exception of the policy on hat wearing. U-Prep's policy on hats will be brought forward for further discussion at the August Board meeting.

Motion-Brix

Second-Fisher

Ayes-Brix, Fisher, Stuart, Saepanh

Carried-4-0

Board Member Mike Stuart excused himself from the meeting at 7:08 PM.

10.1.3 Request Approval of 2022-2023 Bell Schedule (ACTION)

Motion-Brix

Second-Fisher

Ayes-Brix, Fisher, Saepanh, Stuart

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10.1.4 Request Approval of 2022-2023 Academic Calendar (ACTION)

Motion-Brix

Second-Fisher

Ayes-Brix, Fisher, Saepanh

Carried-3-0

10.2 BUSINESS – ACTION/DISCUSSION

10.2.1 Request Approval of 2021-2024 Local Control Accountability Plan (LCAP) Annual Update (ACTION)

Motion-Brix

Second-Fisher

Ayes-Brix, Fisher, Saepanh

Carried-3-0

10.2.2 Request Approval of 2022-2023 Proposed Budget (ACTION)

The Annual Proposed Budget must be approved by the Board on or before July 1 each year. The 2022-2023 Proposed Budget assumes the 6.56% Cost of Living Adjustment announced in the Governor’s May Revision release on May 13, 2022. The May Revision included additional budget allocations for the Local Control Funding Formula (LCFF) base as well as one-time discretionary dollars. These items were not included in the U-Prep Proposed Budget as they are simply proposals at this time. The California State Legislature is currently working to address the finance and policy proposals introduced. U-Prep’s 2022-2023 Adopted Budget will be updated to reflect the 2022-2023 State of California Budget Adoption in August of 2022.

Motion-Brix

Second-Fisher

Ayes-Brix, Fisher, Saepanh

Carried-3-0

10.2.3 Recommend Adoption of Resolution for 2022-2023 Budget Transfers (ACTION)

Motion-Brix

Second-Fisher

Ayes-Brix, Fisher, Saepanh

Carried-3-0

10.2.4 Recommend Adoption of Resolution for 2022-2023 Educational Protection Account (EPA) Expenditures (ACTION)

Motion-Brix

Second-Fisher

Ayes-Brix, Fisher, Saepanh

Carried-3-0

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10.2.5 Request Approval of Bank Signatories (ACTION)

Motion-Brix
Second-Fisher
Ayes-Brix, Fisher, Saephanh
Carried-3-0

10.3 HUMAN RESOURCES – ACTION/DISCUSSION

10.3.1 Recommend Approval of 2022-2023 Fall Coaching Staff (ACTION)

Motion –Brix
Second – Fisher
Ayes – Brix, Fisher, Saephanh
Carried-3-0

10.3.2 Recommend Approval of 2022-2023 Declaration of Need (ACTION)

Motion - Brix
Second - Fisher
Ayes – Brix, Fisher, Saephanh
Carried-3-0

10.3.3 Request Approval of Employee Contract: School Business/HR Manager (ACTION)

Board Vice-President, Susan Saepnhanh stated, "As to the next item regarding approval of the School Business/HR Manager Employment agreement, I am required by law to indicate, prior to any vote on the employment contract. The contract is for 3 years of employment beginning July 1, 2022 and ending on June 30, 2025. The contract provides for the following terms:

1. A full-time work schedule consisting of 261 Calendar Days;
2. A base salary of \$115,000 per year;
3. \$13,845 paid toward health benefits per year;
4. 12 days of paid sick leave per year.
20 days of paid vacation per year.

Motion - Bix
Second - Saephanh
Ayes - Brix, Saephanh, Fisher
Carried - 3-0

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11. SUGGESTED FUTURE AGENDA ITEMS

There were no suggested Future Agenda Items.

12. CLOSING/OPPORTUNITY FOR BOARD COMMENTS

Board Member Sue Brix stated that the high school graduation ceremony was super. Superintendent/Principal Rochelle Angley thanked the Board Members for their participation in both graduation ceremonies.

11. ADJOURNMENT

Trustee Brix made a motion to adjourn the meeting at 7:56 PM. Motion seconded by Daren Fisher. Unanimously approved.