

**UNIVERSITY PREPARATORY SCHOOL BOARD OF TRUSTEES  
AUGUST 4, 2021 REGULAR MEETING MINUTES  
5:30 PM  
SLC BOARD ROOM  
2200 EUREKA WAY  
REDDING, CA 96001**

1. Board Vice President Susan Saephanh called the Regular Meeting of the University Preparatory School Board to order at 5:30 PM. Board Members Trent Copland and Sue Brix were present. Board Members, Mike Stuart and Mike Littau were absent. Superintendent/Principal Shelle Peterson and School Business/HR Manager Molly Schlange were also present.
  
2. OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS  
U-Prep parent, Taff Harvey, presented a letter to the Board that states her, (with the support of California Parents United and Protection of the Educational Rights of Kids), opposition to the CDPH guidelines for mask-wearing in schools. Mrs. Harvey feels that it should be a parental decision to determine what is best for their student when it comes to mask-wearing. U-Prep parent, Laura Barnett spoke briefly in support of Mrs. Harvey's point of view.
  
3. PUBLIC FORUM  
There was no Public Forum.
  
4. APPROVAL OF AGENDA ITEMS/ORDER  
Superintendent/Principal Shelle Peterson requested that two items be added to the agenda:  
Human Resources  
Item 8.3.3 Request Approval of Employee Assignment for 2021-2022(ACTION)  
Item 8.3.4 Request Approval of Schedule of Hourly Pay for Academic Instructional Aide (ACTION)  
That the Board approve the agenda items/order, as presented.  
Motion – Brix  
Second – Copland  
Ayes – Saephanh  
Carried – 3-0
  
5. APPROVAL OF CONSENT AGENDA  
That the Board approve the consent agenda, as presented.  
Motion –Brix  
Second – Stuart  
Ayes – Copland, Saephanh, Brix  
Carried – 3-0

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**6. REPORTS**

**6.1 SUPERINTENDENT/PRINCIPAL REPORT**

Superintendent/Principal Shelle Peterson reported that July was a productive month spent planning and executing the Admin Team and Leadership Team retreats. The campus has sprung to life again after summer break with yearbook students holding a workshop on campus, 6<sup>th</sup> grade students (85% of the class) participating in WEB (orientation), and the BRIDGE 9 program in gear for new freshmen. Mrs. Peterson thanked Guidance Counselor, Matt Williams for spearheading 6<sup>th</sup> grade orientation and Assistant Principal, Monica Cabral for her efforts organizing the BRIDGE 9 program. Moving forward, U-Prep is looking forward to holding Arena Day on campus on August 5, as well as Staff Development day. Following Mrs. Peterson's report, Assistant Principal, Rochelle Angley reported the U-Prep athletics enjoyed a wonderful summer with teams holding practice and camps on campus.

**6.2 BUSINESS REPORT**

School Business Manager Molly Schlange stated that Governor Newsome signed the 2021-2022 State Budget on June 28, 2021. The State Budget Enactment mirrors the May Revision to the extent that the only change impacting U-Prep Adopted Budget is the decrease in the SUI rate for 2021-22 and 2022-23.

**7. ACTION/DISCUSSION**

**7.1 ADMINISTRATIVE – ACTION/DISCUSSION**

**7.1.1 Request Approval of U-Prep Health & Safety COVID-19 Policy (ACTION)**

Mrs. Peterson shared the opinion provided by legal counsel in response to the mask mandate enforcement; should the school choose not to comply with the current mask mandate there were potential consequences to include but not limited the absence of insurance coverage for COVID-19 related claims, personal liability for Board members, Cal/OSHA fines and penalties for jeopardizing the health and safety of all employees, charter school revocation, and criminal liability. Mrs. Peterson provided the CDPH COVID-19 Public Health Guidance for K-12 Schools in California for the 2021-2022 School Year noting updates as reflected in the proposed Health and Safety Policy COVID-10. Key elements addressed were noted as:

- K-12 students are required to mask indoors. Adults in K-12 school settings are required to mask when sharing indoor spaces with students.
- Schools must develop and implement local protocols to enforce mask requirements.

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- Quarantine protocols for vaccinated and unvaccinated close contacts.  
A discussion regarding revisions and implications surrounding mask mandate enforcement ensued.  
Motion – Brix  
Second – Copland  
Ayes – Brix, Copland, Saepanh  
Carried – 3-0

7.1.2 Request Approval of Recommended Independent Study Program (AB 130) Policy (ACTION)

Superintendent/Principal Shelle Peterson presented the proposed U-Prep Independent Study Program (ISP) policy. Mrs. Peterson provided a copy of the Master Agreement for Independent Study as well as the CDE Independent Study Notice Pertaining to Assembly Bill 130 and Alternative Schools and Programs of Choice. Mrs. Peterson reviewed the proposed policy noting that AB130 ISP is optional for charter schools. She noted that by providing this option, medically compromised students will have safe access to the U-Prep academic program.

Motion – Brix  
Second – Copland  
Ayes – Brix, Copland, Saepanh  
Carried – 3-0

7.1.3 Recommend Adoption of Shasta College Dual Enrollment Resolution (ACTION)

Superintendent/Principal Shelle Peterson provided updates on the 2021-2022 Dual Enrollment courses and faculty.

Motion – Brix  
Second – Copland  
Ayes – Brix, Copland, Saepanh  
Carried – 3-0

7.2 BUSINESS – ACTION/DISCUSSION

7.2.1 Compensation, Salary, and Benefits – Board Study (DISCUSSION)

School Business/HR Manager Molly Schlange provided the Board with an annual review of compensation to include salary and benefits. Discussion followed.

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7.2.2 Request Approval of 2021-2022 Application for Funding: Title II (ACTION)

The University Preparatory School Governing Board reviewed and approved the schools funding application for Federal categorical funds. These funds include Title I, Title II, Title III, English Learner, Title III Immigrant, and Title IV. U-Prep is intending to apply only for Title II funds (Supporting Effective Instruction) for 2021-2022 which are used for Professional Development purposes aligned to the school's LCAP.

Motion – Brix

Second – Copland

Ayes – Brix, Copland, Saepanh

Carried – 3-0

7.2.3 Request Approval of LCAP Federal Addendum (ACTION)

Motion – Brix

Second – Copland

Ayes – Brix, Copland, Saepanh

Carried – 3-0

7.2.4 Request Approval of 45 Day Budget Revision (ACTION)

The 45 Day Budget reflects salary and benefit costs adjustments related to retirements, resignations, and staff shifts that have occurred post 2021-2022 Budget Adoption.

Motion – Copland

Second – Brix

Ayes – Brix, Copland, Saepanh

Carried – 3-0

7.3 HUMAN RESOURCES – ACTION/DISCUSSION

7.3.1 Request Approval of Fall Coaching Staff (ACTION)

All fall coaching positions with the exception of Girls Golf, JH B Volleyball, and JH A and B soccer were presented for approval. U-Prep administration looks forward to filling the remaining vacancies in the near future.

Motion – Brix

Second – Copland

Ayes – Brix, Copland, Saepanh

Carried – 3-0

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7.3.2 Request Approval of Restructuring of Athletic Secretary and ASB Financial Clerk Positions (ACTION)

Superintendent/Principal Shelle Peterson and School Business/HR Manager Molly Schlange discussed the redistribution of assignments as a result of staffing shifts and athletic program growth. Superintendent/Principal Shelle Peterson proposed collapsing the Athletic Secretary position and redirecting duties to a proposed part-time ASB Financial Clerk position in addition to collapsing the Junior High Athletic Director position and expanding the high school Athletic Director position to include all U-Prep athletic programs.

Motion – Brix

Second – Copland

Ayes – Brix, Copland, Saephanh

Carried – 3-0

7.3.3 Request Approval of Employee Assignment for 2021-2022 (ACTION)

Classified Staff: Cyril Daumont – Academic Instructional Aide

Motion – Brix

Second – Copland

Ayes – Brix, Copland, Saephanh

Carried – 3-0

7.3.4 Request Approval of Schedule of Hourly Pay for Academic Instructional Aide (ACTION)

Motion – Brix

Second – Copland

Ayes – Brix, Copland, Saephanh

Carried – 3-0

8. There were no future agenda items.

9. CLOSING/OPPORTUNITY FOR BOARD COMMENTS

There were no Board comments.

10. Board Member Trent Copland made a motion to adjourn the Regular Board meeting at 7:13 PM. Motion seconded by Sue Brix. Unanimously approved.