

**UNIVERSITY PREPARATORY SCHOOL BOARD OF TRUSTEES  
AUGUST 9, 2024 SPECIAL MEETING MINUTES  
3:00 PM  
SLC BOARDROOM  
2200 EUREKA WAY  
REDDING, CA 96001**

1. Board President Sue Brix called the Special Meeting of the University Preparatory School Board to order at 3:04 PM. Board Members Mike Littau and Susan Saephanh were present. Assistant Principal Monica Cabral and School Business/HR manager Molly Schlange were also in attendance.
2. OPENING BUSINESS  
Board President Sue Brix led the Pledge of Allegiance.
3. PUBLIC COMMENT  
There was no public comment.
4. APPROVAL OF AGENDA ITEMS/ORDER  
Motion - Saephanh  
Second – Littau  
Ayes – Brix, Littau, Saephanh  
Carried – 3-0
5. BOARD MEMBER INTERVIEWS  
The Board interviewed two potential Board Members; Kyle Jones and Damaris Stevens. Board Member Mike Littau moved to appoint Damaris Stevens. Susan Saephanh seconded the motion.  
Motion - Littau  
Second – Saephanh  
Ayes – Brix, Littau, Saephanh  
Carried – 3-0
6. SUGGESTED FUTURE AGENDA ITEMS  
No future agenda items.
7. CLOSING/OPPORTUNITY FOR BOARD COMMENTS  
There were no closing comments.
8. ADJOURNMENT  
Board Member Susan Saephanh made a motion to adjourn the meeting at 4:06PM. Motion seconded by Mike Littau. Motion approved.