

UNIVERSITY PREPARATORY SCHOOL BOARD OF TRUSTEES
SEPTEMBER 11, 2024 SPECIAL MEETING MINUTES
5:30 PM
SLC BOARDROOM
2200 EUREKA WAY
REDDING, CA 96001

1. Board President Sue Brix called the Regular Meeting of the University Preparatory School Board to order at 5:30 PM. Board Members Mike Stuart, Susan Saephanh, Damaris Stevens and Mike Littau 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. STAFF HIGHLIGHTS

3.1 The UPrep Math Department including teachers Rochelle Deter, Jeanne Crawford, Christi Isheim, Michelle Oberlander, Rachel Carey and Ally Nwobi presented to the Board a school-wide math problem that all math teachers gave to their students in grades 6-12 at the beginning of the school year. They also brought in high school students to talk about their approach to the problem and their thoughts on seeing how other students solved the problem.

4. PUBLIC COMMENT

There was no public comment.

5. APPROVAL OF AGENDA ITEMS/ORDER

Motion - Stuart
Second – Saephanh
Ayes – Brix, Littau, Stevens
Carried – 5-0

6. OATH OF OFFICE

Board President, Sue Brix administered the Oath of Office to Damaris Stevens and welcomed her to the University Preparatory School Board.

7. APPROVAL OF CONSENT AGENDA

7.1 CONSENT ITEMS

- 7.1.1 Request Approval of August 1, 2024 Special Board Meeting Minutes
- 7.1.2 Request Approval of August 14, 2024 Regular Board Meeting Minutes
- 7.1.3 Request Approval of Overnight Field Trip: Freshman trip to Whitmore, CA, September 30-October 2, 2024
- 7.1.4 Request Approval of Overnight Field Trip: Volleyball to Santa Cruz, CA, October 10-12, 2024
- 7.1.5 Request Approval of Overnight Field Trip: Uprep Band/Choir to Disneyland, March 25-27, 2025
- 7.1.6 Request Approval of Overnight Field Trip: Counseling Center College Trip to Reno, NV, Chico, CA and Sacramento, CA, September 30-October 1, 2024

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Motion - Saephanh
Second – Stuart
Ayes – Brix, Littau, Stevens
Carried – 5-0

8. REPORTS

8.1 SUPERINTENDENT/PRINCIPAL REPORT

Assistant Principal Monica Cabral updated the Board on the many events on Campus in August to welcome students back to campus. She highlight our Junior High Social, Pancake Breakfast and Popsicle Social, and thanked our ASB Students and advisors for their time and effort in putting together those events. She also gave an update on how our Fall Athletic teams are doing, as well as our upcoming Musical and plans to celebrate our 20th year.

8.2 BUSINESS REPORT

School Business Manager, Molly Schlange reported that there hasn't been any new or additional budget information since the last meeting however; there are still a number of bills the governor will need to act on that could have a fiscal impact in the future. Our next big fiscal update will be in November and December of 2024 as we prepare for the Governor's Budget in January of 2025.

9. ACTION/DISCUSSION ITEMS

9.1 ADMINISTRATION - ACTION/DISCUSSION

9.1.1 Appointment of Board Officers (ACTION)

Board Member Mike Stuart made a motion to appoint Susan Saephanh as the Board Vice-President. Mike Littau seconded the motion and it passed unanimously. Susan Saephanh abstained from the vote.

9.1.2 2023-2024 School Metrics Report (DISCUSSION)

UPrep Assistant Principal, Monica Cabral presented the 2023-2024 School Metrics Report data to the board.

9.2 BUSINESS – ACTION/DISCUSSION

9.2.1 Request Approval of the 2023-2024 Unaudited Actuals (ACTION)

Motion - Stuart
Second – Stevens
Ayes – Brix, Littau, Saephanh, Stevens, Stuart
Carried – 5-0

9.2.2 Compensation Study (DISCUSSION)

School Business/HR Manager, Molly Schlange presented the Board with data related to budget and compensation for discussion. The Board requested that

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the item be placed on the October 9, 2024 Agenda for further discussion and potential action.

9.3 HUMAN RESOURCES – ACTION/DISCUSSION

9.3.1 Request Approval of Fall Coaching Staff (ACTION)

Motion - Stuart
Second – Saephanh
Ayes – Brix, Littau, Saephanh, Stevens, Stuart
Carried – 5-0

9.3.2 Request Approval of Revised Declaration of Need (ACTION)

Motion - Littau
Second – Saephanh
Ayes – Brix, Littau, Saephanh, Stevens, Stuart
Carried – 5-0

10. ADJOURNMENT TO CLOSED SESSION

Adjournment to Closed Session during this meeting to consider and/or take action upon the following item:

10.1 Public Employee: Performance Evaluation (G.C. 54957)
Title: Superintendent/Principal

Motion to defer item 10.1 to October 2024 meeting.

Motion - Saephanh
Second – Stuart
Ayes – Brix, Littau, Saephanh, Stevens, Stuart
Carried – 5-0

12. SUGGESTED FUTURE AGENDA ITEMS

There were no suggested future agenda items.

12. CLOSING/OPPORTUNITY FOR BOARD COMMENTS

The board members welcomed Damaris Stevens to the Board.

13. ADJOURNMENT

Board Member Mike Stuart made a motion to adjourn the meeting at 7:19PM. Motion seconded by Damaris Stevens. Motion approved.