

University Preparatory School
Shasta Learning Center – 2200 Eureka Way
Redding, CA 96001

University Preparatory School
SUHSD Board Room
June 22, 2011
8:00 am

Meeting Minutes

- 1. Call to order** The meeting was called to order at 8:14 am by David Yorton. In attendance: Lewis Chamberlain, Cathy Wyatt, Sue Brix, and Karen Hatter. Superintendent/Principal Erin Stuart and Associate Principal Kathy Malain were also present.
- 2. Call for requests from the audience to speak to any item on the Agenda –** There were no requests from the audience to speak to any item on the agenda.
- 3. Closed Session –** The Board adjourned to Closed Session at 8:15 am and reconvened at 9:25 am. President of the Board David Yorton reported that the Board took action to hire Jude Morris, fulltime Latin teacher and promote Lane Carlson to Assistant Principal.

Consent Agenda – Lewis Chamberlain moved to approve the Consent Agenda. Seconded by Sue Brix. Unanimously passed.
- 4. Budget Presentation -** David Flores, Chief Business Official at SUHSD presented to the Board a session on school finance, cash deferrals, and budgeting. President of the Board David Yorton thanked Mr. Flores on behalf of the Board for his presentation.
- 5. 2011-2012 Adopted Budget –** Executive Assistant Molly Schlange presented the proposed 2011-2012 Budget to the Board for adoption. Cathy Wyatt moved to adopt the 2011-2012 Budget with modifications to the Multi-Year Projection of expenditures. Seconded by Sue Brix. Unanimously passed.
- 6. U-Prep Educational Foundation (Report)** Associate Principal Kathy Malain reported that the Foundation Board members will meet Friday for their annual retreat. The focus will be on expanding their website, working on a mission/vision statement, and setting up committees. She also reported that the Foundation has a beginning balance of \$21,000+ for 2011-12, which is \$7,000 more than the beginning balance for 2010-11.

- 7. IB Program (Report)** Associate Principal Kathy Malain reported on her research into the IB program which is focused on preparing students for admission to international schools. Changing to an IB school would involve a paradigm shift, incur significant costs and impact the master schedule
- 8. Dual Enrollment (Report)** Superintendent/Principal Erin Stuart reported that U-Prep is on the list for dual enrollment through Shasta College. The Dual Enrollment Program is currently under review by the college.
- 9. The Board will take action on Use of Electronics Policy for Juniors and Seniors (Discussion/Action).** David Yorton moved to approve the use of electronics for juniors and seniors using the following language in the Student-Parent Handbook, seconded by Karen Hatter. Unanimously approved.

IPODS/MP-3 PLAYERS/OTHER HAND-HELD ELECTRONICS

Students are not permitted to bring electronic equipment with or without earphones to school. The school is not responsible for the loss of personal electronics brought to school. (Ed. Code 48901.5) Electronic equipment will be confiscated and kept in the office until after school. If the student brings the equipment to school a second time, it will be kept in the office until a parent collects it and the student will be assigned detention. Students are not permitted to bring laser pointers to school. *Juniors and seniors at U-Prep may bring I-Pods, MP-3 players, etc. to listen to music between classes, during open periods, or in class with the permission of the teacher (Board Approved 6/22/2011).*

- 10. The Board will discuss and take action on Regular Board Meeting dates for the 2011-2012 School Year (Discussion/Action)** David Yorton moved to approve the 2011-2012 Regular Board Meeting dates as discussed. Seconded by Karen Hatter. Unanimously passed.
- 11. The Board will review and take action on a Board Resolution regarding Budget Transfers (Discussion/Action)** David Yorton Moved to approve a Board Resolution regarding Budget Transfers for 2011-2012 as presented. Seconded by Cathy Wyatt. Unanimously passed.
- 12. The Board will discuss and take action on weighted vs. un-weighted grades (Discussion/Action)** The Board discussed weighted vs. un-weighted grades with Superintendent/Principal Erin Stuart. No action was taken.
- 13. Superintendent/Principal Annual Report (Information)**
Superintendent/Principal Erin Stuart reviewed her Annual Report outline with the Board. Mrs. Stuart will submit her written annual report to the Board prior to the August 3, 2011 Board meeting. No action was taken.

14. 2011-2012 Superintendent/Principal and Board Goals (Discussion/Action)

Superintendent/Principal Erin Stuart and the Board reviewed and discussed how the Superintendent/Principal and Board Goals have been met during the 2010-2011 school year. A discussion was held on how to maintain and reach goals during the 2011-2012 school year. No action taken.

15. The Board will review, modify, and take action on the University

Preparatory School Charter (Discussion/Action) David Yorton moved to approve the Charter as submitted. Seconded by Lewis Chamberlain. Unanimously passed.

16. The Board will review, modify, and update the University Preparatory School Board By-Laws (Discussion/Action)

Lewis Chamberlain moved to approve the Board By-Laws as presented. Seconded by Sue Brix. Unanimously passed. Discussion was held regarding the need for a conflict of interest code. This item will be placed on the August Board Agenda.

17. The Board will discuss and take action on the University Preparatory School Board Self-Assessment process (Discussion/Action)

Following discussion David Yorton requested that a **sub-committee** look at previous Self-Assessment tools as well as outside sources. Mr. Yorton requested that the information gathered be presented at a future Board meeting. Cathy Wyatt and Sue Brix will work on establishing a Board Self-Assessment process for review. No action taken.

18. The Board will discuss and take action on the succession of University Preparatory School leadership (Discussion/Action)-

Following discussion David Yorton requested that a Special Board Meeting be held on July 6, 2011 to discuss a process for succession and appointment.

19. Board Development: *The 7 Outs* – This agenda item was deferred to the August Board Meeting.

Public Forum

Hearing of persons desiring to address the Board on a subject not covered within this agenda – There were no requests from the audience to speak to any item not on the agenda.

20. Comments from individual members of the Board – David Yorton

congratulated Superintendent/Principal Erin Stuart, Faculty, Staff and Students on their *Newsweek* ranking of 163.

University Preparatory School
Regular Board Meeting

June 22, 2011

21. Adjournment –David Yorton moved to adjourn the meeting at 2:56 pm.
Seconded by Lewis Chamberlain.