

University Preparatory School

Shasta Learning Center – 2200 Eureka Way – Redding, CA 96001

University Preparatory School Board

SUHSD Board Room

September 7, 2011

6:00 pm

Meeting Minutes

1. **Call to order**

The meeting was called to order at 6:07 p.m. by President of the Board David Yorton. In attendance: Vice-President of the Board Lewis Chamberlain and Board Members Sue Brix, Karen Hatter. Superintendent/Principal Erin Stuart and Associate Principal Kathy Malain were also present.

2. David Yorton led the **Pledge of Allegiance**.

3. **Approval of Items on the Agenda (Discussion/Action)**

Lewis Chamberlain moved to approve the agenda. Seconded by David Yorton. Unanimously passed

4. **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 items on the agenda.

Public Forum

There were no comments from the audience in regards to any agenda item.

5. **Consent Agenda** Sue Brix moved to approve the Consent Agenda. Seconded by Lewis Chamberlain. Unanimously passed

INFORMATIONAL

New Staff Introductions

Superintendent/Principal Erin Stuart introduced Steven Schuster and Mike Dean to the Board. Mr. Schuster was hired to teach PE for the 2011–2012 school year and Mr. Dean was hired to teach Prep Latin, Computer Applications, and Latin I. Both Mr. Schuster and Mr. Dean shared with the Board their background.

Board /Staff Pizza Dinner

Superintendent/Principal Erin Stuart discussed October 5th as the Board/Staff Pizza Dinner. Dinner will be provided in the Board room beginning at 4:30 pm.

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REPORTS

Student Body Report

Student Body President Lane Simmons reported on school activities. The Back to School Dance was well attended by both junior high and high school students. The U-Prep football team won their 1st football game of the season and the Musical *Annie* has been cast and is in rehearsal. October 14th will be homecoming (U-Prep v. Willows). The week of October 10–14 students will participate in Spirit Week.

Educational Foundation Report

Executive Assistant Molly Schlange reported that the Educational Foundation Board has begun gearing up for the 2012 U-Prep Auction. The Auction Committee and sub-committees will be meeting over the next few weeks with their teams in preparation for this year's event. Mrs. Schlange also reported that the Marquee Committee will be meeting next month to discuss beginning the Marquee project. The committee has already received not only monetary donations but also labor volunteers.

Superintendent's Report

Superintendent/Principal Erin Stuart reported on our API score of 896 and congratulated the 475 students who were on the Honor Roll for the spring of 2011. Honor Roll students were honored at the Panther Afternoon Assembly on September 2nd. Mrs. Stuart announced that this year's sophomore trip would include a visit not only to Southern Oregon University but also to Oregon State and the University of Oregon. Mrs. Stuart showed the Board the new uprep.net website and thanked Dr. Cheng for his work on the site; it will launch in January 2012. Mrs. Stuart updated the Board on Facilities now that RSA has moved. The 120 –129 hall will become "Pennant Hall" and will host pennants from each school that our alumni attend as well as the schools from which our faculty and staff graduated.

Budget Report

Executive Assistant Molly Schlange reported to the Board on our unaudited actuals for the 2010–2011 school year. Mrs. Schlange reported that our unaudited actuals show an ending balance of \$1,952,531.61 which is an increase of \$443,816 over 2nd Interim projections. An increase in ADA as well as conservative spending contributed to the ending balance.

6. OLD BUSINESS

Conflict of Interest Policy

David Yorton suggested that the Board review the modified Conflict of Interest Policy and that the policy be placed on the October 5th agenda. As there were no objections, the Conflict of Interest Policy was added to the October 5th agenda.

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Emergency Succession Plan

David Yorton suggested that the Board review the modified Emergency Succession Plan prior to the next Board meeting and that the item be placed on the October 5th agenda. As there were no objections, the Emergency Succession Plan was added to the October 5th agenda.

Strategic Plan

David Yorton moved to approve the Strategic Plan as presented. Seconded by Sue Brix. Unanimously passed.

Board Self-Evaluation Process

Following discussion, David Yorton suggested that each Board Member complete the three Board Self-Evaluation tools prior to the October 5th Meeting and that members bring them to the Board Meeting for further discussion. As there were no objections, the Board Self-Evaluation Process was added to the October 5th Agenda.

7. NEW BUSINESS (Discussion/Action)

Resignation of Classified Employee

David Yorton moved to approve the resignation of Amber Whitley, After-School Program Coordinator, effective August 17, 2011. Seconded by Lewis Chamberlain. Unanimously passed.

Donation from the McConnell Foundation

David Yorton moved to accept the donation from the McConnell Foundation for the purchase of drums. Seconded by Karen Hatter. Unanimously passed.

Textbook Adoption

Sue Brix moved to approve the adoption of textbooks for 2011-2012. Seconded by David Yorton. Unanimously passed.

ASB Regulations and Board Policy

Executive Assistant Molly Schlange discussed Board Policy regarding ASB fundraising with the Board. Mrs. Schlange is working with SUHSD to establish clear policies and will bring a draft copy of the University Preparatory School Board Policy regarding ASB Fundraisers to the October Board Meeting.

ASB Rollover

Lewis Chamberlain moved to approve the ASB Rollover of \$124,447 from 2010-11. Seconded by Sue Brix. Unanimously passed.

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Fundraisers

David Yorton moved to approve the fundraisers for 2011–2012 as submitted. Seconded by Karen Hatter. Unanimously passed.

Field Trips

Sue Brix moved to approve the field trip requests as submitted. Seconded by David Yorton. Unanimously passed.

STIS Forms

David Yorton moved to approve the STIS forms for 2011–2012 as submitted. Seconded by Karen Hatter. Unanimously passed.

Update of Mission/Vision

Superintendent/Principal Erin Stuart discussed with the Board how the University Preparatory School staff and students were working to revisit and update the Mission of the school. No action taken.

PUBLIC FORUM

Hearing of persons desiring to address the Board on a subject not covered within this agenda

There were no persons desiring to address a subject not covered in this agenda.

8. Comments from individual members of the Board

President of the Board David Yorton reminded everyone to vote on-line for the Raley's Grant.

CLOSED SESSION (Discussion/Action)

The Board went into Closed Session at 8:01.

Public Employee Appointment (G.C. 54957)

Title: Teachers/Classified Employees

Public Employees Compensation (G.C. 54957.6)

**Public Employees Discipline/Dismissal/release
(G.C. 54957)**

Public Employee Performance Evaluation (G.C.54957.6)

Title: Superintendent/Principal

Conference with Legal Counsel – Anticipated Litigation (G.C. 54956.9(b))

Number of Cases: 2

The Board adjourned from Closed Session at 8:15.

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9. The Board will report on action taken in closed session

President of the Board David Yorton announced that the Board hired Shawna Webster as the After School Program Coordinator and that they will offer an early retirement incentive for employees.

11. Adjournment

Lewis Chamberlain moved to adjourn the meeting at 8:17; seconded by David Yorton.
Meeting adjourned.