

UNIVERSITY PREPARATORY SCHOOL BOARD OF TRUSTEES

JUNE 11, 2025 MEETING MINUTES

5:30 PM

SLC BOARDROOM

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 5:31 PM. Board Members Mike Stuart, Kyle Jones and Damaris Stevens were present. Superintendent/Principal Rochelle Angley, Associate Principal Monica Cabral and School Business/HR manager Molly Schlange were also in attendance.

2. OPENING BUSINESS

Board Vice-President Susan Saephanh led the Pledge of Allegiance.

3. ADJOURNMENT TO CLOSED SESSION

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

- 3.1 Public Employment
Title: Superintendent/Principal

4. RECONVENE IN OPEN SESSION

- 4.1 No action taken in closed session.

5. PUBLIC COMMENT

There was no public comment.

6. APPROVAL OF AGENDA ITEMS/ORDER

Motion - Stuart
Second – Jones
Ayes – Saephanh, Stevens
Carried – 4-0

7. APPROVAL OF CONSENT AGENDA

- 7.1 Consent Items
 - 7.1.1 Request Approval of May 14, 2025 Regular Meeting Minutes
 - 7.1.2 Request Approval of Out of State/Overnight Field Trip: Dance Team to U.C. Davis in Davis, CA: July 12-15, 2025
 - 7.1.3 Request Approval of Out of State/Overnight Field Trip: HS Boys Basketball to Modesto Christian High School in Modesto, CA: June 6-8, 2025
 - 7.1.4 Request Approval of Out of State/Overnight Field Trip: Cross Country to Mammoth Lake, CA: July 25-30, 2025
 - 7.1.5 Request Approval of Out of State/Overnight Field Trip: Cross Country to Woodbridge Invite in Irvine, CA: September 18-21, 2025
 - 7.1.6 Request Approval of Out of State/Overnight Field Trip: Cross Country to State Championships in Fresno, CA: November 28-29, 2025
 - 7.1.7 Request Approval of Out of State/Overnight Field Trip: Girls Basketball to Brookings, OR : June 26-28, 2025

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Motion - Stevens
Second – Jones
Ayes – Saephanh, Stuart
Carried – 4-0

8. REPORTS

8.1 SUPERINTENDENT/PRINCIPAL REPORT

Ms. Angley reported on several end-of-year celebrations and school updates. She shared that graduation season was a great success and extended her appreciation to Kristen Mason and Matt Williams for their exceptional coordination of the ceremonies. At the 8th grade promotion, Acacia McDaniel performed a musical number, while seniors and choir members contributed a special performance during the 12th grade graduation ceremony. Ms. Angley also highlighted other year-end events including Day on the Green—organized with the help of ASB and Yearbook—along with the staff cornhole tournament, 6th Grade Ancient Civilizations Day, the 8th grade Sunsplash trip, and the Senior Breakfast and Awards Ceremony. Projected enrollment for the 2025–2026 school year is currently at 1,015 students; Ms. Angley shared that the school is slightly under this target and will admit additional students to meet enrollment goals. She also celebrated the achievements of the school's athletic program, noting that the senior class led an outstanding year with 11 League Titles, 7 Section Titles, and 9 League MVP recognitions. Lastly, Ms. Angley announced that the school plans to return to 5-minute passing periods next year and that a draft bell schedule will be brought to the next board meeting for review.

8.2 BUSINESS REPORT

School Business Manager, Molly Schlange reported that the State Budget Enactment should be signed by the governor in the next 7-10 days. Both the Assembly and the Senate voted to fully fund the 2.30% cost of living adjustment and the governor's proposal for a one-time block grant.

9. ACTION/DISCUSSION ITEMS

9.1 ADMINISTRATION - ACTION/DISCUSSION

9.1.1 Request Approval of the Modified 2025-2026 Board Meeting Calendar (ACTION)
The Board approved the modified calendar and will be adding a Special Board Meeting on July 30th.

Motion - Stuart
Second – Jones
Ayes – Saephanh, Stevens
Carried – 4-0

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9.2 BUSINESS - ACTION/DISCUSSION

- 9.2.1 Request Approval of 2025-2028 Local Control Accountability Plan (LCAP) Annual Update (ACTION)

Motion - Stevens
Second – Jones
Ayes – Saephanh, Stuart
Carried – 4-0

- 9.2.2 Request Approval of 2025-2026 Local Control Accountability Plan (LCAP) Federal Addendum (ACTION)

Motion - Stuart
Second – Stevens
Ayes – Jones, Saephanh
Carried – 4-0

A motion was made to recess at 7:15pm.

Motion - Stevens
Second – Jones
Ayes – Saephanh, Stuart
Carried – 4-0

The Board reconvened at 7:23pm.

- 9.2.3 Local Indicator Self Reflection (2024-2025) (INFORMATION)

- 9.2.4 Request Approval of 2025-2026 Textbook Adoption (ACTION)

Motion - Stevens
Second – Jones
Ayes – Saephanh, Stuart
Carried – 4-0

9.3 BUSINESS - ACTION/DISCUSSION

- 9.3.1 Compensation Review (DISCUSSION)

School Business Manager, Molly Schlange provided a fiscal update to the Board. Information presented a current fiscal update as well as a 3-year look ahead.

- 9.3.2 Request Approval of 2025-2026 Proposed Budget (ACTION)

Motion - Stevens
Second – Stuart

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Ayes – Jones, Saephanh
Carried – 4-0

9.3.3 Request Approval of Surplus Textbooks (ACTION)

Motion - Stuart
Second – Jones
Ayes – Saephanh, Stevens
Carried – 4-0

9.3.4 Request Approval of Resolution for 2025-2026 Budget Transfers (ACTION)

Motion - Jones
Second – Stuart
Ayes – Saephanh, Stevens
Carried – 4-0

9.3.5 Request Approval of Resolution for 2025-2026 Educational Protection Account (EPA) Expenditures (ACTION)

Motion - Jones
Second – Stevens
Ayes – Saephanh, Stuart
Carried – 4-0

9.3.6 2025-2026 Consolidated Application for Funding (ACTION)

Motion - Stevens
Second – Jones
Ayes – Saephanh, Stuart
Carried – 4-0

9.3.7 Request Approval of Certificated Draft Salary Schedules; Teacher 180 Day, Counselor 200 Day, and Certificated Administration 214 Day effective July 1, 2025.

Motion - Stuart
Second – Stevens
Ayes – Jones, Saephanh
Carried – 4-0

9.3.8 Request Approval of Classified Draft Salary Schedule: (ACTION)

Motion - Stevens

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Second – Jones

Ayes – Saephanh, Stuart

Carried – 4-0

- 9.3.9 Request Approval of Job Description and Draft Salary Schedule for The Associate Superintendent of Educational Services (ACTION)

Motion - Stuart

Second – Jones

Ayes – Saephanh, Stevens

Carried – 4-0

- 9.3.10 Request Approval of Job Description and Draft Salary Schedule for The Director of Administrative Services (ACTION)

Motion - Stevens

Second – Jones

Ayes – Saephanh, Stuart

Carried – 4-0

9.4 HUMAN RESOURCES - ACTION/DISCUSSION

- 9.4.1 Request Approval of 2025-2026 Certificated Staff (Action)

Motion - Stuart

Second – Stevens

Ayes – Saephanh, Stuart

Carried – 4-0

- 9.4.2 Request Approval of Summer and Fall 2025 Coaching Staff (Action)

Motion - Jones

Second – Stuart

Ayes – Saephanh, Stevens

Carried – 4-0

- 9.4.3 Consider Recommendation to Implement a Human Resources Action Report as a Monthly Consent Agenda Item (ACTION)

Motion - Stevens

Second – Jones

Ayes – Saephanh, Stuart

Carried – 4-0

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- 9.4.4 Request Approval of the 2025-2026 Employee Handbook (ACTION)

Motion - Stevens
Second – Stuart
Ayes – Jones, Saephanh
Carried – 4-0

- 9.4.5 Review of Comparable Compensation Data for Charter School
Superintendents/Principals/Executive Directors (INFORMATION)

On motion by Kyle Jones and seconded by Mike Stuart, the board voted to move the agenda item 9.4.5 from informational to action status. The motion passed unanimously.

Motion - Jones
Second – Stuart
Ayes – Saephanh, Stevens
Carried – 4-0

- 9.4.6 Oral Report of Executive Compensation Paid to the Superintendent/Principal (INFORMATION)

The contract is for 3 years of employment beginning July 1, 2025 and ending on June 30, 2028. The contract provides for the following terms:

1. A full-time work schedule consisting of 220 Calendar Days;
2. A base salary of \$206,907 per year;
3. \$15,846 paid toward health benefits per year;
4. A Contribution of \$5,000 per year to a 401(a) account
5. 12 days of paid sick leave per year

- 9.4.7 Approval of Employment Agreement for Superintendent/Principal (ACTION)

Motion - Stuart
Second – Jones
Ayes – Saephanh, Stevens
Carried – 4-0

- 9.4.8 Request Approval of Employment Agreement for Associate Superintendent - Educational Services (ACTION)

The contract is for 3 years of employment beginning July 1, 2025 and ending on June 30, 2028. The contract provides for the following terms:

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1. A full-time work schedule consisting of 220 Calendar Days;
2. A base salary of \$181,159 per year;
3. \$15,846 paid toward health benefits per year;
4. 12 days of paid sick leave per year.

Motion - Stevens
Second – Stuart
Ayes – Jones, Saephanh
Carried – 4-0

- 9.4.9 Request Approval of Employment Agreement for Director of Administrative Services (ACTION)

The contract is for 3 years of employment beginning July 1, 2025 and ending on June 30, 2028. The contract provides for the following terms:

1. A full-time work schedule consisting of 261 Calendar Days;
2. A base salary of \$157,277 per year;
3. \$15,846 paid toward health benefits per year;
4. A Contribution of \$5,000 per year to a 401(a) account
5. 12 days of paid sick leave per year.

Motion - Jones
Second – Stuart
Ayes – Saephanh, Stevens
Carried – 4-0

11. CLOSING/OPPORTUNITY FOR BOARD COMMENTS

The Board had no closing comments.

12. ADJOURNMENT

Board Member Kyle Jones made a motion to adjourn the meeting at 8:29PM. Motion seconded by Mike Stuart. Motion approved unanimously.