

UNIVERSITY PREPARATORY SCHOOL BOARD OF TRUSTEES

JULY 30, 2025 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, Kyle Jones and Damaris Stevens were present. Associate Superintendent of Educational Services Monica Cabral and Director of Administrative Services Molly Schlange were also in attendance.

2. OPENING BUSINESS

Board President Sue Brix 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

The Board entered closed session at 5:32pm.

4. RECONVENE IN OPEN SESSION

- 4.1 The Board adjourned Closed Session at 6:42 p.m. and recessed until 6:51 p.m., at which time the Open Session reconvened. No action taken in closed session.

5. PUBLIC COMMENT

There was no public comment.

6. APPROVAL OF AGENDA ITEMS/ORDER

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

7. ACTION/DISCUSSION ITEMS

- 7.1 ADMINISTRATION - ACTION/DISCUSSION

- 7.1.1 Course Based Independent Study (Discussion)

- 7.2 BUSINESS - ACTION/DISCUSSION

- 7.2.1 Request Approval of contract with Chrysalis Counseling (ACTION)

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

- 7.2.2 Request Approval of Bank Signatories (ACTION)

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

7.2.3 Request Approval of Prop 28 Annual Report (ACTION)

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

7.2.4 45 Day Budget Revision (ACTION)

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

7.2.5 Compensation Study (DISCUSSION/ACTION)

Director of Administrative Services, Molly Schlange presented and updated Compensation Study based on the State Enacted Budget and current fiscal data.
No Action Taken.

7.2.6 Compensation Proposal (DISCUSSION/ACTION)

The Board approved the following compensation plan retro to July 1, 2025. Added Step 12 to Column's II/ III/ IV Certificate Salary Schedules 180-day and 200-day. Added 4% COLA to the Classified Salary Schedule. Increased the H&W Medical Cap from \$15,845.92 to \$17,451.15. Increased degree stipends on all salary schedules as follows; Associates Degree - \$500., Bachelors - \$1,000., Masters' - \$2,000., Doctorate - \$3,000.

The Board approved a pending agreement with Prestige to provide a concierge medical membership for all employees and covered dependents effective 2025-2026

The Board approved a one-time \$200.00 stipend for all employees on a salary schedule to complete their mandated training for 2025-2026.

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7.3 HUMAN RESOURCES - ACTION/DISCUSSION

7.3.1 Request Approval of amended 2025-2026 Employee Handbook (ACTION)

Motion - Stuart

Second – Stevens

Ayes – Brix, Jones

Carried – 4-0

8. SUGGESTED FUTURE AGENDA ITEMS

9. CLOSING/OPPORTUNITY FOR BOARD COMMENTS

The Board had no closing comments.

10. ADJOURNMENT

Board Member Damaris Stevens made a motion to adjourn the meeting at 8:36PM. Motion seconded by Kyle Jones. Motion approved unanimously.