

**UNIVERSITY PREPARATORY SCHOOL BOARD OF TRUSTEES**

**NOVEMBER 5, 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 Kyle Jones, Susan Saephanh and Mike Stuart were present. Superintendent/Principal 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. **STAFF HIGHLIGHTS**
  - 3.1 Brad Fowers, Music Director for the Fall Musical *Frozen*, introduced 8th-grade student Kendall Hovet, who played Olaf in the production. Kendall performed a musical selection from the show for the Board, who thoroughly enjoyed the performance and expressed excitement for the upcoming musical.
  - 3.2 Members of the CORE Department brought a group of junior high students to present their GRAPES project. The students shared highlights of their learning and showcased examples of their work. The Board enjoyed the presentation and commended the students and staff for their efforts.
  - 3.3 The Board also recognized our Panthers of the Quarter, who attended with their families. Each honoree was celebrated for their achievements and received a certificate and gift certificate presented by the Administration Team.
4. **PUBLIC COMMENT**  
There was no public comment.
5. **APPROVAL OF AGENDA ITEMS/ORDER**  
Motion - Stuart  
Second – Jones  
Ayes – Brix, Saephanh  
Carried – 4-0
6. **APPROVAL OF CONSENT AGENDA**  
Motion - Jones  
Second – Stuart  
Ayes – Brix, Saephanh  
Carried – 4-0

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**7. REPORTS**

**7.1 SUPERINTENDENT/PRINCIPAL REPORT**

Superintendent/Principal Monica Cabral reported on current enrollment, noting that numbers remain steady and providing a historical overview of enrollment trends since the school's founding. She shared several UPREP updates, including the upcoming Information Night on Wednesday, November 19th, and reminded Board Members of the mandatory Ethics Training webinar hosted by YM&C. She also reported on the successful first Parent Venture meeting held the previous evening and referenced the letter shared by founder Erin Suart. Additionally, she is holding meetings with the Administration Team where they are in the process of sharing their annual goals with her.

In athletics, she shared that Football will host Yreka on Friday for Senior Night and that Volleyball will compete against Colusa on Saturday at 11:00 a.m. at Foothill High School. She also provided a brief update on Junior High Athletics.

**7.2 BUSINESS REPORT**

Molly Schlange, Director of Administrative Services provided an update to the Board regarding the current state budget estimates as outlined in the LAO's annual report. Mrs. Schlange is currently working on the 1st Interim Budget which will be presented to the Board in December. The 1st Interim Budget will include projections for ADA adjustments with the graduation of the larger Class of 2026.

**8. ACTION/DISCUSSION ITEMS**

**8.1.1 CAASPP Test Scores Update (INFORMATION)**

Mrs. Cabral gave the Board an update on the CAASPP Test Scores that were made available.

**8.1.2 Request Approval of Title IX Temporary/Interim Coordinator (DISCUSSION/ACTION)**

Motion - Stuart

Second – Saephanh

Ayes – Brix, Jones

Carried – 4-0

**9. SUGGESTED FUTURE AGENDA ITEMS**

The Board had no suggested future agenda items.

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**10. CLOSING/OPPORTUNITY FOR BOARD COMMENTS**

The Board had no closing comments.

**11. ADJOURNMENT**

Board Member Susan Saephanh made a motion to adjourn the meeting at 6:27PM. Motion seconded by Kyle Jones. Motion approved unanimously.