

## Minutes

### **Board of Trustees-University Preparatory Charter School for Young Men** Regular Business Meeting

May 13, 2021, 2021– Held Remotely

<https://uprep-org.zoom.us/j/96294683410?pwd=YXJRcUtYZzliT1BkVzcyNVlVenZQQT09>

Present:

Board of Trustees – Ed Yansen, Larry Ellison (until 7:15 p.m.), Sharon Delly, Thomas Green, Denise Rainey, David Shakes, Wandah Gibbs, Lynette Froula

Administration – Walter Larkin, Kevin Klein, Suki Cintron

School Attorney – Bethany Centrone

Absent:

Najmah Abdulmateen, George Bovenzi

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Called to Order – 6:00 p.m. by President Yansen

Secretary's Report

No correspondence

**Approval of April 8, 2021 Minutes as corrected**

Motion by Trustee Ellison

2<sup>nd</sup> by Trustee Green

All in favor; none opposed; motion carried (Trustee Gibbs absent).

Board Discussion of Reading for Their Life by Dr. Alfred Tatum – Chapter 6 - Tabled

**Consideration of resolutions** was moved up on the agenda because Trustee Ellison needed to leave meeting at 7:15 p.m.

Prior to vote on new term on the Board of Trustees, President Yansen disclosed that his son is an employee of UPREP.

**Budget Presentation** - CFO Cintron presented the 2021 -2022 budget to the Board of Trustees and offered to answer any questions on budget documents provided to Board.

### **Leadership Team Reports**

Academic Report – Mr. Klein reviewed highlights within the academic report submitted for the meeting.

20 struggling seniors provided with 1:1 faculty contacts for mentoring and follow-up.

Anticipate an 85% graduation rate, likely due to learning loss and lack of attention to instruction during remote learning.

Attendance is improving with in-person instruction and reduction in failing grades. First two weeks of summer will be intensive support for students who failed two marking periods.

Students who failed more than two marking period will be offered five-week summer program for recovery.

Discussion from Board regarding requests for data and appropriate data.

Enrollment - Ms. Cintron reviewed the enrollment numbers and projections submitted for the meeting. Enrollment remains steady this year and potentially full for next year.

Expenditures – Ms. Cintron reported highlights of expenditures from the report submitted for the meeting.

### **Board Treasurer/Finance Committee**

Trustee Green reviewed the Finance Committee Report, P&L and the balance sheet, including addressing recommendations from last year's audit.

Financial training for the Board. Discussion continued to have training conducted by the Charter School Institute. June 3, 2021 from was established as a tentative date.

Discussion of capitalization policy. Finance Committee to bring to policy committee in June.

Inventory of assets. Ms. Cintron indicated that a video inventory will be conducted.

No updates on the PPP loan.

### **Board Standing Committee Reports**

Executive Committee - Met twice 11<sup>th</sup> of April and 4<sup>th</sup> of May. Discussed Board training and creation of handbook and orientation for new members; budget priorities; and evaluation of CEO and CAO

Policy/Board Development – Discussed policies to be adopted at meeting; advanced two additional policies for Board consideration, Operations Policy 1 and Policy 2. Discussed policies that will be reviewed at next meeting.

Career and Technical Education – Trustee Gibbs discussed highlights of committee report, including meeting with NYSED regarding budget for workforce development funds, Perkins funds (requires 3 CTE instructors); senior exit interviews and junior mock interviews; qualifications for CTE teachers; senior internships; and iTech program.

Instructional Development/Data Support – No report.

Community Engagement – Met the week of March 3<sup>rd</sup>. The primary work was the drafting of the DEI policy/statement. Plan to be ready to present to full Board at retreat.

Discussion of Speed Factory contract also occurred and status of search for new facility. Ms. Cintron indicated that there have been preliminary discussions with realtors regarding the space required and identifying buildings. Discussion of creation of steering committee for selection of realtor and path forward.

**General Discussion –**

Concern was raised regarding the reengagement of students who have been on remote instructions. It was noted that juniors are currently on track as compared to seniors. It was noted that students have taken jobs and have family issues that occurred during remote instruction that is affecting student decisions to remain engaged.

**Executive Session –**

**Motion to enter executive session to discuss the employment history of a particular person(s) made by Green; seconded by Trustee Gibbs**

**Motion to leave executive session made by Trustee Delly; seconded by Trustee Shakes; all in favor; motion carried.**

**Adjournment – Motion to Adjourn by Trustee Froula; seconded by Trustee Delly; all in favor; motion carries – Adjourned at 8:31**

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**Resolutions considered and actions taken**

**Resolution 05.13.2021-1**

Be it resolved that the Board of Trustees approves and adopts the following policy revisions as presented:

Employee Compensation  
Tuition Reimbursement  
Risk Management

**Motion to approve– Trustee Green**

**2<sup>nd</sup> – Trustee Shakes**

**Vote: All in favor, motion carried**

**Resolution 05.13.2021-2**

Be it resolved that the Board of Trustees elects Edward Yansen to a new, three-year term on the Board of Trustees beginning July 1, 2021 and ending June 30, 2024.

**Motion to approve– Trustee Gibbs**

**2<sup>nd</sup> - Trustee Delly**

**Roll Call Vote:**

**Trustee Ellison – Yes**

**Trustee Delly – Yes**

**Trustee Shakes – Yes**

**Trustee Rainey – Yes**

**Trustee Gibbs – Yes**

**Trustee Green – Yes**

**Trustee Froula - Yes**

**Resolution 05.13.2021-3**

Be it resolved that the Board of Trustees authorizes the adjustment to the athletic expenditures approved for the 2020-2021 school year as follows: Reduce total authorized expenditures for Marina Auto Stadium Rental by \$19,000 and reallocate same amount for the purchase of athletic uniforms; and to approve the agreement for the purchase of uniforms between UPREP and BSN.

**Motion to amend to include contract approval in resolution – President Yansen**

**2<sup>nd</sup> – Trustee Rainey**

**Vote: All in favor, motion carried**

**Motion to approve amended resolution– Trustee Shakes**

**2<sup>nd</sup> – Trustee Gibbs**

**Vote: All in favor, motion carried**

**Resolution 05.13.2021-4**

Be it resolved that the Board of Trustees Approves the contract between University Preparatory School for Young Men and Speed Factory, Inc. to allow use of Speed Factory facilities by UPREP students.

**Motion to approve– Trustee Green**

**2<sup>nd</sup> – Trustee Froula**

**Vote: All in favor, motion carried**

**Resolution 05.13.2021-5**

Be it resolved that the Board of Trustees accepts the resignation of Joseph Pellittieri from the position of school counselor, effective June 30, 2021.

**Motion to accept resignation – Trustee Delly**

**2<sup>nd</sup> – Trustee Rainey**

**Vote: All in favor, motion carried**

**Resolution 05.13.2021-06**

Be it resolved that the Board of Trustees appoints London Booker to the position of school counselor, effective July 1, 2021, at an annual salary of \$51,000.

**Motion to approve – Trustee Gibbs**

**2<sup>nd</sup> – Trustee Delly**

**Vote: All in favor, motion carried**