

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

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

2nd 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 the 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 periods will be offered a 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 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 11th of April and 4th 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 3rd. 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.

