

MINUTES

Board of Trustees-University Preparatory Charter School for Young Men Annual Organizational and Regular Monthly Meeting

Annual Organizational Meeting - July 15, 2021, 2021 – 3:00 p.m.
July 2021 Business Meeting – July 15, 2021 – immediately following Annual Meeting

Present – Ed Yansen, Sharon Delly, David Shakes, Thomas Green, Denise Rainey, Larry Ellison, Wandah Gibbs

Annual Organizational Meeting Call to order 4:00

1. Nomination and approval of Board of Trustee Officers and Committee Chairs for 2021-2022 school year. (resolution)

07.15.2021.1a - The Board of Trustees hereby resolves to nominate the slate of Board Officers who have served in the positions of President, First Vice President, Second Vice President, Treasurer and Secretary during the 2020-2021 school year to continue to so serve for the 2021-2022 school year:

**Motion by Trustee Delly Sharon; Seconded by Trustee Green
In Favor – Trustees Yansen, Delly, Shakes, Green, Rainey, and Ellison (Trustee Gibbs absent)**

07.15.2021.1b – The Board of Trustees hereby approves and appoints the slate of nominated officers to serve in the positions of President, First Vice President, Second Vice President, Treasurer and Secretary position during the 2020-2021 school year.

**Motion by Trustee Delly Sharon; Seconded by Trustee Green
In Favor – Trustees Yansen, Delly, Shakes, Green, Rainey, and Ellison (Trustee Gibbs absent)
Motion passes**

2. 07.15.2021.2a - The Board of Trustees hereby resolved to nominate the slate of Standing Committee Chairs who have served in those positions during the 2020-2021 school year to continue to so serve for the 2021-2022 school year.

**Motion by Trustee Greene; Seconded by Trustee Rainey
In Favor – Trustees Yansen, Delly, Shakes, Green, Rainey, and Ellison (Trustee Gibbs absent)
Motion passes**

07.15.2021.2b – The Board of Trustees hereby approves and appoints the slate of nominated Standing Committee Chairs to continue serve in those positions during the 2020-2021 school year.

**Motion by Trustee Greene; Seconded by Trustee Delly
In Favor – Trustees Yansen, Delly, Shakes, Green, Rainey, and Ellison (Trustee Gibbs absent)
Motion Passes**

3. The Board of Trustees discussed status of proposed 2020-2021 priority areas. It was agreed that the proposed areas had been too expansive to allow the Board and Leadership Team to focus on any particular area. For the 2021-2022 school year, fewer, more meaningful priorities would be established.

07.15.2021.3 – The Board of Trustees hereby established the priorities as discussed for the 2021-2022 school year.

**Motion by Trustee Greene; Seconded by Trustee Rainey
In Favor – Trustees Yansen, Delly, Shakes, Green, Rainey, and Ellison
Abstention – Trustee Gibbs
Motion Passes**

2021-2022 Priorities

- A. Renewal of Charter
 - B. Operational priorities
 - a. Facilities Utilization – New Campus
 - b. Meal program improvement
 - C. Instructional priorities
 - a. Improve student growth in ELA and Math 15%
 - b. Increase number of students passing Regents to 85%
 - c. Encourage regular BOT visits to classrooms
 - D. Community/Stakeholder Relations
 - a. Continue to work on strategies for addressing institutional racism – complete policy
 - b. Continue and increase community partnerships which support goals and priorities
 - c. Increase recruitment and retention of ENL students
 - E. Staffing/Benefit priorities
 - a. Increase number of certified teachers
4. The Board discussed the plan for reopening in September 2021. It was acknowledged that there has been no school specific guidance issued from the state for September. The intention is to fully open to full, in-person instruction. It is uncertain whether there will be an option to allow for virtual instruction given that NYS regulations have not been permanently amended to authorize student attendance outside of the classroom.

5. The Board and Leadership Team discussed the plan and process for acquisition of new location.
 - i. Leadership team has already interviewed two realtors/brokers and is looking for one more before making recommendations to the Board
 - ii. Discussions were had with RCSD operations/facilities for insight into building/selection process.
 - a. Looking at Marshall and Edison athletic facilities for use for UPREP teams for current school year
 - iii. Discussion on benefits of building new rather than retrofitting existing buildings – brainstorm next steps
 - a. Identified land
 - b. Possible downtown location
 - c. Have someone come to next meeting to present
 - iv. Feasibility studies for build should be conducted

July Business Meeting – Called to Order at 4:12 p.m.

II. Secretaries Report

Sharon Delly

- a. Approval of June 10, 2021 meeting minutes (**Resolution**)
- b. Correspondence Report - None

III. Leadership Team Reports

Walter Larkin, Kevin Klein,
Suki Cintron, Tracy DelGrego

- a. Academic Report – Kevin reviewed data in file
- b. Enrollment – Next year is steady possible 443. Probably 435
- c. Expenditures

IV. Board Treasurer/Finance Committee

Thomas Green

Committee met last Thursday, discussed increase to \$10k/capitalization policy no concerns with financials
Auto enroll in 403(b)

V. Board Standing Committee Reports

- a. Executive Committee - Met Tuesday, July 13, 2021 and discussed leadership team evaluations and Board priorities
- b. Policy/Board Development – Did not meet
- c. Career and Technical Education - Did not meet
- d. Instructional Development/Data Support – No report
- e. Community Engagement – No report

VI. Old Business

- a. The Board discussed and voted on revised policies – **Resolution**
 - i. Admin 2 - Reports

- ii. Admin 7 – FOIL
- iii. Admin 3 – Accountability
- iv. Admin 5 – Budget Development and Approval

VII. New Business

- a. Executive Session to discuss the appointment of a particular person or persons with regards to the positions below
 - i. Appointments **Resolution**
- b. Approval of Mural by Brittany S. Williams - **Resolution**
- c. Authorization for credit card expenditures - **Resolution**
- d. HVAC contract - **Resolution**

VIII. Adjournment – 7:00 p.m.

Resolutions Considered at July 15, 2021 Business Meeting:

07.15.2021.4 – The Board of Trustees hereby approves the meeting minutes for the June 10, 2021 business meeting, with correction.

**Motion by Trustee Rainey; seconded by Trustee Delly
Unanimous (Trustee Gibbs absent)
Motion passed**

07.15.2021.5 – The Board of Trustees hereby approves and adopts the revisions to policies Administration 2 – school reports; Administration 7 – freedom of information law; Administration 3 – accountability; Administration 5 – Budget Development and Approval, as presented.

**Motion by Trustee Delly; seconded by Trustee Green
Unanimous
Motion passed**

Motion to enter executive session to discuss matters leading to the appointment of a particular person or persons.

**Motion by Trustee Green; seconded by Trustee Rainey
Unanimous
Motion passed**

Motion to exit executive session.

**Motion by Trustee Delly; seconded by Trustee Green
Unanimous**

Motion passed

07.15.2021-5

The Board of Trustees hereby approves the following appointments:

Employee	Position	Salary	Effective Date
Jahisreal Smith	Custodian	\$12.75/hour	July 19, 2021
Lorenzo Carter	Teaching Assistant	\$17.33/hour	8/26/2021
Adam Prince	Machine Teacher	\$47,500/year	8/26/2021
Willie Patmon III	Special Education Teacher	\$47,500/year	8/26/2021

**Motion by Trustee Delly; seconded by Trustee Green
Unanimous**

Motion passes

07.15.2021-6 – The Board of Trustees hereby approves the expenditure of \$11,500 for the painting of a mural on the UPREP campus and authorizes the CEO to execute a contract with Brittany S. Williams for such services.

**Motion by Trustee Green; seconded by Trustee Rainey
Unanimous
Motion passed**

07.15.2021-7 – The Board of Trustees hereby authorized an increase to the expenditure limit that may be made using approved revolving credit (i.e. credit cards) issued to UPREP to \$10,000.

**Motion by Trustee Green; seconded by Trustee Shakes
Unanimous
Motion passed**

07.15.2021-8 – The Board of Trustees hereby approves the expenditure of \$208,750 through the ESSER grant to prepare, repair and overhaul UPREP's HVAC system and authorizes the CEO to execute a contract with Issac Commercial and Industrial Services for such services.

**Motion by Trustee Green; seconded by Trustee Delly
Unanimous
Motion passed**

**Motion to end meeting by Trustee Green, Second by Trustee Ellison
Unanimous**

Motion passed