

# MEETING MINUTES

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

January 14, 2021

Online Meeting (Zoom)

### In Attendance:

Dr. Ed Yansen, Larry Ellison, Sharon Delly, Denise Rainey, Thomas Green, Jr., Lynette Froula, Wandah Gibbs, Walter Larkin, Kevin Klein, Suki Cintron, Bethany Centrone

**Absent:** Najmah Abdulmateen, Dr. George Bovenzi, Dr. Rachel Santiago, Davis Shakes, Tracy DelGrego

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6:06

Call to Order

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### Secretary Report

- a. Approval of December 10, 2020 Business Meeting Minutes  
Moved to approve, Trustee Rainey  
Second, Trustee Delly  
Approved – unanimous
- b. Correspondence

Trustee Delly reported that no Board correspondence had been received since the December 10, 2020 meeting.

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Dr. Tatum's book – The book discussion was tabled to the February business meeting. **The Board will finish the discussion of Chapter 2 and add Chapter 3 for February's discussion**

### Academic Report

Mr. Klein went over the academic report submitted to the Board. He reported that students would be able to access campus to take the PSATs on January 26, 2021

No update on student transcripts was available due to need to calculate grades for semester-based courses.

Participation by students in remote instruction has been steady, with a dip only during the holiday break, but still having 125 students logged in during the break.

Mr. Klein reported that there appears to be a malfunction in PowerSchool that is affecting the accuracy of attendance records. Mr. Klein stated that he has been calculating attendance records

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manually as a temporary fix.

Mr. Klein also reported that the issues with PowerSchool were affecting grade reports. The Board requested an update at the February business meeting.

#### Reopening plan

Mr. Klein and Mr. Larkin reviewed the reopening plan extension submitted to the Board. They reported that they are recommending an extension of fully remote learning through April 19, 2021, which is two weeks following the spring break. Students with higher needs would be transition back to in-person instruction in March. This recommendation was based upon surveys of parents and students, which indicated that most would not participate in in-person instruction. There was also concern regarding consistency and unpredictable movement in and out of remote instruction due to positive cases and lack of staff due to quarantine requirements and accommodation needs. There is also a concern about student and staff travel during the spring recess that could increase positive cases and disrupt any plan for in-person instruction.

The Board expressed concern that, in April, students will have been out of school for over a year and emphasized the need to return students, safely, to the classroom. The Board asked about phase-in options and the possibility of hazard pay to incentivize employees to maintain in-person attendance.

Mr. Larkin noted that the administration has been trying to educate parents regarding the safety measures that are in place to encourage them to have students return to school, but parents do not feel comfortable or have identified other reasons for continuing remote instruction (e.g. childcare for younger siblings). Mr. Klein noted that the students are participating in the instruction and have gotten use to remote learning.

Ms. Cintron stated, in response to a question from the Board, that most Rochester area charters are fully remote.

Trustee Green recommended that the Board members consider the recommendation and provide their thoughts to leadership. President Yansen suggested that administration reach out to community agencies to facilitate student transition back to in-person instruction.

#### Enrollment

Ms. Cintron reviewed the enrollment report submitted to the Board. Enrollment numbers have been consistent for 2020-2021 and are up from last year. An application has been made to SUNY Charter School Initiative has been approved to ramp up enrollment.

Trustee Green inquired what steps are being taken to help seniors prepare for graduation. Administration discussed the wellness materials submitted to the Board, guest speakers, CTE push-in, internships and steering committee projects (resume building, life skills, etc.)

#### Expenditure updates

Ms. Cintron updated the Board on COVID-19 related expenditures and that UPrep should be receiving reimbursements from CARES Act funding.

Ms. Cintron also updated the Board on athletic expenditures. NYSPHSAA has approved football and in-door track for March 2021. Bowling has been active and UPrep's team is participating in sectionals.

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The mid-year budget status was submitted to the Board and Ms. Cintron welcomed questions. Trustee Green stated that he had reviewed the budget as treasurer and felt that it accurately reflected current status, which is under budget for the year.

Ms. Cintron pointed to increased revenues resulting from CARES Act funding, a grant from the Farish Foundation, and PPP loan.

The Board discussed ways to recognize the staff's hard work during the pandemic.

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### Board Standing Committee Reports

Executive Committee - The Board reviewed the meeting calendar. It was decided that Executive Committee would meet every-other month

Policy Committee -

A resolution submitted at the December 2020 business meeting was not adopted as expected. A motion was made to amend the agenda for the January meeting to add the resolution to this agenda.

**Motion was made by Trustee Green and seconded by Trustee Rainey to amend the agenda: Unanimous approval**

**Motion to approve 12.10.2020-1, as renumber 1.14.2021-4 made by Trustee Green; seconded by Trustee Delly: Unanimous approval**

CTE Committee – Trustee Gibbs reported that committee has not met since last Board meeting. Next meeting is scheduled for first week of February. Trustee Gibbs reported that Harris has committed through Rochester Works to have 40-50 internships/shadowing/jobs for students

Steering Committee – Trustee Gibbs reported that a Career Readiness Schedule has been developed for students; volunteers are being recruited; and employers are offering internships for students (e.g. RNet Café).

Community Engagement Committee- Trustee Froula reported a continuation of the 21-days of Racial Justice project with monthly emails and consideration. UPrep has 5 student passes for a 3-day conference on January 21<sup>st</sup>. Mr. Larkin discussed UPrep's wellness plan.

Instructional Development and Data Support Systems – No report given

**It was agreed that standing committee chairs should reinstate submission of written reports.**

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**Board Special Committee Reports – As there currently are no special committees, no report was made. This agenda item will be removed and added back only if a special committee is appointed.**

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### **Executive Session-Board and Leadership Team.**

**Motion to enter executive session to discuss matters leading to the appointment of a particular person or persons by Trustee Gibbs, seconded by Trustee Ellison: Unanimous Approval**

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**Motion to reenter open session made by Trustee Delly, seconded by Trustee Gibbs:  
Unanimous approval**

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New Business

- a. Appointments
  - i. **Motion to approve Resolution 01.14.2021-1 by Trustee Rainy; seconded by Trustee Green: Unanimous approval**
  - ii. **Motion to approve Resolution 01.14.2021-2 by Trustee Rainy, seconded by Trustee Gibbs: Unanimous approval**
  - iii. **Motion to Approve Resolution 01.14-2021.3 by Trustee Delly, seconded by Trustee Green: Unanimous approval**

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**Motion to adjourn by Trustee Rainy; seconded by Trustee Green; Unanimous approval**

**Meeting adjourned 7:34 p.m.**

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**Resolutions**

**Resolution 01.14.2021-1**

Be it hereby resolved Kevon Landon-Hill is appointed to the position of Grade Level Manager at an annual salary of \$52,000 and is subject to the terms and provisions of the Board of Education Employee Compensation and Benefits Policy.

**Resolution 01.14.2021-2**

Be it hereby resolved Megan Bullard is appointed to the position of Special Education Teacher at an annual salary of \$47,500 and is subject to the terms and provisions of the Board of Education Employee Compensation and Benefits Policy.

**Resolution 01.14.2021-3**

Be it hereby resolved Precious Nzima-Moses is appointed to the position of Career and Technical Education Teacher at an annual salary of \$47,500 and is subject to the terms and provisions of the Board of Education Employee Compensation and Benefits Policy.

**Resolution 01.14.2021-3**

Be it hereby resolved that the Board of Trustees approves revised Board Policy Emergency Management-1: Risk Management as recommended by the Board Development Committee at the December 10, 2020 Board of Trustees Meeting.

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