



## University Preparatory School for Young Men

### Board of Trustees

### Meeting Minutes 12/10/19 (Draft)

#### Board of Trustees

**Present:** Ed Yansen, Sharon Delly, Thomas Green, Rachel Santiago, David Shakes

**Absent:** George Bovenzi (on electronic video messaging from a public location, Josh Fegley, Najma Abdulmateen, Wandah Gibbs

#### **Present: UPREP Administration**

Chiefs: CAO Kevin Klein, COO Suki Cintron, Principal Tracey DelGrego

**Absent:** CEO Walter Larkin

**Present:** Dr. C. Michael Robinson, Executive Assistant to the Board

**Proposed Trustees :** Larry Ellison, Lynette Froula

#### **I. Call to Order**

- Yansen called the meeting to order at 6:06 PM.

#### **II. Secretary Report**

- Yansen called for a motion to approve the September 10, 2019 Meeting Minutes, Green motioned, Santiago seconded. Minutes unanimously approved.
- Yansen called for a motion to approve the October 8, 2019 Meeting Minutes. Green motioned, Santiago seconded. Minutes unanimously approved.
- Yansen called for a motion to approve the November 14, 2019 Meeting Minutes with one minor amendment. Green motioned, Delly seconded. Minutes unanimously approved.

#### **III. CEO Report (presented by COO S. Cintron)**

- Total Enrollment as of December is at 396, 55 students at 7<sup>th</sup>, 86 at 8<sup>th</sup>, 68 at 9<sup>th</sup>, 76 at 10<sup>th</sup>, 57 at 11<sup>th</sup>, 54 at 12<sup>th</sup>. Students are still being accepted.
- Possibly 20 UPrep Teachers are interested in Certification Courses being offered at UPrep through one of the area colleges. UPrep continues to seek out the most viable partnership with one of the colleges. Numerous options are being considered.
- January Topics are Safety, Bullying and The Trauma Informed Classroom.

#### IV. CAO Report

- K. Klein presented the Academic Report for the 1<sup>st</sup> Quarter. The Report included total percentage of passing grades (86.59%), total percent of failing grades (13.41%), percent of students making High Honor Roll and Honor Roll (26.5%)
- Seniors in jeopardy of failing have been identified, parent meetings are being scheduled and next steps outlined. Report Card recovery packets and/or Castle Learning online are available. Saturday learning opportunities will be scheduled during recess.
- The report also highlighted 1<sup>st</sup> Quarter Attendance, 7<sup>th</sup> and 8 grade are at 75.09%, grades 9-12 are at 76.57%.
- Middle School: NWEA Math and ELA Assessments have been completed and data shared with teachers for instructional planning.
- The American Reading Curriculum is being implemented with fidelity at 7<sup>th</sup> and 8<sup>th</sup> grade level.
- Learning Lab-RTI Intervention: IRLA Reading Program; all students assessed and working on their power goals, labs were rearranged to accommodate reading instruction, PD is ongoing. IXL; personalized learning platform for math 7 and algebra, includes continuous diagnosis and personal plan to fill math gaps.
- RTI; Attendance is being addressed through parent contacts, improvement plans and CPS. Behavior is being addressed through restorative intervention, school counseling, community connections and consequences. Academic intervention includes IRLA Reading, IXL Math, small group instruction, after school tutoring.

#### V. Board Treasurer/Finance Committee Report

- Green presented the Profit and Loss Budget vs. Actual, July through November 2019 and the Balance Sheet as of November 30, 2019. UPrep remains in Good Standing.

#### VI. Board Standing Committee Reports

- **All reports were reviewed in advance of the BOT meeting and any questions regarding the reports were addressed.**
- Executive Committee-Nominations for newly proposed BOT members, Larry Ellison and Lynette Froula accepted.
- Board Development Committee-no report
- Career and Technical Education-Update for Certification Process, on track for meeting the application deadline of 12/30/19. In addition Funding Proposal submitted to Neighbor/Company for Stem Integration across IT and Manufacturing and Robotics. RFP is in progress for Rochester Works and Summer of Opportunity. CTE continues to assist students in and outside of the classroom through work based learning and apprenticeships. Assistance is also provided in attaining work permits, resume development, part-time and seasonal employment, Field Visit Careers in construction, building maintenance, manufacturing and IT.
- Data Management Committee-no report
- Culturally Responsive Learning and Leading-Committee will meet in January to strategize and plan for a school wide reading program as a means to increase culturally responsive learning.

**VII. Old Business**

**VIII. New Business**

- Personnel Appointments
- Election of BOT members

**IX. Resolutions: (Quorum with Bovenzi via Video Messaging)**

- Resolution 12-10-19.1P Be it hereby resolved that the BOT approves the employment of Adryanna Elmendorf to the position of English Language Arts Teacher at an annual salary of \$47,500 effective November 6, 2019. Position Control IRE.P3. So moved by Delly and Santiago. Unanimous BOT approval.
- Resolution 12-10-19. 2P- Be it hereby resolved that the BOT approves the employment of Joel Sero to the position of Special Education Teacher at an annual salary of \$47,500 effective October 16, 2019. Position Control IRE.P33. So moved by Green and Santiago. Unanimous BOT approval.
- Resolution 12-10-19. 3P- Be it hereby resolved that the BOT approves the employment of Cory Cox to the position of Physical Education Teacher at an annual salary of \$47,500 effective November 12, 2019. Position Control IRE. P27. So moved by Green and Santiago. Unanimous BOT approval.
- Resolution 12-10-19. 4- Be it hereby resolved that the BOT elects Dr. Larry Ellison to the BOT of the University Preparatory Charter School for Young Men for a three-year term of office effective upon the approval of the SUNY Charter School Institute. And be it further resolved that the Board Secretary shall forward to the SUNY Charter School Institute the necessary documents for their review and approval. So moved by Delly and Santiago. Unanimous BOT approval.
- Resolution 12-10-19. 5- Be it hereby resolved that the BOT elects Dr. Lynette Froula to the BOT of the University Preparatory Charter School for Young Men for a three-year term of office effective upon the approval of the SUNY Charter School Institute. And be it further resolved that the Board Secretary shall forward to the SUNY Charter School Institute the necessary documents for their review and approval. So moved by Green and Santiago. Unanimous BOT approval.

**X. Executive Session**

- Yansen called for a motion to enter into Executive Session at 6:30 PM to discuss personnel appointment recommendations and current resignations and also proposed litigations. Yansen called for a motion to exit Executive Session at 6:45 PM. Delly motioned, Green seconded. Executive Session ended at 6:45 PM.

**XI. Adjournment**

- Yansen called for a motion to adjourn the Meeting at 7:05 PM. Santiago motioned and Delly seconded. The Meeting adjourned at 7:05 PM.

**Next Meeting: January 9, 2020 @ 6:00 pm**