



## University Preparatory School for Young Men

### Board of Trustees

### Meeting Minutes 4/9/20 (Draft) Via Zoom

#### Board of Trustees

**Present:** Ed Yansen, Sharon Delly, Thomas Green, Rachel Santiago, George Bovenzi, Najmah Abdulmateen, Larry Ellison

**Absent:** David Shakes, Wandah Gibbs, Lynette Froula

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

CEO Walter Larkin, CAO Kevin Klein, COO Suki Cintron

**Principal:** Tracy DelGrego

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

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

- Yansen called the meeting to order at 6:24 PM. Quorum established.

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

- Approval of Meeting Minutes for March 24, 2020 tabled until the May 14, 2020 meeting.

#### **III. CEO Report-Walter Larkin**

- Response to Covid-19 - June Regents Exams cancelled. Administration is completing a credit review of each student to determine credits needed for graduation.
- Enrollment remains at 386. RCSD billed for 386. Recruitment continues. There are 126 new applicants. A lottery will be necessary for 7<sup>th</sup> and 12<sup>th</sup> grade for the 20/21 school year.
- COO Suki Cintron has completed the SBA Payroll Protection Program Application. The application deadline is June 30, 2020.

#### **IV. CAO Report-Kevin Klein**

- 296 Chrome Books have been distributed representing 321 families. Additional distribution is scheduled for 4/15/20. Students may also access lessons using Play Station and Xbox.
- Remote Learning- Usage of online learning is being monitored through Google Classroom. Castle Learning is also available and student participation in learning sessions is being tracked.

- Staff Monitoring-There are Grade Level meetings via Zoom and Schoolwide Zoom meetings are held every Wednesday until school reopens. Teachers have added supervising administrators to their Online Classrooms and Castle Learning. Teachers also send an overall weekly summary to their supervisor every Friday. Teachers report any student concerns to their Grade Level Manager.
- Regents Exams Cancellation-Students who during the June 2020 exam period would have taken one or more Regents Exams will be exempted from passing the exams in order to be issued a diploma. To qualify for the exemption, students must meet one of four eligibility requirements.
- The Graduation Projection for 2020 is 95%-98%.
- CSE meetings will be conducted via Zoom.

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

- The Amended 2019/2020 Annual Budget will be tabled until the May 14<sup>th</sup> meeting.

**VI. Board Standing Committee Reports**

- **All reports are reviewed in advance of the BOT meeting and any questions regarding the reports are addressed.**
- Executive Committee-no report
- Board Development Committee-no report
- Career and Technical Education-no report
- Instructional Development and Data-no report

**VII. Executive Session**

- Yansen called for a motion to enter into Executive Session at 6:58 PM to discuss personnel appointment recommendations and current resignations and also proposed litigations. So moved by Delly and Santiago. Yansen called for a motion to exit Executive Session at 8:00. So moved by Santiago and Abdulmateen. Executive Session ended at 8:00

**VIII. Old Business**

- Amended 2019/2020 Annual Budget – Tabled (Resolution 04-09-2020.1)

**IX. New Business (See Resolutions)**

- Paycheck Protection Program (Resolution 04-09-2020.2)

**X. Resolutions:**

- **Resolution 04-09-2020.2** - Be it hereby resolved that the BOT approves the completion and submission of the SBA PPP Loan Application by Suki Cintron, COO, and authorizes the Board Treasurer to execute the loan closing documents. So moved by Green and Santiago. Unanimous BOT approval.

**X. Adjournment**

- Yansen called for a motion to adjourn the meeting at 8:10 PM. So moved by Delly and Abdulmateen. The meeting adjourned at 8:10 PM.

**Next Meeting: May 14, 200 @ 6:00 PM via Zoom**

