



University Preparatory School for Young Men

Board of Trustees

Meeting Minutes 11/14/19 (Draft)

Board of Trustees

Present: Ed Yansen, Sharon Delly, Thomas Green, Wandah Gibbs, David Shakes

Absent: Najmah Abdulmateen, Josh Fegley, George Bovenzi, Rachel Santiago

Present: UPREP Administration

Chiefs: CEO Walter Larkin Jr., CAO Kevin Klein, COO Suki Cintron

Principal: Tracey DelGREGO

Dr. C. Michael Robinson, Executive Assistant to the Board (Absent)

Guests: Larry Ellison, Dr. Lynette Froula

I. Call to Order

- Yansen called the meeting to order at 6:00 PM. Unable to establish a Quorum at this time.
- Yansen introduced Dr. Lynette Froula to the BOT as possibly having an interest in serving on the UPrep Board of Trustees. Dr. Froula shared her background medicine and education.

II. Secretary Report

- Approval of September 10, 2019 Meeting Minutes and the October 8, 2019 Meeting Minutes postponed until the December Meeting. (no Quorum)
- Correspondence: T. Green attended the NYS Board Charter School Association presentation at Oak Hill Country Club. Green shared several ideas on making the BOT meetings more efficient. One idea is to create a template listing the name of the Committee, Board members, Meeting Date, Committee Priorities and Status of each priority. The committee reports would be received by Board members several days before the Board meeting and reviewed before the Board meeting allowing time for Board members to digest the information and formulate any questions for committee members at the Board meeting. T. Green will create the template. Some discussion around BOT meetings being scheduled during the school day at UPrep allowing for greater interaction with staff and students.

III. CEO Report

- UPrep hosted a meeting for the Rochester Engineering Society (RES), a group that supports and supplies students with the skills and understanding needed to become STEM innovators/explorers.
- Larkin shared information about a Critical Friends visit to UPrep.
- Planning and preparation is underway for SUNY Charter School Institute visit.
- Enrollment is at 395. RCSD billed on 10/3/19 for 382 students and reconciled on 10/15/19. Greece Central School District billed on 9/9/19 for 7 students, E/W Irondequoit billed 11/1/19 for 4 students and Gates billed 11/1/19 for 2 students.
- Discussion with area colleges to provide certification courses to teachers at UPrep continues.
- S. Cintron presented the Quarterly Budget Report and addressed each of the questions and areas in need of further clarification submitted by the Finance Committee.

IV. CAO Report

- Klein presented a PSAT update. On 10/30/19 the PSAT/NM SQT was administered to 57, 11th grade students. Results should be received before the winter recess.
- The PSAT 10 will be administered to 75, 10th grade students on April 16, 2020.
- Klein provided the results of the transcript reviews for the Junior (11th grade) class. Due to the findings, schedules are being adjusted to address the needs of the 11th grade students. Transcript reviews for 9th and 10th grade students are also scheduled.
- IRLA Data Wall by Grade for District was reviewed, student reading levels and reading tiers were noted and highlighted.
- T. DelGREGO gave an update on the newly implemented reading program for the 7th and 8th grade. There has been notable teacher “buy in” to implement the program with fidelity. Students are highly motivated thus far. Teachers and students are currently working on a nine week study of non-fiction. The program includes assessments, a Writing Component, a Genre Study as well as a Research Project.

V. Board Treasurer/Finance Committee Report

- Green presented the Profit and Loss Budget vs. Actual, July through October 2019 and the Balance Sheet as of October 31, 2019. UPrep remains in Good Standing.
- Green noted a drop in the ESL interest rate. The ESL banking initiative continues to move forward.

VI. Board Standing Committee Reports

- Executive Committee-met at 5:45 on 11/14/19 to accept the nomination of Larry Ellison to the BOT.
- Board Development Committee-no report
- Career and Technical Education-Update for Certification Process, application is due by 12/30/19. There are 3 phases in the process; Director/Instructor Certification, Internal/External Review, MCC Articulation Agreement. Approval should be received by June 2020.
- Data Management Committee-meeting scheduled for 12/2/19
- Culturally Responsive Learning and Leading-no report

VII. New Business

- Board Resolutions tabled until the 12/10/19 BOT meeting.

VIII. Adjournment

- Yansen adjourned the meeting @ 8:45 PM

Next Meeting: December 10, 2019 @ 6:00 pm

