



# University Preparatory School for Young Men

## Board of Trustees

### Meeting Minutes 11/12/20 (Via Zoom)

#### Board of Trustees

**Present:** Ed Yansen, Sharon Delly, Thomas Green, George Bovenzi, Larry Ellison, David Shakes, Lynette Froula, Wandah Gibbs, Najmah Abdulmateen, Denise Rainey

**Absent:** none

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

CEO Walter Larkin, CAO Kevin Klein, COO Suki Cintron

**Principal:** Tracy DelGrego

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

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

- Yansen called the meeting to order at 6:02 PM. Quorum established.

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

- Yansen called for a motion to approve the amended August 13, 2020 Meeting Minutes. So moved by Ellison and Shakes. August 13, 2020 Meeting Minutes unanimously approved. Yansen called for a motion to approve the October 8, 2020 Meeting Minutes. So moved by Green and Shakes. October 8, 2020 Meeting Minutes unanimously approved.

#### **III. Book Discussion**

- **Reading for Their Life-Building the Textual Lineages of African American Adolescent Males, by Alfred W. Tatum.** This book is recommended by the Instructional Development and Data Support Standing Committee. All Board Members are currently reading the book. N. Abdulmateen led the discussion.
- Conversation centered on the Forward and Chapters 1&2.
- Board Members also discussed the relevancy of literacy in our own personal lives.

#### **IV. Leadership Team**

- A. COO Suki Cintron provided an update on the 2020-2021 Student Enrollment.
  - There is a cohesive enrollment plan in place.
  - UPrep is maintaining enrollment at 415.

- B. Athletic Upgrade**
  - Section 5 Bowling has been approved.
  - Football will be scheduled for the spring (due to Covid).
  - Bleachers for the gymnasium have been purchased.
- C. COVID Expenditures**
  - Hand Dryers for Student and Staff Bathrooms
  - Ventilation Filters
  - Additional Charging Cables for Chrome Books
  - Software Application for staff, parents and visitors
  - COVID 19 Staff Training Software
  - Mailing/Communication materials for parents
- D. Academic Report**
  - CAO Klein shared the Academic Report for SAT/PSAT participation. 32% of the senior class took the SAT, 40% of the junior class took the PSAT.
  - Student participation in online learning has increased since the spring.
  - Average Daily Attendance for October shows a decline. Unsubmitted attendance by staff has been a concern but has been addressed and resolved.
  - Report Cards for the 1<sup>st</sup> Quarter have been mailed out to parents and parents also have access to Power School to check grades.
- E. Adjusted Reopening Plan**
  - CAO Klein provided an update on the adjusted Hybrid Reopening Plan.
  - Staff will meet and plan during the month of January. Middle School staff will meet January 19-22, 2021, High School staff will meet January 25-29, 2021.
  - Week of February 1, 2021 Middle School students report following the Hybrid model.
  - Week of February 8, 2021 High School students report following the Hybrid model.
- F. Webinar and Perspectives on Advancing Literacy.**
  - UPrep staff and several BOT participated in the webinar provided by the American Reading Company.
  - Dr. Alfred Tatum and Dr. Ghaldy Mohammed were the presenters.

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

- T. Green presented the Balance Sheet and Profit and Loss Statement as of October 31, 2020. UPrep remains in good financial standing.
- Green suggested further exploration of the TRS (Teacher Retirement System).
- Green also suggested having an inventory of all the physical items (desks, chairs, etc.) in the school to note the total value of such property.

**VI. Board Standing Committee Reports**

- Executive Committee-Chair Yansen-No report
- Board Development Standing Committee-Chair Ellison (see Resolutions) Review of Policy Title-Accountability
- Career and Technical Education Standing Committee-Chair Gibbs-Committee met in October to discuss development of a system to ensure relevancy of studies and possible internships for students.

- Instructional Development and Data Support Standing Committee-Chair Abdulmateen-Led the discussion of Dr. Alfred Tatum’s book and the next reading chapters assigned.
- Community Engagement Committee-Chair Froula- at the October meeting, W. Larkin and J. Peavy provided an extensive list of community partnerships associated with UPrep. J. Peavy to create a page on the UPrep website noting all of the partnerships.
- United Way Racial Equity Challenge-Chair Froula- UPrep staff and BOT are participating in the challenge. Discussion followed around the daily readings, suggested articles, videos, etc..

**VII. Board Special Committee Reports-none**

**VII. Old Business-none**

**VIII. Executive Session**

- Yansen called for a motion to enter into Executive Session at 8:00 PM. So moved by Froula and Delly. Discussion and updates for pending personnel matters, resignations and new hires. Yansen called for a motion to exit Executive Session at 8:22. So moved by Gibbs and Green.

**IX. New Business**

- Approval of Adjusted Reopening (**Resolution 11-12-2020.1**)
- Development of Standing Committee Recommended Revisions to Board Policy  
(**Resolution 11-12-2020.2**)
- New Hire-Frances Schenk employed in the position of Science Teacher  
(**Resolution 11-12-2020.3**)
- Contracting Legal Services of Bond, Schoeneck and King, PLLC  
(**Resolution 11-12-2020.4**)

**X. Resolutions**

- **Resolution 11-12-2020.1**-Be it hereby resolved that the Board of Trustees approves the Adjusted Reopening Plan as presented by CAO Klein at the November 12, 2020 Board of Trustee Meeting. So moved by Rainey and Delly. Unanimous BOT approval.
- **Resolution 11-12-2020.2**-Be it hereby resolved that the Board of Trustees approves revised Board Policy Administration-3: Accountability as recommended by the Board Development Committee at the November 12, 2020 BOT meeting. So moved by Green and Rainey. Unanimous BOT approval.
- **Resolution 11-12-2020.3**-Be it hereby resolved that the Board of Trustees approves the employment of Frances Schenk to the position of Science Teacher at a salary of \$51,500

and is subject to the terms and provisions of the Board's Employee Compensation and Benefits Policy, starting date November 9, 2020. So moved by Green and Delly. Unanimous BOT approval.

- **Resolution 11-12-2020.4**-Be it hereby resolved that the Board of Trustees approves contracting Legal Services from Bond, Schoeneck and King, PLLC in lieu of Executive Assistant to the Board, C. Michael Robinson, effective January 10, 2021. So moved by Delly and Rainey. Unanimous BOT approval.

**XI. Adjournment**

- Yansen called for a motion to adjourn the meeting at 8:33 pm. So moved by Froula and Gibbs. Meeting adjourned at 8:33 pm.

**Next Meeting: Regular BOT meeting on December 10, 2020, via Zoom, 6:00-8:00 PM**

