



# University Preparatory School for Young Men

## Board of Trustees

### Meeting Minutes 10/8/20 (Draft)

#### 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**

CAO Kevin Klein, COO Suki Cintron

**Absent:** CEO Walter Larkin

**Principal:** Tracy DelGrego

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

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

- Yansen called the meeting to order at 6:08 PM. Quorum established.

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

- Yansen called for a motion to approve the August 13, 2020 Meeting Minutes. Approval of August 13, 2020 Meeting Minutes tabled until the November meeting. Yansen called for a motion to approve the September 10, 2020 Meeting Minutes. So moved by Green and Delly. Unanimous BOT approval.
- SUNY approval of Denise Rainey as a newly appointed UPrep Board of Trustee.

#### **III. Leadership Team**

- COO Suki Cintron provided an update on the 2020-2021 School Reopening Plan. The proposed school opening date is November 16, 2020. Surveys and letters are being sent to parents and staff to receive some feedback from them regarding the reopening. BOCES will provide nursing staff and RCSD will provide additional SPED support. Advisement Group Leaders will survey students regarding remote learning.
- Enrollment as of October is at 415 (7<sup>th</sup> Grade-61, 8<sup>th</sup>-71, 9<sup>th</sup>-94, 10<sup>th</sup>-65, 11<sup>th</sup>-71, 12<sup>th</sup>-53).
- Principal Tracy DelGrego reported on Students with Disabilities both students with IEPs and 504 Plans. The % of Students with Disabilities attending UPrep is 22%.

- Principal Tracy DelGrego shared IRLA Incoming 7<sup>th</sup> Grade Data Cohort Goals and Independent Reading Level Draft for Fall 2019 and Fall 2020 and anticipated goals at the end of 7<sup>th</sup> Grade and goals and the anticipated goals at the end of 8<sup>th</sup> Grade.
- COO Suki Cintron provided an update on expenditures for the Athletic Equipment Upgrades to date.
- COO Suki Cintron shared an itemized report of COVID 19 Expenses to date (PPE Materials, Educational Materials and Enrollment and Communication). Total incurred to date (10-5-20) is \$43,072.18.
- CAO Kevin Klein provided an Academic Report. 97.3% of students have an UPrep Chromebook or Personal Device to access school work. Grade Level Managers are working with students still needing additional support. Attendance for remote learning as of 9/29/20 is at 72.74%. T-Mobile is providing 40 hotspots, 100GB per year for free for up to five years and families can purchase additional data if necessary.

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

- T. Green presented the Balance Sheet and Profit and Loss Statement as of September 30, 2020. UPrep remains in good financial standing.
- UPrep has applied for PPE Loan forgiveness.

**V. Board Standing Committee Reports**

- 1. Executive Committee-Chair Yansen-No report
- 2. Board Development Standing Committee-Chair Ellison (see Resolutions)
- 3. Career and Technical Education Standing Committee-Chair Gibbs-Certification has been granted for the CTE Program.
- 4. Instructional Development and Data Support Standing Committee-Chair Abdulmateen-Committee met 10/6/20. Discussion focused on Seventh Grade Literacy Assessments for both remote and hybrid learning, Reading for their Life by Tatum will be read by staff and BOTs and book discussion will be scheduled as part of the monthly Board Meetings.
- 5. Community Engagement Committee-Chair Froula- met to establish goals for the newly formed committee.

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

**VII. Old Business-none**

**VIII. Executive Session-none**

**IX. New Business**

- Standing Committee Memberships **(Resolution 10-08-2020.1)**
- Amend Board By-Laws to add Community Engagement Committee **(Resolution 10-08-2020.2)**
- Development Standing Committee Recommended Revisions to Board Policy Administration-2: School Reports **(Resolution 10-08-2020.3)**

- Development Standing Committee Recommended Revisions to Board Policy Board Operations-1: Board Committees (**Resolution 10-08-2020.4**)
- Development Standing Committee Recommended Revisions to Board Policy Employees-7: Tuition Reimbursement (**Resolution 10-08-2020.5**)
- Racial Equity-Recommended Participation in the United Way 21 Day Equity Challenge (**Resolution 10-08-2020.6**)

## X. Resolutions

- **Resolution 10-08-2020.1**-Be it hereby resolved that the Board of Trustees approves the Standing Committee Memberships for 2020-2021 as follows:  
**Finance Committee: Thomas Green-Chair, Ed Yansen, George Bovenzi**  
**Board Development Committee: Larry Ellison-Chair, Ed Yansen, David Shakes**  
**Career and Technical Education: Wandah Gibbs-Chair, Denise Rainey, David Shakes**  
**Instructional Development and Data Support: Najmah Abdulmateen-Chair, Ed Yansen, Lynette Froula**  
**Community Engagement: Lynette Froula-Chair, Sharon Delly, Thomas Green**  
 So moved by Delly and Abdulmateen. Unanimous BOT approval.
- **Resolution 10-08-2020.2**-Be it hereby resolved that the Board of Trustees approves revising Article VI.C.3 of the By-Laws of the Board of Trustees by adding Community Engagement Committee (e.). So moved by Green and Delly. Unanimous BOT approval.
- **Resolution 10-08-2020.3**-Be it hereby resolved that the Board of Trustees approves revised Board Policy Administration-2: School Reports as recommended by the Board Development Committee at the October 8, 2020 Board of Trustees Meeting. So moved by Ellison and Yansen. Unanimous BOT approval.
- **Resolution 10-08-2020.4**-Be it hereby resolved that the Board of Trustees approves revised Board Policy Board Operations-1: Board Committees as recommended by the Board Development Committee at the October 8, 2020 Board of Trustee Meeting. So moved by Ellison and Yansen. Unanimous BOT approval.
- **Resolution 10-08-2020.5**--Be it hereby resolved that the Board of Trustees approves revised Board Policy-Employees-7: Tuition Reimbursement as recommended by the Board Development Committee at the October 8, 2020 Board of Trustees Meeting. So moved by Ellison and Yansen. Unanimous BOT approval.
- **Resolution 10-08-2020.6**-Be it hereby resolved that the Board of Trustees approves the Board of Trustee registration as an organization to participate in the United Way 21 Day Equity Challenge. So moved by Froula and Abdulmateen. Unanimous BOT approval.

**XI. Adjournment**

- Yansen called for a motion to adjourn the meeting at 7:37 pm. So moved by Froula and Green. Meeting adjourned at 7:37 pm.

**Next Meeting: Regular BOT meeting on November 12, 2020 via Zoom.  
6:00-8:00**

