

# University Preparatory Academy

Meeting of the Board of Directors  
September 29, 2021

## BOARD OF DIRECTORS

Melissa Klafter, Board Chair (*Absent*)  
Anthony Polazzi (*Present*)  
Darryl Cobb (*Present*)  
Casey Moye (*Present*)  
Dr. Jennifer Porter-Smith (*Absent*)

## Minutes

### 1. Opening Exercises

- a. Meeting called to order
- b. Established a quorum

### 2. Public Comment

- a. None

### 3. Consent Agenda

- a. Tabled: Approval to adopt the minutes from the June 9, 2021 and July 30, 2021 Board of Director's Meeting.
- b. Tabled: Approval of the proposed Board Policy regarding Involuntary Examinations (attached). Per Senate Bill 590, each charter school governing board is required to adopt a policy and procedures for parent/guardian notification prior to the removal of a minor student for an involuntary examination. This policy will address and comply with SB 590 and amended Section 1002.33(9)(q), Florida Statutes.
- c. **APPROVED:** The Board approved the Teacher Salary Increase Allocation Plan.
- d. **APPROVED:** The Board approved Instructional Continuity Plan (ICP)
  - i. The 2021-2022 Instructional Continuity Plan sets expectations relative to how students will continue receiving a quality education, for instance, if they are required to self-isolate (quarantine) due to exposure to COVID-19 or testing positive for COVID-19. The ICP will identify the mechanism by which a charter school will continue with the provision of its educational program in such instances – whether through the use of a safe and secure technology platform for remote learning with secure communication between teachers and students or, in some instances, through a more rudimentary manual process in which students who have limited access to internet service will still be able to access the curriculum from home.
- e. **APPROVED:** The Board approved the use of a State-Approved System for Teacher Observation and Evaluations for the 2021-2022 School Year.
- f. **APPROVED:** The Board approved the 2021-2022 Active Assailant Response / Stabbing Procedures.

### 4. Action & Discussion Items

- a. Principal Report (*Dr. Mike Hill*)
  - i. Update account payables workflow to allow school principal to approve invoices.
  - ii. Allow alternate board member to provide second signature when chair is not available.
  - iii. School board member training and fingerprint compliance.
  - iv. Functional conflicts with new classrooms.
  - v. Student expulsion recommendation
- b. Financial Report
  - i. **APPROVED:** The Board approved the Financial Statements and Independent Auditors' Reports for the period ending June 30, 2021.

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- ii. **APPROVED:** The Board approved the revised Financial Policies and Procedures: recommendation to transfer approval of invoices responsibility from Board Chair to School Principal.
  - iii. Building Hope Rent Amount Letter
- c. Other Items by the Board, Principals or Staff, or ESP

### 5. Notifications and Announcements

- a. Next Board Meeting – December 15<sup>th</sup>

### 6. Adjourned Meeting