

# University Preparatory Academy

Meeting of the Board of Directors  
September 11, 2020

## BOARD OF DIRECTORS

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

## Minutes

### 1. Opening Exercises

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

### 2. Public Comment

- a. There were no comments by the public.

### 3. Action & Discussion Items

- a. Construction Update Requested by the Board Chair (*Board Chair Klafter & Richard Moreno & Mark Rodberg*)
  - i. Fire Department will be at the school next week and there is no concern it won't be cleared.
  - ii. After that we need to satisfy the City of Palm Beach regarding the requirements of the project; given that work will have to complete on evenings and weekends, this will not delay the project.
  - iii. Projected completion date of end of October, pending City approvals.
  - iv. COVID has caused issues with City departments and approvals; all working remotely; nationwide issue.
- b. Principal Report General Updates & Re-Opening Plan (*Dr. Mike Hill*)
  - i. Sent out of parent survey earlier in the week it was even at the end of last week; parent response is low.
  - ii. Construction necessary to take students face to face; if enough remain online then it is possible.
  - iii. Sending another email out; next week will begin manually calling parents for their selection.
  - iv. Planning to re-open Sept. 21<sup>st</sup>
  - v. Discussed buses.
  - vi. Melissa suggests giving a deadline on the survey and if they don't respond then they are automatically enrolled in remote learning.
  - vii. Dr. Hill states that it has been a communications issue; they didn't have emails on file for the majority of students; still only have about 2/3 of emails back; Melissa suggests using social media as a communications tool.
  - viii. On campus will enforce social distancing guidelines, mandatory masks, rules for visitors, temperature screening of students, younger classes will not co-mingle; older grade levels will have guidelines when they have to change classes.
- c. Other Items by the Board, Principals or Staff, or ESP
  - i. There were no additional items.

### 4. Notifications and Announcements

- a. Next Board Meeting – September 28<sup>th</sup> (Review and Approval of 19-20 Annual Audit to occur at this meeting)

### 5. Adjourn Meeting