

**University Schools
Board of Governors
August 17, 2005
Minutes**

Board Members Present: Ron Eberhard, Bryan VanDriel, Eric Carlson, Mike Taber, Dick Bond, Kristen Anderson, Chuck Olmsted, Tiffany Schaner, Cyndy Giauque
Staff Present: Greg Pierson, Steve Ramsey, Patti Eaton
Guests Present: Stephen Morrison

- Ron called the meeting to order at 6:00pm.

Approval of Minutes:

- A motion was made by Kristen (Eric) to approve the minutes of the August 3, 2005 meeting as corrected. Motion passed.

Executive Session:

- A motion was made by Bryan (Chuck) to move into Executive Session for the purpose of discussing personnel and contract negotiations. Motion passed.
- A motion was made by Kristen (Bryan) to move out of Executive Session. Motion passed.

Co Chairs Report:

- Ron reminded the board of the need for the annual retreat. The retreat was set for Sept 1 from 4-7PM. The location will be determined.
- Ron also reminded the board of the need to elect new officers for the coming year.

ECU Board report:

- Chuck reported that he spent about 45 minutes with Doug Wurst, Lynn Dart, and Melissa Lelm to learn some of the ECU history.
- The ECU and the auditors have requested a formal contract. Cyndy and Eric will work on updating the current contract.
- A motion was made by Eric (Bryan) to appoint Chuck Olmsted as the Board liaison to ECU. Motion passed.

Parking Lot Committee:

- Greg reported that he has requested additional personnel from Hatton Security for the first week of school in the mornings.

Records Retention:

- Chuck voiced concerns about the lack of a formal Records Retention Policy at the school.
- Greg reported that all student and personnel records are kept in the safe. All computer files are backed up, but most of the files are paper, and there is no backup for them.
- Greg will contact District 6 for recommendations about retention of records.
- The Board referred the issue to the policy committee for consideration.

Financial Report:

- Patti distributed the Balance Sheet dated July 31, 2005. She reported that we have collected the majority of fees for the year and are in good shape.
- Greg distributed the enrollment figures for this year. We are currently at 973 FTE and the budget was based on 975. (For funding purposes we are at 937 FTE.). The enrollment figures are likely to fluctuate a little in the next few days.

Director's Report:

- Greg distributed a compilation of AP test scores from spring, 2005. Of special notice were the high scores in Human Geography (a first year class) and the low scores in English.
- Greg also distributed the ACT test scores from last spring. He noted that University scored at or above the state average in all categories.
- A list of staffing recommendations was presented. The changes include:
 - Transfer:
 - Nicole Peterson from MS Language Arts to HS Language Arts.
 - Resignation:
 - Gaylen McQuown, High School Art
 - Hiring:
 - Jennifer Putnam, MS Language Arts
 - Chris Wanner, HS Art (.57 FTE)
 - Alexa Hepler, HS Math
- A motion was made by Dick (Mike) to approve all of the staffing recommendations. Motion passed.
- Greg reported on the need to hire additional Middle School coaches for football, volleyball, boys basketball and girls basketball due to increased participation. A motion was made by Dick (Mike) to approve the additional hiring's. Motion passed.
- Greg reported that the Colorado League of Charter Schools wants to present a workshop in Greeley about preparing for School District Board elections. He will set a date and time with them for this public forum.

Executive Session:

- A motion was made by Eric (Kristen) to move back into Executive session to discuss personnel and contract negotiations. Motion passed.
- A motion was made by Chuck (Kristen) to move out of Executive Session. Motion passed.

Next Meeting:

- The next meeting of the Board will be the retreat on September 1 from 4-7pm. The next formal meeting will be Sept 7 at 7:00pm in the library.

Adjournment:

- A motion was made by Bryan (Kristen) to adjourn. Motion passed.