

**University Schools
Board of Governors
Thursday, October 19
Minutes**

Board Members Present: Kristen Anderson, Tony Arguello, Dick Bond, Ron Eberhard, Christie Malnati, Joe O'Farrell, Chuck Olmsted, Tom Roche, David Sanchez

Staff Present: Ronni Barker, Dr. Sherry Gerner, Paul Kirkpatrick, Holly Sample

Visitors Present: Mr. & Mrs. Dennis Adams; Allen Holmberg & Melissa Craven of Anderson & Whitney Accounting; Denise Arguello & Pam Hughes, Booster Club Representatives

- + Ron called the meeting to order at 6 p.m.
- + Kristen Anderson was appointed Acting Secretary in Bryan VanDriel's absence

Adoption of Agenda

- + A motion was made by Chuck (David) to approve agenda. Motion passed.

Approval of Minutes

- + A motion was made by Chuck (David) to approve the minutes of the August 2 meeting, the September 13 meeting, and the September 22 – 23 Board retreat. Motion passed.

Community Dialogue

- + Mr. & Mrs. Dennis Adams expressed their concerns regarding security needs in our school.

Special Presentation of Annual Audit and Financial Report by Anderson & Whitney Auditors

- + Allen Holberg presented the University Schools Annual Audit and Financial Report.
- + Ronni addressed issues raised by informal recommendations of A & W in report. Actions are being taken to improve areas of concern.
- + A motion was made by David (Chuck) to accept the Audit and Financial Report. Motion passed.

Items for Action

- + Track Coach Dan Betz's request for approval for out-of-state travel proposal for the track and field squad to attend a meet in Sidney Nebraska on March 24, 2007. A motion was made by David (Chuck) to approve the proposal. Motion passed.
- + Ronni presented a contract bid by Xerox for replacement of two office copy machines. She will continue to accept bids for viable year-to-year leasing contracts from Xerox and

other sources. A motion was made by David (Chuck) to authorize replacement of darned things as quickly as possible. Motion passed.

- + Sherry requested allocation of \$3200 from reserves to fund staff attendance of CAMLE Conference. Upon further discussion, Sherry rescinded request, as funds will come from the Staff Development budget.

Items for Discussion

- + Sherry presented proposals for upgrades in school security, including adding security personnel/hours (Hatton bid, \$15,250), locking ECU and Elementary playground doors with 'key cards' (\$4,228 DictoGuard & Rocky Mtn. Electric) and added security cameras in various locations on campus.

Holly's proposed student/staff vehicle registration was discussed. It was suggested that key card entry to Art Hall door be included in the bid process. The administration will compile all proposed security changes/upgrades including possible 'Security Fee' information in a format to be presented to the BOG and U-schools parents.

A motion was made by Tom (Tony) to authorize Ron and Sherry to pursue door and security camera costs, obtaining 2 separate proposals. Motion passed.

- + Denise Arguello and Pam Hughes presented updated bookkeeping summaries, inventory and budget of Booster club. The BOG expressed appreciation for their organizational efforts, and suggested that some of the Booster Club funds be dedicated to help pay for repair of the U-Schools bus.
- + Discussion of Jorge Amaya's memorandum to the BOG led to formation of a Task Force of Dick, Chuck and administration to focus on creative avenues for encouraging diversity in our school staff. A general consensus on a need for continued efforts to improve communication regarding the admissions lottery and BOG election process was reached.

Board Reports

- + Tony will attend the League of Charter Schools conference on October 26-27
- + Tom & Ron distributed a variety of preliminary plans for possible additions to the building. A walk-through of the facility and grounds was scheduled for Oct. 20 to look for other spaces/opportunities for expansion.

Communication from the Board

- + Kristen asked Joe about status of last year's graduates' donation of signage. Discussion followed: the signs are very expensive and there has been no obvious action in this direction.
- + Kristen relayed Ms. Shaffer's concerns/questions about scheduling the auditorium, and Sherry will help Ms. Shaffer find the information she needs.
- + Kristen requested scheduling a previously discussed work session to clarify the workings of the budget. Ron suggested this be scheduled via e-mail at a later time.

ECU Report

- + ECU is financially 'in the black' and teachers are in the process of testing their students.

Foundation Report

- + Tom and Dick approached a potential donor with a ‘rough proposal’, and are awaiting the donor’s official response.

Staff Reports

Director’s Update:

- + Sherry stated that the October Count was 964 FTE.
- + An update was given by Sherry on the security and crisis management projects, including a school-wide security presentation which Joe Gates participated in.
- + Student and staff recognition included copies of the article “Poles, Parking Lots, Mount Piton: Classroom Activities that Combine Astronomy, History and Mathematics” co-authored by Dr. Sean Madden which was published in Mathematics Teacher; recognition of Carol Riggs as the 10/3/06 ‘Teacher Tuesday Award’ from K99/Tri-102.5 radio stations; and the fact that Joe O’Farrell is serving as our representative to the United Way Youth Committee. Joe described some of the related duties.
- + Sherry presented an overview of Amendment 39 and Ref. J for informational purposes, as both measures relate to education.

Principals’ Update:

- + Paul is pleased with the Middle School teachers he has been able to observe to date, praising their classroom management and teaching styles. He, also is concerned with school security, and will continue to work cooperatively to improve it. He has encouraged the Middle School faculty to work to rediscover and highlight the uniqueness in character and educational possibilities of UMS. Middle School athletics are going well.
- + Holly shared her appreciation of the care and support she experienced from U-schools in response to her recent family tragedy. Homecoming was successful, due to the excellent work of the student council and other student cooperation. Conferences are underway, and HS athletics are going well.

Business Manager’s Update:

- + Ronni presented the financial report; distributing salary models for comparable schools, our school YTD budget and copies of the Facilities Use form. It was confirmed that room rental fees cannot be ‘earmarked’ for specific rooms/departments.
- + The school’s accounting software will be updated as per Anderson & Whitney’s informal suggestion. Ronni is researching available software.
- + Ronni made sure each BOG member has an official nametag, which led to a discussion of the need for all adults in the building to wear identification – nametags or visitors badges – whenever in the building.

Next Meeting:

The next regular meeting of the Board of Governors will be November 15 at 6 p.m. in the Library.

Adjournment:

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