

University Schools Board of Governors October 20, 2004 Minutes

Present: David Sanchez, Greg Pierson, Linda Widel, Bryan VanDriel, Gayle Adams, Steve Ramsey, Linda Fry, Isabel Hughes, Mike Taber, Kristen Anderson, Suzanne Forney, Linda Roberts, Tom Roche, Dick Bond, Alan Holmberg

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

Approval of Minutes:

- A motion was made by Gayle (Bryan) to approve the minutes of the September 15, 2004 meeting. Motion passed.

Auditors' Report:

- Alan Holmberg from Anderson and Whitney presented the financial report for the year ending June 30, 2004. Their audit found everything to be in good standing. A motion was made by David (Gayle) to approve the audit. Motion passed.
- Greg commended Linda Widel for all of her work on the audit, which made the entire process go extremely smooth.

Communication from the Board:

- Mike reported that the US / Frontier Board Social went well.
- Kristen brought up the problems in the parking lot – especially that people are parking in the drop off lanes, double parking, etc.

Co-Chairs Report:

- Tom reported on the upcoming visit of President Bush to Greeley and inquired about using the visit as a field trip for University Schools classes.

Booster Club Report:

- Linda Fry reported that Homecoming went smoothly, with several new things tried this year, including the floats and the elementary band which performed at the game.
- The information about Christmas greens has been mailed out.
- The Barkers organization has been going great.

ECU Board Report:

- Mike reported that they had a budget meeting earlier in the day, and that they have no capacity for creating reserves. They requested to have the \$3500 custodial charge included in the \$70,000 annual lease, so that they can afford to give modest raises to their employees. The Board requested additional financial and enrollment information.
- Enrollment is holding steady at capacity for the current faculty.

Board Policies Committee:

- The proposed Middle School Promotion and Retention policy was distributed. Dick suggested that the minimum expected percentage of core classes passed be increased from 2/3 to 80%.
- The proposed student Organizations / Club Procedure policy was distributed. Both policies will be discussed at the November meeting.

Financial Report:

- Linda W presented the Ethnicity/Gender report for the 2004/2005 school year.

- Linda distributed the balance sheet dated September 30, 2004. There was nothing significant to report about current finances.
- Linda also distributed the Joint Use account Profit/ loss statement, Balance Sheet, and General Ledger as of June 30, 2004.

Director's Report:

- Greg presented the Adequate Yearly Progress summary and noted that University Schools is on of the few schools in the state to meet the criteria. He also noted that the criteria will change every year.
- Greg reported that funds have been identified in several funds (Toddy's, picture fund, etc.) totaling \$13,000 that could be used a portion of the playground equipment. He noted that USPOT will be able to fund \$20,000 and still have funds available for the classroom grants. A motion was made by Dick (Suzanne) to allow the identified funds to be used for this purpose. Motion passed. A motion was made by David (Suzanne) to transfer \$10,000 from the reserve/contingency funds to fully fund the proposed playground so that it can be fully completed all at the same time. Motion passed.
- Greg distributed a letter of resignation from Roxann Case. A motion to accept the resignation was made by Dick (Bryan). Motion passed. Greg will post the opening immediately so that the new teacher will be on board by November 8. This will allow the new teacher to meet the parents at conferences, as well as provide a 1 week overlap period.
- Greg presented a proposal for one additional counselor to serve the Elementary level. A motion was made by Suzanne (Dick) to hire an additional counselor on an INR contract for the remainder of the year, with the funds coming from the reserve/contingency fund. Motion passed.

Dean's Report:

- Steve reported that the fire department performed a fire drill last week and that all went well. The school was evacuated in 3 minutes.

Next Meeting:

- The next meeting of the Board will be Wednesday, November 17 at 6:00pm The BOG photo will be taken on December 15 at 5:30.

Adjournment:

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