

University Schools Board of Governors December 10, 2008 Minutes

Board Members Present: Kristen Anderson, Tony Arguello, Dick Bond, Eric Carlson, Julie Fraser, Ryan Mayeda, Chuck Olmsted, Bryan VanDriel, Ed Wiechern, Ron Eberhard, David Sanchez
Staff Present: Sherry Gerner, Paul Kirkpatrick, Linda Valentine, Jeanne Lipman
Guests Present: Alan Holmberg, Teacher Cadets

Tony called the meeting to order at 6:40. A quorum was present.

ADOPTION OF AGENDA

- A motion was made by Chuck (Kristen) to approve the agenda as modified. Motion passed.

APPROVAL OF MINUTES

- A motion was made by Kristen (Chuck) to approve the minutes of the November 12, 2008, meeting. Motion passed.

2007-2008 AUDIT

- Alan Holmberg, a representative of Anderson and Whitney, presented the 2007-2008 audit to the Board. There were no major issues with the audit, but he did present a few minor recommendations.
- Sherry presented her response to the audit, stating how each of the minor recommendations has been addressed.
- Mr. Holmberg identified a line in the audit of the Foundation (Capital Assets) that is technically Foundation property, but is difficult to distinguish from University Schools' property. Some of it is real estate, some is technology equipment. He recommended transferring ownership of the property from the Foundation to University schools. Dick indicated that the Foundation has already approved the transfer.
- The Board requested audits from Booster Club and USPTO, to be completed either independently or in conjunction with the school audit.
- A motion was made by Kristen (Julie) to accept the transfer of property from University Schools Foundation to University Schools. Motion passed (Bond abstain).

TEACHER CADET PRESENTATION

- Linda Valentine and the teacher cadet students presented information on the teacher cadet program.

STAFF REPORTS

Director's Report:

- Sherry reported that the school building will be closed December 24 – January 4
- Sherry reported that the first round observations and evaluations are complete.
- Sherry reported that Leah Ortiz will present an in-service on ELL strategies on Monday, December 15 during early release.
- Sherry reported that there will also be a teacher in-service on January 5.
- Sherry reported that the Joint Use Committee met this afternoon with Ray Klesh from the Greeley Grays. His proposal will be forthcoming.
- Sherry reported that the SAR reports were released yesterday. There were several errors that would have been corrected had District 6 allowed us to proof them as promised. The SAR will be mailed to all parents with a cover letter giving all of the corrections.

- Sherry presented information on a workshop that Holly attended earlier this year about utilizing iPod Shuffles to teach ELL students. With funding from a variety of sources, the program is now in place at University, including each student having a book to follow along with the Shuffle.
- Sherry reported that the Leadership Weld County class will be at University tomorrow, which will include a tour and a presentation by Ranelle Lang.

Middle School Principal's Report:

- Paul reported that the 1st trimester recognition assembly was held last week.
- Paul reported that MS staff is looking for ways to strengthen the transition from MS to HS
- Paul reported that they have begun work on the master schedule for next year, including Special Ed, remediation, ELL, etc.
- Paul reported that Reno Wood and Andy Garcia were selected to participate in the Junior Weld Leadership Program.

High School Principal's Report:

- No report.

Business Manager Report:

- The financial report dated November 30, 2008 was distributed.

ITEMS FOR ACTION

Consent Agenda:

- A list of proposed personnel changes was presented. They include:
Resignations:
 - Henry Byerly – Head Girls and Boys Tennis Coach
 New Hires:
 - Justin Garcia – MS Head Wrestling Coach
- A motion was made by Bryan (Dick) to approve the changes. Motion passed.

ITEMS FOR DISCUSSION

Director's Evaluation:

- The Evaluation Subcommittee distributed the proposed new Evaluation form for faculty/staff to evaluate the Director. A few minor changes were suggested.
- A motion was made by Chuck (Dick) to adapt the evaluation form as corrected. Motion passed.

District 6 Billing:

- Sherry reported that she has traded emails with Wayne Eads about the billing. In his latest reply, he stated that he has a potential draft of a new contract that he will share with US on January 7.
- The DHHP preschool invoice and Health Clerk invoice are still outstanding.

Booster Club Treasurer's report:

- A financial statement dated November 30, 2008 was distributed.
- Booster Club will fund \$1000 Scholarships to be awarded at Graduation.
- Bingo is slow, but they are still making money.
- They hope to have plans for the marquee finalized by March, 2009.

USPTO Treasurer's report:

- No financial statement was available
- Ed requested clarification about the requested audit. David suggested that a formal audit was not warranted due to cost, but rather having a couple pair of semi-trained independent eyes to look at it and give an informal opinion.

BOARD REPORTS

Co Chairs Report:

- No report.

COMMUNICATIONS FROM THE BOARD

- Ron discussed the possible necessity of making modifications to the baseball practice field so that it could be utilized for lower level summer games.
- A proposed calendar for the upcoming Board election was distributed. A couple of minor modifications were suggested.
- A motion was made by Chuck (Dick) to approve the calendar as amended. Motion passed.

ECU Report:

- Chuck reported that enrollment is 51.
- Chuck reported that ECU has received an additional \$2,500 grant from United Way to obtain their Qualistar rating, which will allow additional grant funding opportunities.
- Minutes of the November 19, 2008 ECU Board meeting were distributed.
- A copy of the December/January newsletter was distributed.
- A copy of the ECU financial statement dated October 31, 2008 was distributed.

Foundation Report:

- David reminded Board members of his challenge to donate to the foundation.

Joint Use Committee:

- Sherry provided some information to the Board regarding the need for repairs to the auditorium lighting system.

EXECUTIVE SESSION

- A motion was made by Bryan (Julie) to move into Executive Session to discuss student and personnel issues. Motion passed.
- A motion was made by Ryan (Kristen) to move out of Executive Session. Motion passed.

Next Meeting:

- The next meeting of the Board will be January 14, 2009 at 6:30pm in the library.

Adjournment:

- A motion was made by Kristen (Chuck) to adjourn. Motion passed. Meeting adjourned at 9:42.