

**University Schools
Board of Governors
December 14, 2005
Minutes**

Board Members Present: Bryan VanDriel, Eric Carlson, Kristen Anderson, Chuck Olmsted, Christie Malnati, Dick Bond, Tiffany Schaner, Mike Taber, Cyndy Giauque
Staff Present: Greg Pierson, Steve Ramsey, Patti Eaton
Guests Present: Steve Morrison, Chris Wanner, Deb Schauerman

- Bryan asked Mike to chair the meeting. Mike called the meeting to order at 7:00pm.

Public Hearing:

- Greg introduced Chris Wanner, HS art teacher. Chris presented a ceramic mug to each board member. The mugs were made by Chris and some of his students.

Approval of Minutes:

- A motion was made by Dick (Chuck) to approve the minutes of the November 14 and November 22 meetings. Motion passed.

Director's Search:

- Steve Morrison asked for final approval on the brochure. He distributed a sample posting, and distributed a list of possible places to advertise the position. A motion was made by Bryan (Chuck) to advertise the position in CASE, National Charter School Clearinghouse, Colorado League of Charter Schools, and American Association of School Administrators, for 8 weeks beginning as soon as possible. Motion passed.
- Mike suggested that we should agree to the formulation of the screening and interview committees at this time, rather than waiting until later in the process. A motion was made by Mike (Bryan) to form a screening committee consisting of the following members:
 - 3 faculty (one from each level)
 - 3 parents (one from each level)
 - 1 staff (designated by staff)
 - 1 student (designated by Student Council)
 - 3 Board of Governors

Motion passed.

- A motion was made by Bryan (Kristen) to form an interview committee consisting of the following members:
 - 1 faculty from the screening committee
 - 2 additional faculty (so that we have 1 faculty from each level)
 - 1 parent from the screening committee
 - 2 additional parents (so we have one from each level)
 - 1 staff (not carryover from screening committee)
 - 1 student (not carryover from screening committee)
 - 1 Board of Governors (non participating – observation only)The intent is to have all areas of the school community represented, with only two individuals being carryover from the screening committee.

Motion passed.

- The Board agreed that the interviews will be open to all concerned, but only the interview panel will participate. Anyone who attends the interviews will be invited to give feedback to the Board.
- The final interviews will be conducted by the entire Board.
- Dick pointed out that the search process requires a total commitment from all participants to attend every one of the candidate meetings.
- Dick suggested including someone from District 6 in the process. Mike asked all Board members to write down these “suggestions” before the January BOG meeting so that we can develop a charge to the two committees.
- Mike requested the budget committee prepare, before the January meeting, an amount to be spent on the search so that we can give guidance to the screening committee about how many candidates we will be bringing in for interviews.

Booster Club Report:

- Deb Schauerman reported that the Bulldog bash was not overly successful so they are looking at tweaking it. Wreath sales were down as well. Approximately 15-20 years ago, Booster Club took over uniform replacement for all activities. Now they have 5 major supporters going off the board and they may need to back off to a matching dollars scenario or to a set dollar amount instead of full replacement.

Financial Report:

- Patti distributed the financial report.

Director’s Report:

- Greg distributed a proposal from Ed Wiechern for adding a new AP Biology course next year. A motion was made by Bryan (Chuck) to approve the additional course. Motion passed.
- Greg distributed a proposal from Ed Wiechern to increase the fees for 2 classes: Botany and From Magic to Science. A motion was made by Eric (Chuck) to approve the request. Motion passed.
- Greg distributed a proposal from Doug Horn to add a new Introduction to Engineering course for next year. A motion was made by Bryan (Dick) to approve the additional course. Motion passed.
- Greg distributed budget information from USPTO.
- Greg recommended hiring Darwin Little effective January 10, 2006 to be the Business Manager. A motion was made by Dick (Kristen) to approve the hiring. Motion passed.
- Greg distributed a copy of the Report Summary from the District 6 Audit.
- Greg distributed a copy of the state accountability report cards.
- Greg distributed a copy of the holiday letter to be given to all staff.

ECU Board report:

- Chuck reported that enrollment is down slightly to 52. They are creeping towards breaking even after the summer season.

Building Capacity Committee:

- Kristen, Eric, and Christie distributed a report. Christie noted that a faculty committee is looking at space utilization as part of the “climate” committee. The discussion led to the Board agreeing that a Strategic Plan is needed with specific goals for the future.

- The Board agreed to schedule a strategic planning session to work on long term goals for the school and a plan to implement them. The planning session will be scheduled in January.
- Dick re-stated his belief that an endowment is needed for the long term security of the school. He noted that Kristi Helzer, through the foundation, is putting a group together to start an alumni association.

Social Gathering:

- Kristen asked for volunteers to provide soup for the “Semi-Social”, and reminded all board members to plan to attend on January 3 from 11:30-1:00.

Next Meeting:

- The next meeting of the Board will be January 18 at 7:00pm in the library.

Adjournment:

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