

**University Schools Board of Governors**  
**March 10, 2010**  
**Approved Meeting Minutes**

Board Members Present      Kristen Anderson, Julie Fraser, Charles Olmsted, Richard Wood, Tony Arguello, Eric Carlson, Ed Weichern, Sire Garcia

Staff Present                      Sherry Gerner, Ronni Barker, Paul Kirkpatrick

Guests Present                      Shelly Endres, Vicki Sweet

The meeting was called to order at 6:33 pm. A quorum was present.

**ADOPTION OF AGENDA**

- A motion was made by Richard (Charles) to adopt the agenda with the change of 8.1 Auditor upon Ms. Sweet's arrival. Motion passed. Adoption of agenda approved.

**APPROVAL OF MINUTES**

- A motion was made by Charles (Richard) to approve the February 10, 2010 minutes. Motion passed.

**COMMUNITY DIALOGUE**

- None

**USPTO ACTIVITIES UPDATE – Shelly Endres, USPTO President, reported:**

- Scrapbooking event held Mar 4-5 made almost \$500.
- Carnival scheduled Friday, April 30 from 5:30-8:30 pm. New ideas added to event.
- Multiple ideas being discussed to assist anywhere needed due to budget cuts.
- Kristen shared her idea of offering a basket from the BOG for the Carnival auction. All BOG members expressed support.

**STAFF REPORTS**

**Director's Report – Sherry reported:**

- A 3<sup>rd</sup> lottery draw was done March 2, 2010. A total of 33 invitees were pulled for Kindergarten through 12<sup>th</sup> grade. The lottery for 1st through 5<sup>th</sup> grades will be pulled in April.
- Second round of Elementary teacher evaluations are underway.
- Budget Committee meeting scheduled for March 31, 2010.
- Ongoing brainstorming for financial ideas.
- Policy Committee in process of reviewing and updating.
- Springs sports have begun.
- Bessie Minor Grant writing by Carol Riggs requesting nonfiction texts for grades 1-5 is ongoing.
- US did not receive the State Farm grant applied for.
- 5<sup>th</sup> grade received \$800 from Target for their field trip.
- K-12 Morgridge Grant for technology will be submitted by Mar 31, 2010.
- Administration will attend the UNC and CSU Job Fairs to recruit.

#### DISTRICT 6 AUDITOR - Vicki Sweet, Sample and Bailey

Provided information and feedback as follows:

- S&B is a large northern Colorado firm.
- Auditor for Poudre and Weld Schools, including District 6.
- Confidentiality and neutrality are especially important to firm.
- Second year providing D6 audit.
- When asked about benefit to D6 for US to use same auditor, replied benefits in timing, information/format, efficiency needs.
- S&B would not provide D6 any other information without direct consent of US.
- CDE/State policies watched and changed as needed.
- If agree to use S&B a mutual time frame would be agreed to.
- When asked about audit findings for recommendation at the year-end review, replied suggestions would come to US directly and confidentially.

Further audit discussion after Ms. Sweet's presentation completed:

- Costs of S&B non-issue initially as Sherry has D6 email stating US will be held harmless for 3 years.
- Sherry provided the Board with a copy of the proposal from Watkins & Schommer, Inc. for review. Eaton and Valley use W&S as their auditor.
- Sherry requested Board consider the options of W&S proposal vs. staying with current auditor vs. moving to the D6 auditor. She will make proposal regarding the matter at the April or May BOG meeting and requests contact from BOG with input.

#### STAFF REPORTS (continued)

MS Principal's Report – Paul reported:

- CSAP is ongoing plus more to follow after spring break.
- CDE didn't print labels for CSAP books for US. Unsure how error occurred. Causing a tremendous amount of extra work.
- Working on next year's MS schedule with changes being made.
- College In Colorado career planning to catch MS early.
- District wide Job Fair planned in April geared towards MS.
- Northern Plains Spelling Bee has 10 US kids in the finals. The following UMS kids made it into the NPSB:
  - Jon Ewert, Brendan Azama, Rachel Myers, Tad Strohauser, Madison Widener, Nathan Drake, Lucas Lauer, Sarah Harper, Samantha Rueb and Alannah Roth.

HS Principal's report

- No report

Business Manager's Report – Ronni reported:

- The financial report dated through February 28, 2010 was distributed and reviewed.
- CASBO (Colorado Association of School Business Officials) meeting is coming up and will attend if budget permits.
- A memorandum regarding TABOR from Anderson & Whitney was distributed and reviewed.
- TABOR Reserve information:
  - Without exclusions = \$230,000.00
  - With exclusions = \$224,000.00
- Decision regarding TABOR at budget discussions.

- Richard inquired whether the TABOR Reserve can or cannot be adjusted by the auditor once set for the year. Ronni stated it could not. (Note: our TABOR amount has been based on 3% of the entire budget rather than specific items required by TABOR.)

## ITEMS FOR ACTION

### Consent Agenda

- Personnel - A list of recommendations was distributed and reviewed. Recommendations as followed:
  - For Hire:
    - Tatum Lombardi – MS Assistant Track Coach
    - Luke Alles – HS Assistant Track Coach
    - Michael Usher – HS Girls Tennis Head Coach
- A motion was made by Richard (Tony) to approve the recommendations. Motion passed.

## ITEMS FOR DISCUSSION AND POSSIBLE ACTION

### ECU Lease Proposal

- A letter from Melissa Lelm, Director ECU, was distributed and reviewed.
- Letter reviews ECU's struggle each summer with enrollment for various reasons and its recent survey supporting that same concern for the upcoming summer.
- The letter makes a confidential request of the Board. After discussing options, Sherry recommends accepting the request. This request would affect next school year budget. A motion was made by Richard (Julie) to accept the recommendation. Motion passed.
- Timing for the release of this information by ECU.

### Booster Club Report

- No financial report was provided.
- No report

### USPTO Report

- A copy of the February 25, 2010 meeting minutes was provided.
- A copy of the financial report dated through January 31, 2010 was distributed and reviewed.
- See earlier report from Shelly Endres.

## BOARD REPORTS

### Co-Chair Report

- Kristen reports the Facilities Planning Committee's next meeting is April 8<sup>th</sup>. Discussions include landscaping, dead grass area options, replacing basketball court due to new math wing, and the southeast corner marquee.
- Anticipated budget cuts per D6 are at 6% with a range of 5-8% used as guide for estimates that range from \$360-580K.
- Richard (Budget Committee member) added that there are only two ways to deal with cuts and they are increase revenue and/or cut expenses. BC is brainstorming on a list of ideas. League of Charter Schools says to plan on 6.5% as well as an increase in PERA costs, but US is planning based on 8%. Ideas include cut ECU, increase MS and ES enrollment, and more.

### Communication from the Board

- Kristen passed around a letter for the Board to review received from Strasburg School District No. 31 Superintendent, Ed VanderTook, and Board President, Don Gerstenburger. The topic is Academic Impact of Sports on Grades.

ECU Report – Charles reported:

- Meeting planned with parents regarding letter presented today.

Foundation Report

- No report

Joint Use Report

- Kristen reported committee awaiting the information from Frontier regarding their possible sports decision and numbers before discussions can resume regarding the Amendment.
- Sherry reported that the Greeley Grays proposal was received and will renew at same rates, etc. as last year.

FUTURE BUSINESS

- See February minutes for dates of Special meetings scheduled

EXECUTIVE SESSION

- Kristen (Julie) made a motion to enter Executive Session for the purpose of discussing the Director's evaluation results. Motion passed.
- Entered Executive Session at 8:08 pm.
- Charles (Richard) made a motion to exit Executive Session. Motion passed.
- Exited Executive Session at 8:36 pm.

DIRECTOR'S CONTRACT RENEWAL

- Richard (Charles) made a motion to renew the Director's contract for another year. Motion passed.

NEXT MEETING

- Regular meeting April 14, 2010 at 6:30 pm US Library
- Special meetings as listed in February 10, 2010 minutes under Future Business.

ADJOURNMENT

- A motion was made by Charles (Richard) to adjourn. Motion passed. Meeting Adjourned at 8:39 pm.