

University Schools Board of Governors  
June 9, 2010  
Approved Meeting Minutes

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

Staff Present                      Sherry Gerner, Ronni Barker, Paul Kirkpatrick

Guests Present                      Melissa Lelm, Brad Bunting, Will Hume, Steve Black, Wayne Kohl, Tom Grasmick, Mike Banks, John Sparks, Tami Medhurst, Mike Dinkel, Jeremy West, Jane Stanfield

Ron called the meeting to order at 6:31 pm. A quorum was present.

**ADOPTION OF THE AGENDA**

- Ron requested that item 7.1 get moved to after the approval of the minutes/before community dialogue.
- A motion was made by Charles (Julie) to adopt the agenda with the requested change. Motion passed.

**APPROVAL OF THE MINUTES**

- Richard requested the wording in his remark under Third Grade CSAP Results on page 4/last bullet to state that we “have met or exceeded our goal of at or above state level twice.”
- A motion was made by Richard (Charles) to approve the amended May 12, 2010 minutes. Motion passed.

**DISTRICT 6 FOOD SERVICE CONTRACT**

- Jeremy West, D6 Nutrition Service Director, provided 2 handouts for the Board to review and introduced our D6 Area Supervisor, Jane Stansfield, who is the first contact by US administration and the kitchen staff. Both inquired about and were thanked for the meal served to the Board prior to the meeting.
- Jeremy thanked US for the opportunity to serve our kids and proceeded to highlight parts of the contract, discussing areas needing clarification/adjustment posed by Eric or the Board.
- Jeremy will take the contract back to the D6 Board for review of the requested changes/additions/clarifications.

**COMMUNITY DIALOGUE**

- None

**STAFF REPORTS**

Director’s Report – Sherry reported:

- There were a lot of end of year activities including graduation.
- Three Grants were submitted to State Farm, Morgridge and Bessie, but were declined.
- The 5<sup>th</sup> lottery draw took place May 24 with a total of 76 invited.
- A party was had for retirees and departing staff.

- Secondary math teachers are working this summer to revise the math curriculum.
- Multiple training days have been scheduled for the various staff and faculty groups.
- June 7, 2010 was the start of 2<sup>nd</sup> – 5<sup>th</sup> grade Summer School (literacy focus) with 18 students. Session ends July 1<sup>st</sup>. Program costs were split between USPTO grant and US.
- On-site school physical date postponed to July 7, 2010.
- Included in the agenda packet are a thank you from the Colorado League of Charter Schools and a commendation from the Anti Defamation League for counselors Jennifer Roth and Donna Gonzales.

#### HS Principal's Report

- No report

#### MS Principal's Report – Paul reported:

- Hiring is ongoing for open positions.
- With the addition of MS students the adult to student ratio doesn't change.
- Everyone is excited and ready to go.
- Ron inquired about a transition for incoming students. Paul stated a meeting between MS staff/faculty and parents was interrupted with a tornado warning. Two more meetings are scheduled and these also cover understanding MS expectations to give them an opportunity to ensure US is a good fit.

#### Business Manager's Report – Ronni reported:

- A financial report dated through May 31, 2010 was distributed and reviewed by the Board.
- Bond interest monies due in the next week or so.
- Unsure why the electricity budgeted has gone over. The water budgeted has been less than expected.
- Technology has gone over due to paying for technology out of this year's budget.

#### ITEMS FOR ACTION

##### Consent Agenda

- Personnel – Sherry presented the following recommendations:
  - For Hire:
    - Penny Bielawski – Elementary Counselor
    - Danielle Smiley – Fifth Grade .5 FTE
    - Miles Scheer – Assistant HS Football (full)
    - Nathan Aue – Assistant HS Football (full)
    - Steve Bradley – Assistant HS Football (.5)
    - Mark Brown – Assistant HS Football (.25)
    - T.R. Spence – Assistant HS Football (.25)
    - Terin Swain – Assistant HS Volleyball (.8)
    - Linsey Barta – Assistant HS Volleyball (.8)
    - Garner Agone – Assistant MS Football
    - David Smith – Head MS Volleyball
  - Resignations:
    - Kerry Breen – Head MS Volleyball
    - Karen Gullickson – Elementary Music
    - Carlie Hoskins – MS Language Arts

- Reassignment:
  - Joni Lissak – HS Art
- A motion was made by Kristen (Julie) to approve the recommendations. Motion passed.

#### ITEMS FOR DISCUSSION/POSSIBLE ACTION

##### District 6 Food Service Contract

- Eric made a motion to approve the Food Service Contract tentatively with D6 approval of addendums made tonight.
- Richard remarked on the costs and questioned if cap needed.
- Sherry stated that our minimum number of meals has always been met and that we last had a contract the 2004-05 school year.
- Eric offered that we could name a low amount for liability.
- Ron suggested an “up to” amount/cap.
- Richard expressed his desire not to have a bill show up later.
- Eric suggested we ask for monthly numbers so we can make adjustments as needed.
- Sherry stated that could work.
- Richard indicated that monthly numbers along with the 3 times per year reviews would work.
- Eric stated he would work on the wording to include what Richard indicated.
- No further discussion was had. A motion to approve the Food Service contract was made by Eric (Richard). Motion passed.

##### Extracurricular Activities Report Discussion

- Kristen opened by asking Board members, after having a month to look over the activities report, what remarks or questions they might have.
- Julie, regarding offsetting losses, inquired about the amount of fee increase. Sherry indicated that student fees were \$49.00 and will increase to \$60.00 starting the 2010-11 school year. Brad stated activities fee is \$90.00 for HS and \$45.00 for MS with a \$360.00 family cap. HS fee is 2<sup>nd</sup> highest in our League. Julie asked if Brad could obtain information from other schools on their costs as a comparison. Brad stated he could.
- Brad reiterated the odd method used to prepare this report and that it is not perfect. For example, numbers were rechecked on one activity (football). Errors showed costs were \$1000.00 less. He also remarked on the difference between “life long activity” and “life long learning”. Some activities that aren’t necessarily taken into adulthood, but had valuable lessons he still carries.
- Kristen stated that, as a P.E. teacher, the lessons ARE valuable but that is not the point of the discussion. What are the goals for US future?
- Julie stated, “What can we do better here?”
- Brad pointed out that changes are coming which will increase savings over the year (Yuma leaving the League and more), he is being fiscally alert, and that contracts have been signed for the next 2 years.
- Tony remarked that responsibility to the kids and education are important, but that sport choices are important, too.
- Kristen stated that we have and will continue to have kids who participate at other schools in sports we don’t offer and that still would be the case if any activity were no longer available. She also encouraged board members who have yet to express their views to make their remarks now.

- Will Hume (Board member elect/guest) remarked that Kristen has valuable points, that sports also are important through life, and the fiscal reality with the coming budget cuts cannot be avoided and this matter will have to be addressed sooner rather than later.
- Ron pointed out that past history has shown with the loss of certain activities you will lose kids to schools that offer them.
- Charles noted extracurricular costs are significant, questions where the attention of these monies should be, addressed athletic performance vs. academic performance, his experience with the lack of loss in school pride when a school he attended dropped the football program, the need to come to grips with this issue including the impact of injuries sustained in sports, let alone doing it at a loss financially.
- Ron remarked on a possible concern that if the school were to lose a sport would it affect minority numbers.
- Brad stated that US is in a tough league, many schools are dropping "C" teams, there are options we can explore, and that it seems everyone loses somewhere.
- Sherry remarked that she sees extracurricular activities as school expenditures.
- Richard agrees with Sherry and added that the activities loss is a small amount of the total costs for the school, the Board needs to come up with a long term strategic plan for the future, the action of adding students to the school helped this year, and the budget is an extremely appropriate topic for the Board's five year vision (not just sports) including endowment funds. At our fall planning meeting we must keep in mind what kind of school we want to be.
- The Board agreed that the topic would be taken to the retreat.

Property Insurance Proposal – Ronni reported:

- A copy of the proposal was provided to the Board for review that included the current property coverage and costs.
- Having been approached by a parent in the insurance business wishing to offer a quote. Parent never returned with offer.
- We've been happy with current company.
- Keeping coverage the same and then adding the new students will increase cost approximately \$1,000.00.
- Sherry recommends that the Board approve the proposal.
- A motion was made by Charles (Richard) to approve the recommendation. Motion passed.

ECU Rent Proposal – Melissa Lelm reported:

- The Board was provided with a 2010-11 Lease option handout for review. Noted is that there would be a monthly increase of almost \$305.00.
- AIMS childcare program ends June 18, 2009.
- ECU got all their CPP slots, an increase of 32 kids, making a total of 48 CPP kids now.
- The afternoon program is full and many kids are returning.
- Enrollment for the fall is at 93.
- They are looking at using D6 food services now.
- Have earned Qualistar's four star rating and will be reapplying.
- There were no questions regarding the lease option.

- A motion was made by Richard (Charles) to approve the ECU lease for 2010-11. Motion passed.

Porter's Custodial Contract – Sherry reported:

- A copy of the proposal was provided to the Board for review. Sherry corrected a typo on the cover email letter; item one should read “August to May”, instead of “December to May.”
- Eric voiced concern with Article 6 (reviewed contract prior to meeting) requesting the background check also be available in our files. Sherry stated that Porter's had no problem with the request.
- Sherry says that Porter's bid is still better than past bids, she is pleased with services, they are responsive as needs arise, and recommends the Board approve the contract.
- A motion was made by Charles (Richard) to approve the contract recommendation. Motion passed.

Middle School Expansion – Paul reported:

- A handout was distributed for review by the Board summarizing the specific MS budgetary effects with the addition of students as requested at a prior meeting.
- The MS increase won't effect the numbers at HS level since, if more MS choose to stay for HS, it means working less at getting HS students here to keep the desired freshman and sophomore class numbers at 110 each.
- New MS slots are not filled, but he is confident they will fill.

Booster Club Report

- No financial report.
- No report

USPTO Report

- A financial report dated through April 30, 2010 was distributed to the Board and reviewed.
- No report

BOARD REPORT/COMMUNICATION

Co-Chair Report – Kristen reported:

- A letter was received from Strasburg School District 31J Board President, Don Gerstenberger, and passed around for review.
- Letter addresses impact of sports on weeknights (the fiscal impact of night games and effect of time off of school for athletes) and restructuring the game-day schedule between boys and girls (fiscal savings in same site rather than opposite site).
- Brad reports Strasburg came to League meeting and discussed it. He also explained reasons why the suggested changes wouldn't work for US, those that did try found no savings cost or increase in revenue. Doesn't believe League will make changes.

Facilities Planning Committee Report – Tony reported:

- Emails on-going with architect regarding plans for options in replacing problematic grass area and making it user friendly.

#### July Meeting Time

- Julie requested moving the July 14, 2010 Board meeting from 6:30pm to 5:30pm for the purpose of meeting for the scheduled transition dinner at a more feasible time. Members agreed.

#### Communication from the Board

- Julie requested Board members start considering date options for the Fall Retreat and will email multiple date options after reviewing school calendar with Sherry.

#### ECU Report

- Refer to earlier report from Melissa Lelm.

#### Foundation Report

- None

#### Joint Use Report

- None

#### FUTURE BUSINESS

- Future Goals setting at retreat.
- Director's Goals – Copy of every year of Sherry's goals distributed to Board for review. The Director is tasked with setting goals and performance standards. Board will discuss further tweaking that by possibly setting goals standards itself, utilizing staff and faculty input, setting goal numbers to meet, set 3-4 specific goals. Retreat topic.
- Review long-term goals 5 year plan.
- Grant Writer - researching more options.
- Setting goals to measure us as a Board.

EXECUTIVE SESSION – Cancelled as individual unable to attend tonight.

NEXT MEETING – July 14, 2010 at 5:30 pm (time change) followed by transition dinner at Kenny's Steakhouse.

#### ADJOURNMENT

- A motion was made by Kristen (Richard) to adjourn. Motion passed.
- Meeting adjourned at 8:48 pm.