

**ITINERIS**  
**BOARD OF TRUSTEES MEETING MINUTES**  
**October 27, 2008**

**Members Present**

Curtis Newman, University of Utah Health Care System  
Scott Olsen, CTE Director, Jordan School District  
Clifton Sanders, Salt Lake Community College  
Janilyn Mahoney, Parent  
Roger Christensen, Parent  
Richard Haskell, Parent  
Stephen Jolley, Principal, Itineris Early College High School  
Jamie Vargas, Itineris Counselor  
Cindy Groesbeck, Secretary

**Members Excused**

JoAnn Seghini, PhD, Midvale City Mayor

**APPROVE MINUTES for September 22, 2008**

- A motion was made by Curtis Newman to approve the minutes from the September 22, 2008 Board Meeting.
- Motion was seconded by Richard Haskell. All approved.

**FINANCIAL REPORT**

- The Financial Report in your packet shows revenue figures given to us on the Monthly Allotment Statement from the USOE. We projected that our enrollment for the 2008/09 school year would be 225 students. After the October 1<sup>st</sup> count of 215 students by Squire, we will see a decrease of approximately \$70,000 in revenue.
- Richard Haskell asked how difficult it would be to cut our expenses by \$70,000 but Mr. Jolley thinks it will be fairly easy because we won't be buying a lot of textbooks, equipment, and computers this year. We should know by our meeting in November where we can make up this revenue and we will be a little more careful where we spend our money.
- The transportation department will send us a bill in April for the 2008/09 school year of roughly \$32,000 to \$34,000 for the late bus run. This expense includes about 20% of our students from the east side using the end of day bus service. In the last five years running, 18-22% ridership is from the east side. Curtis Newman suggested that the board evaluate and make a decision on next year's bussing before the end of the recruiting process so parents could be informed before finalizing their decision to attend.
- A motion was made by Roger Christensen to approve the Financial Report.
- Motion was seconded by Richard Haskell. All approved.

## ANNUAL FINANCIAL REPORT FY 2008/ANNUAL PROGRAM REPORT FY 2008

- These reports were prepared by John Larsen, Accountant, Internal Auditor for Jordan School District.
- The Annual Financial Report talks about overall monies in revenue. On page 37 of this report it shows a carry forward balance of \$136,024.
- The Annual Program Report shows the different line items for each individual program.

### STUDENT ENROLLMENT AUDIT

- In your packet is a copy of the October 1, 2008 School Enrollment Report. Listed below are a few of the student findings:

215	Total Enrollment
119	Females
96	Males
18	Free Lunch
13	Reduced Lunch Price
36	Minority
178	White (Caucasian)
1	Undeclared
2	Homeless

### GUIDANCE

- Mr. Vargas completed UBSCT testing last week. All tests must be given on the exact dates set by the state. We tested 100% of students needing all or any portion of the test on the following days. Results should be back to us in December.

Tuesday, October 21<sup>st</sup> – Writing Test  
Wednesday, October 22<sup>nd</sup> – Math Test  
Thursday, October 23<sup>rd</sup> – Reading Test

- All of our students registered to take the ACT test last Saturday at different testing locations. We should hear results around Thanksgiving with some students who will electronically get them earlier than that if they signed up to receive them that way.
- This year we will be able to gather data from our senior class, who took their first ACT in the fall of 2007. Their scores a year later will show us a year's growth in terms of college readiness, and compare them with this year's junior class results. One of our staff members has a data research project assignment for school to gather this data and will be presenting it to us.

### ANNUAL NORTHWEST REPORT

- A copy of the report to NAAS and the accreditation team in your packet was completed by Mr. Jolley and shows the progress with our school improvement plan (CUSIP).

## **RECRUITING**

- Jo Jolley will be doing all the high school visits in our district as the first portion of our recruiting for the 2009/10 school year. She has great knowledge of who we are, what we do, and where we are going. In your packet is a copy of the recruiting calendar showing school visits in purple, Parent Information Events during the evenings and on Saturday's in pink.
- The individual interview portion of the application process has to be modified based on state statute changes in the charter school law regarding new student application.

## **REMODELING UPDATE**

- During the last few weeks they have been installing 15 computer stations in five classrooms. The computers and chairs are here ready to install as soon as construction is finished. This will be a great piece for math classes, Connect Time activities, etc.
- There was discussion of the installation of lockers and last year we found out that we never will have lockers in this building because of fire code issues. The hall ways are not wide enough.

## **STATE CHARTER BOARD RULE CHANGES**

- Copies of the New Student Application are included in your packet. It is mandated that all charter schools use the standard application from the State Board of Education according to law 53A-1a-506.5.
- A charter school student is eligible to play in extracurricular activities at other schools as stated in 53A-1a-519, and this may require that we write a check to that school helping to cover the cost of facilities, coaches, etc.

## **OTHER BUSINESS**

- As written in Utah Code, Title 52, Chapter 4 Open and Public Meetings are to be posted at the building where the meeting is to be held. Agendas and minutes from meetings will be posted on the school website at [www.iechs.org](http://www.iechs.org).
- A motion was made by Clifton Sanders that we add a standing item for an Executive Session for the consideration of personnel, property, and disciplinary issues.
- Motion was seconded by Roger Christensen. All in favor

MEETING ADJOURNED AT 9:00 A.M.

**NEXT MEETING: Monday, October 27<sup>th</sup> at 7:30 a.m.**