

**InTech Collegiate High School  
Board of Governors  
Meeting Minutes for March 3, 2009**

The InTech Board of Governors met on March 3, 2009, at InTech Early College High School.

*Board Members Present:* Debora Seiter, Jim Dorward, Mike Liechty, Nancy Kennedy, Gayle Bowen, Jim Peterson, Deborah Hobbs, J.R. Dennison

Staff Present: Jason Stanger, Jim Baker, and Marianne Barrett

*Next meeting:* May 12, 2009 from 4:00pm until 6:00 pm at InTech

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Debora Seiter, Board Chair, called the meeting to order. She welcomed everyone and thanked them for their dedication to the promise that is InTech. She especially thanked the additional faculty/staff who were present and invited them to future meetings. She then led the attendees in the Pledge of Allegiance.

The January minutes were read and Gayle Bowen moved to accept the minutes as read. Nancy seconded the motion. The InTech minutes for January, 2009, were unanimously approved.

The February minutes were read. Nancy Kennedy raised the question about InTech's involvement in the foreign exchange program that Jason brought to the Board in January. Nancy noted that the minutes should reflect that this idea was given the Board go-ahead only for investigative purposes. She pointed out that Jason needed to tell the exchange program managers that InTech would not pay the examination fee.

Jim Peterson moved that the February minutes be approved as changed. Nancy seconded the motion and the edited minutes were unanimously approved.

**Treasurer's Report**

Jim Peterson reported that he met with Jason to review the internal audit. They addressed bank reconciliations and payments that have been made. In February, we made a \$10,000 payment to the IRS. In 6-8 weeks time, Jason and Jim will talk to the IRS and ask if some of the penalties could be dropped. He Jim commented on the cash low. The 1.6% reduction required by the State Office amounts to \$17,000 for InTech.

How does the future look with the Legislature? Jim noted the following:

1. Reduction in education 5.2-5.5%
2. Could use the federal stimulus monies to back fill the cuts facing us
3. This is a one-time deal.
4. Next year could be worse. Some people in finance in the State Office said that districts should build up a reserve in case the reduction in monies is bigger next year.

Debbie Hobbs moved that the Treasurer's Report be approved; Nancy Kenney seconded the motion. The Treasurer's Report was unanimously approved.

### **Action Items**

#### **1. Salary Schedule**

Jason asked the Board to look at the salary schedule that he shared at the last Board Meeting. Jim Dorward asked how Jason's proposed schedule aligns with Cache and Logan. Jason said his schedule was based on Logan's because it was less of a salary cut. Jason said that he will prepare a real salary chart once he has heard from the State on cuts. He noted that the Legislature requires that districts not cut teacher bonuses but make the cuts elsewhere.

Jim Peterson commented on House Bill 2. If in 2011 there are insufficient funds, then districts will fall back to their 2010 count which means that districts will not receive additional monies for additional students. Schools should plan ahead and focus on recruitment.

Jason pointed out that he was not asking the Board to approve a scale; he only wanted a starting point approved. Nancy moved that the Board accept a starting point. Mike Liechty seconded the motion. The motion was approved unanimously.

Then the discussion shifted to classified positions. Which lane best fits JaDean's job description? She functions as the school secretary, Jason's executive secretary, the attendance officer, lunch supervisor, and tax reporter. Jason asked, "Is she certified or classified?" Should the Board start at Lane 9 for JaDean? It was noted that the Board needs to consider the role, not the person. Debbie Hobbs moved that the Board approve Lane 9 for JaDean's salary. Jim Dorward seconded the motion. The motion was approved unanimously.

The next point of discussion focused on instructional aides. Currently they earn \$10.30 an hour and the special education funds do not cover the costs. What then is a reasonable starting point? Nancy asked if aides receive benefits. Jason pointed out that anyone working 20 hours a week or more receive benefits.

The question was then called. Gayle moved that InTech's starting point for faculty salary follow Lane 2 of Cache's salary schedule. Jim Peterson seconded the motion. However, there was more discussion. It was noted that two of our aides function as the school's janitorial staff. They receive \$13.33 an hour. They are paid for 180 days but over a twelve month period.

Debbie Hobbs asked why we weren't following Cache's schedules on everything. Debbie moved that the Board adopt Cache's Lane 7 for custodial personnel. Gayle seconded the motion and it was unanimously approved.

Gayle moved that the Board revote on Cache's salary schedule. Debbie seconded and the motion was carried unanimously.

Nancy Kennedy said that she had to leave early, but she wanted to know about succession of Board membership. She pointed out that Tammy Lynn Calder from Rich County was still interested in serving on the InTech Board. Nancy leaves the InTech Board in June.

The next salary schedule under discussion was the administrative schedule. The Board asked Jason where he was on his doctoral degree. He said he was ABD (All But Dissertation). If he quit school right now, he would have an Education Specialist degree. The Board asked Jason to leave during the discussion. Debbie moved that the InTech Board use the Cache schedule, either Lane 8 or 9 with three years. Jim Peterson seconded the motion. The motion carried unanimously.

## 2. Student Fees

Jason reviewed the new schedule for student fees. He reported that InTech used to charge \$180 a year in fees, but in this amount there were no fees for courses. This new fee schedule of \$100 would be both general fees and course fees. He noted that InTech has 30% free and reduced lunch. Mike Liechty moved that we accept this new student fee schedule; Jim Peterson seconded the motion. The motion was unanimously approved.

Jim Dorward asked if these fees would be tracked in the budget and Jason said that they would be tracked.

## 3. Leave Policy

Jason pointed out that the current Leave Policy limits days, allows for 12 days a year, and allows an individual to accrue up to 18 days which are to be paid out at the end of the year at \$55 a day.

Jim Dorward expressed his displeasure at the concept of allowing "leave." A teaching contract is for 183 days. Since it was getting late, Gayle moved that this item be tabled until the April meeting. Mike seconded the motion and the item was tabled until the April meeting.

A committee of Jim Dorward, Mike, Jason, and Deb Seiter will discuss the leave policy and bring a recommendation to the April Board meeting.

Marianne Barrett asked that the Board talk to faculty members and get their take on the concept of "leave."

## **Adjournment**

Debbie Hobbs moved that the meeting be adjourned. Gayle seconded the motion and it was approved unanimously. The next meeting will be on April 21, 2009, at InTech from 4:00 pm until 6:00 pm.