

InTech Collegiate High School Board of Governors

Meeting Minutes

October 9, 2007

Board Members Present: Gary Carlston, Deborah Hobbs, Nancy Kennedy, Allyson Saunders, Gayle Bowen, Jim Barta

Excused Members: Frank Stewart

Staff Present: Steve Zsiray, Megan Izatt, Ashlee Godfrey

Public: Jim Peterson

Next meeting: November 13, 2007

I. Announcements

Next Board Meeting: November 13, 2007 at 1:00 pm.

II. Summary

Approval of Minutes: The minutes from September 11 were discussed and approved.

Monthly Expenditures for September: The Board discussed the monthly expenditures and they were passed.

Consideration for European Trip: Lacey Baker gave a brief presentation to the Board regarding a student trip to Europe. The Board voted that no school approval be given.

Teton Science School: Stephanie Kawamura gave a brief report on the August trip to the Teton Science School. She would like to hold another trip in August of 2008. The Board granted conditional approval.

Budget Discussion: The Board discussed the yearly budget.

Focus Group Report: Debbie gave a brief report on the focus groups held with parents and students.

Committee Election of Parent to Board: Steve gave a brief report on the progress of electing another parent member to the Board.

Principal's Report: Steve gave a brief report on how the school is doing.

III. Discussion

The minutes from September 11 were discussed. A few editorial changes were needed.

The monthly expenditures from the month of September were discussed. Gayle asked some questions regarding the tracking of funds for the Teaching American History grant. Ashlee explained that the expenditures only showed checks that had been written within the month of September. Jim also showed where the TAH funds were tracked on the budget sheet he helps prepare.

Lacey Baker gave a brief presentation on a student trip to Europe. She has been in touch with EF Educational Tours. EF Educational Tours offers liability insurance to relieve the school from any liability responsibility. The trip is \$3000 per students, and \$3400 per adult. Also, for every seven students that pay to go, one chaperone is able to go free. The trip is 15 days with a possible 3 day extension. Credit can be earned by students through College Board if arrangements were made to visit sites that were related to school curriculum. The Board questioned if approval for use of the building was granted, if parents and students would believe implied endorsement from the school was being given.

Stephanie Kawamura, the science teacher, gave a brief report on the trip to the Teton Science School. The trip was a good experience and workbooks are currently being graded so that a ½ credit of biology may be given to those students who participated. The school had one chaperone to every six students that went. Due to busing issues the budget is currently \$2000 in the hole. Cache School District cancelled due to a change in state policy; arrangements were made with USU, who had to cancel for the same reason as Cache School District. Arrangements were made with a charter bus company causing the price of busing to increase. The price of the trip was \$320 per student and will be higher next year. \$500-600 was raised through fundraisers, and more fundraisers will be held next time. Stephanie would like to schedule another trip to the Teton Science School on August 4-8 in 2008.

The Board held a discussion regarding the budget. The enrollment for the school current is 132 students, up by 1 student from last month. The deficit has continued to decrease.

Debbie gave a brief report on the focus groups. Melissa Seidle, the school counselor, brought different groups of students over to Spectrum Education Group for the focus groups. Also, one focus group was held at night for parents to attend. The groups were asked three questions: 1. What were the reasons for sending your student or for coming to InTech?; 2. What are you hearing in the community?; 3. What strategies could be used for increased enrollment? A copy of the gathered data will be sent via email to Board members.

Steve discussed how the committee election of parent to Board was going forward. A packet with a statement from each candidate and a ballot will be given out at parent/teacher conference on Oct. 22-23. Parents will be able to read each candidate's statement and vote for the person of their choice.

Steve discussed how the school was doing. A lot of recruitment activities were held during the month of September. The week of September 17 open houses were held Monday through Friday from five to seven o'clock. Radio ads and newspaper stickers were also sent out in the community. An ad in the Statesman was also placed. The school also participated in USU's homecoming parade. The school also held a rummage sale to help raise money for school needs. Also, the Board may check the school's U-Pass results by going to www.ames-slc.org/faculty/raybould.htm. Click on the AYP & U-PASS link. Then click on "For Schools WITHOUT 12th Grade". Save the file to your computer and scroll through until you reach InTech.

IV. Action Items

Allyson motioned for the minutes to be approved with the editorial changes. Jim seconded the motion, and the minutes from September 11 were approved.

Gayle motioned for the monthly expenditures from the month of September be approved. Nancy seconded the motion, and the monthly expenditures were approved.

Gary motioned that information regarding a student trip to Europe be allowed to be posted but the school does not sponsor or endorse the trip and any meetings or recruitment be held away from the school. Allyson seconded the motion. Gary's motion was unanimously approved.

Gary moved for conditional approval for a trip to the Teton Science School in August of 2008 be granted dependant upon the insurance risk for taking students out of state. Gayle seconded the motion and Gary's motion was unanimously approved.

Gayle motioned that the Board move into executive session. Allyson seconded the motion. Gary voted yea, Debbie voted yea, Nancy voted yea, Jim voted yea, Gayle voted yea, and Allyson voted yea. The Board entered an executive session at 3:00 pm.

Gary motioned for the Board to move out of executive session. Allyson seconded the motion. Gary voted yea, Debbie voted yea, Nancy voted yea, Jim voted yea, Gayle voted yea, and Allyson voted yea. The Board exited an executive session at 3:30 pm.

Allyson motioned for the Board to adjourn. Gary seconded the motion, and the Board adjourned at 3:40 pm.