

ITINERIS
BOARD OF TRUSTEES MEETING MINUTES
January 25, 2010

Members Present

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

Members Excused

JoAnn Seghini, PhD, Midvale City Mayor
Richard Haskell, Parent

APPROVE MINUTES for November 23, 2009

- Mr. Jolley made an amendment to the November 23, 2009 Board Minutes. The second bullet under Financial Report, the first sentence should read as follows:
 - We received a check for \$20,000 from the Sutherland Corporation through Higher Ed that Mr. Jolley applied for.
- A motion was made by Roger Christensen to approve the amended minutes from the November 23, 2009 Board Meeting.
- Motion was seconded by Clifton Sanders. All approved.

FINANCIAL REPORT

- The monthly Itineris Budget Program Report in your packet shows that mid-year our expenditures are less than half spent because of paying teacher's salaries and benefits in July and August.
- We are running very conservatively in any expenses not relating to people. We did not run an ad in yesterday's paper with other charter schools because the cost was \$4,000, Newspaper ads don't seem to generate the results we expect.
- The Utah State Supported Minimum School Program, Charter School Summary, FY 2010 Mid-Year Updates show we will have a total of \$1,461,799 for our FY 2010 Funding.
- In your packet is a copy of an e-mail from Larry Shumway stating that the Public Education Appropriations Subcommittee adopted an additional 4 percent cut for the current fiscal year. If we are asked for another 4 percent cut this year we may have to use our rainy day fund.
- A motion was made by Roger Christensen to approve the Financial Report.
- Motion was seconded by Curtis Newman. All approved.

“RACE TO THE TOP” Application

- A copy of the Race To The Top Application and Memorandum of Understanding from Brenda Hales, Associate Superintendent, Student Achievement and School Success from the Utah State Office of Education is included in your packet.
- The minimum amount that our charter would receive is \$78,751 as stated at the end of the first paragraph. Mr. Jolley signed and sent a letter of support for this program by the appropriate date and time required.
- Further discussion of specific requirements will take place when the Department of Education awards individual state grants.

CTE Audit

- Mr. Jolley is delivering our CTE information to the state office today. He will share more information as it comes back to us.

GUIDANCE/Recruiting & UBSCCT Results

- RECRUITING – So far this year we’ve held eight Parent/Student Information Events. This past Saturday was very busy with prospective students. We have over 90 submitted applications so far and approximately six Parent/Student Information Events left. We are averaging about 15 applications per event. We anticipate 150 applications this year which means a lottery will need to take place in order to get down to the 130 students we can accommodate.
- UBSCCT Results – All Seniors have passed these competency tests so they are in the clear. For the Junior Class we have 1 Math, 2 Reading, and 2 Writing Tests that will be administered next week.

CALENDAR 2010-1011

- Included in your packet is a copy of the Traditional Certificated Contract Calendar for the 2010/2011 School Year.
- A motion was made by Curtis Newman to accept the 2010/2011 calendar.
- Motion was seconded by Clifton Sanders.
- All approved.

STUDENT ATTRITION INFORMATION

- Mr. Vargas reported that we started the 2009/10 school year with 130 Juniors. We lost one last October and ten at the beginning of this semester.
- At this point in the year we have 205 total enrollment.

STAFFING 2010-2011

- Mr. Jolley met with Dr. Booth and Mrs. Edwards on how we can keep more students involved with science. They discussed the possibility of adding a third science faculty member to give the students individual help using tutorial classes. To do this might require a possibly reducing Mrs. Laney's, Critical Writing class to half time in order to add a full time science person.
- Roger Christensen brought up the concern that typically writing is not a skill students do well and if we do decrease that staff position it could also decrease writing proficiency which is something that kids are going to be doing all their life. Mr. Jolley stated that he has not looked into it that carefully, but does understand his concern and committed to "doing no harm" whatever change is made. The school has also purchased an on-line writing program called My Access that hopefully will help students learn how to be better writers. Mrs. Lawrence has been to training for this and is excited about how it works and offers immediate feedback for both style and content of writing. Another positive aspect of this program is a portfolio of writing each student collects over the years.

OTHER BUSINESS

- In your packet is a copy of Utah's Early College High Schools progress for 2009/10.
- A couple of weeks ago Mr. Jolley did a presentation representing the six early college high schools to the Board of Regents.
- Roger Christensen brought up the fact that we have three parents who sit on our board with senior students graduating this year and asked what the process was for replacing them. In the past we have taken general interest of those in our community and invited parents to apply for a board position at our Parent/Student Information Night in May for new incoming students. If the board has other suggestions of getting parents to serve on the Itineris Board remembering the importance of the students we are trying to serve, please let us know.
- Curtis Newman suggested training new board members so that we don't lose the momentum. Mr. Jolley suggested we look at the By-Laws at our next meeting in February.

MEETING ADJOURNED AT 8:25 A.M.

NEXT MEETING: Monday, February 22, 2010 at 7:30 a.m.