



ITINERIS

EARLY COLLEGE HIGH SCHOOL
A Journey of a Lifetime

BOARD OF TRUSTEES MEETING MINUTES **October 24, 2011**

Members Present

Curtis Newman, University of Utah Health Care System
JoAnn Seghini, PhD. Midvale City Mayor
Clifton Sanders, Salt Lake Community College
Roger Christensen, Assistant to the Commissioner – Church Educational System
Richard Haskell
Jonathan Lawes, Math Teacher/Parent
Stephen Jolley, Principal, Itineris Early College High School
Matt Ekker, Itineris Counselor
Cindy Groesbeck, Secretary

Members Excused

Scott Olsen, CTE Director, Jordan School District

Non-members Present

Lincoln Fillmore, Charter Solutions
Tara Merryweather, Charter Solutions

WELCOME

- Mr. Jolley welcomed all in attendance.

APPROVE MINUTES for September 26, 2011

- A motion was made by JoAnn Seghini to approve minutes from the September 26, 2011 Board Meeting.
- Motion was seconded by Richard Haskell. All approved.

FINANCIAL REPORT

- Lincoln Fillmore and Tara Merryweather from Charter Solutions presented the Balance Sheet and Income Statement for September 2011.
- A copy of the Monthly Allotment Memo for September is in your packet.
- A motion was made by Roger Christensen to approve the Financial Reports.
- Motion was seconded by Curtis Newman. All approved.

ANNUAL PROGRAM REPORT FY11

ANNUAL FINANCIAL REPORT FY11

ITINERIS CLOSE OUT FROM JSD FY11

- A copy of the Annual Program Report that was submitted to the Utah State Office of Education for FY11 is in your packet.
- A copy of the Annual Financial Report submitted to the State Office of Education shows a fund balance of \$437,337 as of July 2011. The district used some of that fund balance to pay for expenditures incurred through July and August of this year.
- In your packet is a copy of a memo from John Larsen stating that Jordan School District will be sending us a check for \$145,848.37 from our carry forward monies.

OCTOBER 1st Counts

- Squires visited the school for our October 1st student count. The Clearinghouse Report – School Summary for school year ending June 2012 is included.
 - 133 – Juniors
 - 120 – Seniors
- Mr. Jolley is going to leave our projected enrollment for FY13 at 255.

CONTRACT SERVICES/PURCHASED GOODS

- In your packet is a copy of the Compensation Contract for Amy Trombetti, our Special Education Consultant.
- A motion was made by Richard Haskell to accept this contract for special education services.
- Motion was seconded by Curtis Newman. All in favor.
- A copy of a follow-up e-mail from Cassandra Caputo at Google is in your packet. If we purchase Chromebooks, Google will support hardware and software for 3 years at which time we own them. We would like to have a cart of 30 of them to start with and possibly replace outdated computers in labs and classrooms in the future. We need to find out if they will support computer based testing before we can replace all our computers.
- A motion was made by Clifton Sanders to purchase 30 Chromebooks.
- Motion was seconded by Richard Haskell. All in favor.

GUIDANCE

- Recruiting – Mr. Ekker presented Itineris to Brighton and Alta High Schools last week as part of our recruiting efforts. He got contact information and gave out copies of Information Event dates. He thought he got very positive feedback from the students.
- Guidance Newsletter – A copy of the November 2011 Newsletter is in your packet.
- Fall Parent/Teacher Conference Participation – The Juniors average was 98.17% and the Seniors average was 93.57% for a total of 95.87% for the school.
- Pathways – Mr. Ekker, Laura Ning, and Holly Perry from SLCC have added more academic pathways that students can take. Students need to know that even if they only get 30 college credits and not obtain their Associates Degree or the New Century Scholarship, they are still accomplishing a lot.

RECRUITING

- Richard Haskell asked Clifton Sanders if the college had names and addresses of all students in Utah. Could we obtain those from the valley to send mailers to? The letter they received in the mail is what introduced his daughter to Itineris. Clifton is going to check into it for us.
- We put a full-page ad in Value Pages Magazine that will be mailed to 186,000 households in the sound end of the valley.
- Watch for the ads in the Valley Journals in November, December & January.
- Lincoln Fillmore brought up social networking – Facebook to get our name out there.
- Curtis Newman spoke to his son with a degree in Social Networking who thought Facebook, Twitter, and possibly a blog would be a good idea, but that we need someone here who would keep those programs up-to-date. Mr. Jolley is going to look into that.

SLCC CABINET MEETING REPORT

- Mr. Jolley and Curtis Newman attended a SLCC Cabinet Meeting on October 4th.
- Clifton Sanders, who sits on that cabinet, expressed that it was a very, very favorable meeting. He thought Mr. Jolley was very prepared and brought the cabinet up to date on Itineris, our standing with Jordan School District, and what our future needs are.
- There was discussion with their Business Manager regarding a revenue bond and what actions that would take. He stated that it only requires the Board of Trustees approval to get the process moving ahead. This process needs to begin now.
- A motion was made by Richard Haskell to have Mr. Jolley further explore the revenue bond and what steps are needed.
- Motion was seconded by Matt Ekker. All in favor.

SCHOOL COMMUNITY COUNCIL

- If we don't get our elections for School Community Council in the next couple of weeks we could lose \$8,000 from Trustlands money. Mr. Jolley will try and get that council together soon.

“INDEPENDENT PUBLIC CHARTER” PROGRESS

- Utah Retirement Systems – Retirement money is still in the bank. Mr. Jolley had to send several documents to them before we can start contributing.
- Health Insurance – Employees are satisfied with new health benefits.
- 2nd Payroll – Looked good except that 401k & retirement premiums still didn't show.
- Policy Development & Adoption Plan – We need to set aside a time other than this monthly meeting to start drafting our school policies. The consensus of the board was an early morning meeting was better than a late afternoon one.
- DUN's Number Re-registering – working on this.

OTHER BUSINESS

- Mr. Jolley and Curtis Newman will be attending Risk Management Training this Friday, October 28th at the State Office Building.

MEETING ADJOURNED AT 9:06 A.M.

NEXT MEETING – Monday, November 21, 2011 @ 7:30 A.M.