

ECHS Board of Governors

Meeting Minutes

July 13, 2006

Present: Gary Carlston, Gayle Bowen, Allyson Saunders, Jim Barta, Nancy Kennedy, Frank Stewart, Steve Zsiray, Megan Izatt

Next meeting: August 21, 2006, 8:00 a.m., Zanavoo

I. Announcements

The Back-to-School Camp will be August 1-3.

II. Summary

Approval of Minutes – Minutes for the last meeting were passed.

Camp and Lunch program presentation – JaDean Frehner came and briefed the Board on the camp and gave a brief presentation on lunch at the school.

Board Bylaws – Section six was discussed, changes were made and section six was approved by the Board.

Monthly Budget Review – The Board looked over the budget from June. All budgets have been transferred from Cache County School District to our bookkeeper.

'06-'07 Budget Review – The '06-'07 Budget was approved by the Board.

Audit – Steve had three bids come in for Auditing, Wiggins & Co., PC from Brigham City came in at the lowest price. They will begin next week.

School Fees – The Board approved the schedule for school fees.

Student Policies – The Board briefly discussed staff policies and tabled them until the next meeting.

Multiple Registrations – The Board briefly discussed staff policies and tabled them until next meeting.

Parent Meeting – The parent meeting went well.

Retirement – The State Retirement System needs a letter of approval from the Board, it was approved and sent.

Board Retreat – We will have a Retreat for the Board and Staff on August 21st.

III. Discussion

The minutes from June's meeting were reviewed and discussed. Allyson motioned for the minutes' approval, Gayle seconded the motion and the minutes were unanimously passed.

JaDean Frehner, a Vista Volunteer, came and briefed the Board on the Back-to-School Camp. The students will be staying in the dorms on Campus during the camp with chaperones. Many parents have volunteered to help out and we also have more Vista Volunteers from The Center for Schools of the Future who will be assisting. Also, many Secondary Education majors will be chaperones as well. Everyone is invited to attend the Guest Speaker Luncheon in the Ballroom on August 2nd. Please let Megan know as soon as possible if you will be attending.

The Board discussed section six of the Board of Governors Bylaws. Gary motioned that section six be passed with the following changes to 6.1: "The Board shall determine the qualifications, select, and appoint a Principal/Chief Executive Officer ..." Changes to 6.2 were made as well. The heading of 6.2 shall be called Employees instead of Professional Staff and shall read as follows: "The Principal/Chief Executive Officer shall submit for approval all employees of the school to serve at the pleasure of the Board at such capacities as the Board may determine and direct." With the changes, Jim seconded Gary's motion, and section six of the Board Bylaws were approved.

JaDean also gave a brief presentation on how lunch preparations for the school are coming. Right now Gondolfo's Delicatessen is the lowest bid. However, the Board suggest that the bid go to USU food services due to their variety and dependability. However, they are the most expensive and the Free and Reduced Lunch program will not cover the full cost of the meal per student. Free and Reduced Lunch will cover up to \$3.00 per student and USU food Services' price is \$3.15 per student. The Board discussed raising the cost of lunch to \$3.30 to cover what Free and Reduced Lunch will not cover.

The Monthly budget from June was briefly reviewed and discussed. All the budgets have been moved from the Cache County School District to the school bookkeeper, Ashlee Godfrey.

The '06-'07 school year budget projection was discussed. The Board reviewed the budget and Gary motioned for the Budget to be approved. Frank seconded the motion and the '06-'07 budget was unanimously approved.

An auditor has been chosen, Steve received three bids and the lowest bid was Wiggins and Co., P.C. from Brigham City; they came in at \$4,200. Peterson, Allred, Jackson also put in a bid for \$6,000, as well as Cook, Martin, & Poulson who were also around \$6,000.

A schedule for school fees was handed out. There will be a \$100 activity fee that has been broken down into different line items. The \$100 activity fee will cover the writing lab, technology lab, lockers, postage, student planner, supplies for Friday Mentors, busing fees for Friday field trips, and a textbook rental fee. There are also optional fees that will cover clubs and after school

classes. Gary motioned for the fee schedule to be approved, Allyson seconded the motion, and the fee schedule was passed unanimously.

The staff policies were also discussed. Before staff policies can be approved the budget needs to be gone through and staff benefits need to be discussed more in depth. The staff policies were tabled until the next meeting.

We have students who would like to participate in extracurricular activities at their home school. In order to do this we need an understanding between InTech and the Box Elder County, Cache County, and Logan School Districts. However, before we make any agreement, the Board decided to look or write a policy regarding multiply registrations. Steve will work on a policy and present it at the next meeting.

The June 28th parent meeting went very well. Parents and students attended and many questions were answered.

The State Retirement System needs a letter of request for InTech to join the state retirement system. Gary and Debbie both signed the letter and it will be sent to the Board of State Retirement System.

We will have a retreat on August 21st. The retreat will be held at Zanavoo Lodge from 8:00 a.m. until 1:30 p.m.; both breakfast and lunch will be provided.