

# **InTech Collegiate High School Board of Governors**

## Meeting Minutes

**Nov. 9, 2006**

*Present:* Gary Carlston, Debbie Hobbs, Gayle Bowen, Allyson Saunders, Frank Stewart, Jim Barta, Ashlee Godfrey, Steve Zsiray, Megan Izatt, Jim Peterson, Melissa Seidle

*Excused:* Nancy Kennedy

*Next meeting:* Dec. 6, 2006 at 8:00 a.m., InTech Board Room

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### **I. Announcements**

Next Board Meeting: December 6, 2006  
Section Six of the Board Bylaws was amended.

### **II. Summary**

Review & Approval of Minutes – The minutes from the last meeting were discussed and unanimously passed.  
Executive Session – The Board voted to enter and executive session for personnel issues.  
Auditor's October Enrollment Report – The Auditor's presented their audit and made a few small suggestions on how things are done, with their suggestions the report was unanimously approved.  
Budget and Enrollments Planning – Gary made two motions that were passed by the Board.  
Expenditures – The Board passed the expenditures unanimously.  
Employee Policies – Tabled until the next meeting  
Consolidated Plan – Tabled until the next meeting  
Emergency Plan – Tabled until the next meeting  
Amend Bylaws – Grants responsibilities was added to section six of the Board of Governors Bylaws.  
Six period Days – Melissa Seidle, the school counselor, presented moving to a six period day for the next semester.

### **III. Discussion**

The minutes from October's Board meeting were discussed. Changes were needed in regards to the recording of October's executive session. Also, it was noted that motions needed to be moved to their own paragraph.

With these changes Debbie motioned for the minutes to be passed. Jim seconded the motion. The Board unanimously approved the minutes from October's meeting.

Debbie motioned for the Board to enter an executive session for personnel issues. Gayle voted yea, Allyson voted yea, Jim voted yea, Frank voted yea, Debbie voted

yea, and Gary voted yea. With all members in agreement, the Board entered an executive session.

Allyson motioned that the Board exit the executive session. All members unanimously agreed to return to the regular Board meeting.

Gayle motioned that the Board adopt the suggestions made by Carol Lear and that a letter be sent to evaluator of the Teaching American History (TAH) grant.

The suggestions made by Carol Lear were that the U.S. Department of Education be notified of the discrepancies in the grant application, and the current evaluator of the TAH grant be replaced. Garry suggested that a letter be sent out to invite services to state their qualifications and to compete for the evaluator's position. Steve disagreed that the evaluator needed to be replaced. Gary suggested that Steve, Debbie and himself contact Carol Lear to arrange a conference call and discuss the topic.

Jim seconded Gayle's motion. Gayle's motion was unanimously passed by the Board.

Allyson moved that the expenditures be approved. Jim seconded the motion and the Board unanimously passed the expenditures.

Debbie motioned that grant responsibilities be added to section six of the Board Bylaws.

The section added would read as follows: "6.3 **Grants** - All grants more than \$10,000 will be submitted to the Board for perusal and support, four days prior to submittal to the granting agency. A list of grants under \$10,000 will be given out at Board meetings."

Allyson seconded Debbie's motion and the Board unanimously approved the amendment of the Bylaws.

Melissa Seidle, the school counselor, presented a plan to move the school to a six period day schedule. School would start five minutes earlier than we do now. Also, fifteen minutes would be added to first period for Channel 1. Advisory would no longer be in the schedule. Classes would be cut from 55 minutes to 52 minutes. We would also change lunch from 30 minutes to 20 minutes. School would end 2 minutes later than it current does with this schedule.

Debbie motioned to adjourn the meeting. Allyson seconded the motion and the Board adjourned until Dec. 7, 2006 @ 8:00 a.m.