

CRA Board Meeting Minutes September 14, 2006

In attendance, Erik Olson, Dave Garrett, Irene Rytting, Dave Havell, Shana Heyn, Cheri Jackson. Brandon Clarke was excused.

1. Committee assignments and to-do items

- **Building and Property:** This committee will work on obtaining a lease, oversee grounds maintenance and improvement, capitol improvements and other building and property related issues. Dave Garrett and Cheri Jackson will work on this committee.
- **Enrollment:** The entire board will oversee this committee. Dave Havell is researching the details of how to conduct an enrollment and will report to the board at our next meeting.
- **Marketing:** The entire board will oversee this committee. The board will decide how best to market our enrollment.
- **Financial/Fund Raising:** This committee will work on grant applications, setting and monitoring the budget, all investments and issues pertaining to the finances of CRA. Oversee fundraising efforts. Erik Olson will oversee this committee along with Dave Havell.
- **Curriculum:** This committee will organize the curriculum and oversee the purchase of all curriculum materials. The Principal will be heavily involved with this committee. Irene Rytting and Shana Heyn will oversee this committee. We plan to ask Allison Peterson and Marianne Griffiths to assist.
- **Procurement:** Responsible for working with Granite to purchase desks, chairs and other school items, inventory contents of building for purchase. Purchase library materials, computers etc. Make list of items needed. Irene Rytting and Cheri Jackson will work on this committee.
- **Employment:** First priority will be to hire a principal and then work on hiring other personnel. Brandon Clarke, Dave Garrett, and Dave Havell will spearhead this committee.
- **Technology:** We didn't discuss much about technology. Dave Havell expressed interest in working on this. We discussed having Rex Griffiths on the committee.

2. Academica West

- **Dave Havell:** Dave has spoken with Academica West. They are flexible and willing to work out an arrangement with us given our situation and that we are less in need of all of their services. For us they would be willing to make a 2-year agreement (as opposed to the usual 5 year agreement with their other schools). Dave

suggested that we visit a couple of their schools. Dave will set up the visits. North Star Academy—Dave Garrett’s cousin’s school—is an AW school. Dave G. agreed to arrange a field trip there. Erik agreed to arrange a visit to Navigator Point to see a non AW school.

3. Items donated to CRA
 - Irene Rytting: Irene has a contact with some furniture surplus from some banks. She will be following up on this to see what can be donated to CRA.
4. Communications: Erik admonished the board to be careful in our communications with the community and public. We want to make sure that all information that is given is accurate.
5. Board Member Back Ground Checks
 - Irene Rytting: Irene will send out the necessary information to the board through e-mail. Each board member will be responsible for following through and getting their background check. Receipts should be submitted to Shana for reimbursement.
6. Board Meetings
 - Schedule: For now we will meet every Thursday at 9:00 p.m.
 - Agendas: Cheri will set the agendas with input from the board.
7. Board Member Binders: Cheri will assemble binders for each board member with a copy of the application, bylaws, articles of incorporation, Utah State Charter statute, roster of board members, committees and volunteers, and agendas and meeting minutes. Erik will get Cheri the current copy of the Application for inclusion. Dave H. agreed to e-mail Cheri the Charter Statute.
8. Other Matters:
 - Sign
 - Lunch Program
 - Uniforms