

Minutes

December 11, 2008

Attendance: Erik Olson, Shana Heyn, Dave Havell, Cheri Jackson, Irene Rytting, David Garrett Merry and Brandon excused

Auditors: Ken Jeppesen, Sr Audit Mgr, Joel Gaerte who did field work presented there findings.

net assets increased year to year, revolving loan \$293k, AW traditionally does a lot of work just prior to audit, however the cleanup work was not done when transitioned to CRA; the 254 K difference was revenue from beginning less whatever we have expended; retained earnings (not always cash – includes depreciation) ; net cash position 310k plus what is owed on the note 293k – 17k as of June 30, 08 is the net cash flow. + 93 k in account receivable from state = 110k; must determine best strategy as to how much cash we want to carry; bottom line is fairly consistent and in line with other schools; spent \$278k on equipment including 125 K of textbooks, 60K in computers, 40K – furniture. Some are stockpiling cash, Schools 3-5 years old can stockpile for specific reasons, many operate at break even, ideas included building a reserve of ½ year of expenses , can view other schools on state auditors website. Ken indicated 3 kinds of findings: 1). material weakness – distorted financials or changed perception of company – CRA had None. 2) significant deficiency – results in adjustment, cultural problems with controls, - CRA had one 3) control deficiencies – did not result in adjustment. Management response – canned, don't have to be elaborate. Recommend asset software – helps to track, (asset keeper) recommend to set up approved vendor list and add business manager to approved hiring, The Board formally approved audit and asked the auditor to include management's response.

Action Item: Board Vote on the approval of December Meeting minutes – unanimous.

Core Knowledge Nov.'09 Report: The teachers and administration expressed appreciation for the opportunity to attend the conference. Teachers compiled a detailed report on their impressions, strengths and weaknesses of the conference, teachers will provide additional information through the weekly newsletter; IR – wants to know how teachers are implementing ideas in the classroom.

Mentoring program: USOE requires mentoring to new teachers; 16 level one teachers are at CRA, level two teachers will provide leadership and will be compensated \$250 for each mentoree. Six formal meetings will occur with payout made at the end of the school year.

Band/Orchestra – update; summary page of attendance rolls, better attendance than what was originally expected;

School sponsored after school program – K Augustus, C. Dew

Rob wants to have 6th grade students tutor math, reading programs, variety of programs, use trust lands money to offset, CJ doesn't want parents to pay for math tutoring, identify weaknesses in educational plan, math & reading, see what we can offer, assess from parents what is viable and useful, pilot for 30 days, then tweak it, find kids that need a little help,

Open House – date Jan 12th 4-7 p.m. **CHANGED to Jan 20**

Need to prepare informational sheets on core knowledge, uniform policy, advertising, website page, millcreek journal, copy of lunch menus

Distribute Christmas bonus: nervous about legislative actions, Could impact the school, Legislature is dumping the bonus, \$1000 eliminated, temper expectations.

Open public meeting act: e-mail copies, review every year, purpose of act is to aid in the conduct of people's business and make sure public is aware of them. Closed meetings – limited, performance issues, real estate negotiation of lease

Portable classroom: Action: IR will talk to B McDonough regarding availability of portable classroom.

Lice policy: an incident of lice at school was discovered contained to one family, nit free policy is what is recommended. Action: IR – check with state and see if there is something we need to abide by

Lunch program – Reflects labor charges from mid-Oct thru Dec 5th keep freebie lunch at status quo, change to \$2 for faculty, Regarding free lunch - not that big of a deal, about \$2000/yr – questioned by some; make clear; where does extra food go; possible to nix activity at year's end. EO – Ben Hur -- “row and live”

IR=Irene Rytting

EO-Erik Olson