# Form - Application/Cover Sheet

# **UTAH STATE BOARD OF EDUCATION**

# Waiver of Administrative Rule

UAC R277-121 allows an LEA to request a waiver from a Board rule. This cover sheet should be used as a checklist in preparation of necessary materials and supporting documents.

LEA: ITINERIS EARLY COLLEGE HIGH SCHOOL

SCHOOL(S): ITINERIS EARLY COLLEGE HIGH SCHOOL

RULE REQUESTING TO BE WAIVED: R277-419-4(1)(a) and R277-700-6(13) & (15)

REASONING/JUSTIFICATION FOR REQUESTED WAIVER:

The mission of Itineris Early College High School (Itineris) is to create a learning community that inspires high expectations, supports cognitive challenges, encourages self-discovery, and civic responsibility to maximize individual potential. Itineris is an institution that blends high school and college into a coherent educational program. It is designed so all students can achieve up to two years of college credit at the same time they are earning a high school diploma.

The waiver of R277-419-4(1)(a) is necessary to meet the mission and purpose of Itineris by allowing us to better align our schedule to Salt Lake Community College (SLCC). Itineris requests that the USBE continue to allow our school a waiver of the 180-day rule. Itineris meets equal to or greater than the number of instructional and test days at SLCC for fall and spring semesters. Instructional hours exceed 1092 per year.

Itineris uses non-teaching days for professional development and teacher workdays. Itineris continues to meet the academic expectations of its authorizer and meet the terms and conditions of its contractual agreement.

Since our initial waiver, we have aligned semester start and end dates, holidays, and breaks with SLCC, providing for a seamless calendar and partnership for on -campus classes. The reduction in days allowed us to end term 4 high school classes before summer college classes begin. This allowed students to take summer school from Itineris or SLCC, in accordance with their PCCR plan. Approximately two-thirds of our sophomore and junior students participate in college summer classes at our school and/or on the college campuses throughout the valley.

Additionally, we have aligned our high school schedule to allow for students to take courses on our campus or SLCC's campus providing an increase choice for the student's pathway.

The waiver of R277-700-6(13) & (15) is necessary to meet the mission and purpose of Itineris by allowing Itineris to better align its curriculum with its STEM and early college focused mission. Itineris requests USBE continue to allow Itineris to align its graduation requirements of Art and Physical Education requirement provided to that of its partnering University (SLCC). Specifically Itineris requests that

element (13) The Arts continue to be reduced to 1.0 units of credit from any of the following performance areas:  (a) Visual Arts;  (b) Music;  (c) Dance; or  (d) Theatre"
and for element (15)(a) Physical Education be reduced to 1.0 units of credit from any of the following: (a) Participation Skills (0.5 units of credit); (b) Fitness for Life (0.5 units of credit); (c) Individualized Lifetime Activities (0.5 units of credit); or (d) team sport/athletic participation (maximum of 0.5 units of credit with school approval).
Itineris has always required 0.5 HS graduation credits of Health Education. Itineris and SLCC require 1.0 HS graduation credits of PE (waiver of .5 credit). Itineris and SLCC require 1.0 HS graduation credits of Arts (waiver of .5 credit).
With the waiver, Itineris requires students to complete an additional 1.0 HS graduation credits from a combination of any of the following above and beyond the regular state requirement:  STEM/Early College High School option through Itineris or SLCC program:  Science  Technology  Engineering  Mathematics
THIS IS A REQUEST TO RENEW AN EXISTING WAIVER
DATE WAIVER WAS FIRST GRANTED
ATTACH DATA TO SUPPORT THE REQUEST WHICH MAY INCLUDE:  STUDENT ACHIEVEMENT DATA
COMMUNITY, STAFF, OR STUDENT SURVEY DATA
STUDENT ENROLLMENT DATA
FOR RENEWALS: DOCUMENTATION THAT OUTLINES HOW THE WAIVER WAS UTILIZED
ATTACH VERIFICATION OF THE FOLLOWING (AS APPLICABLE TO THE TYPE OF LEA)
□ LEA GOVERNING BOARD VOTE APPROVING REQUEST FOR WAIVER IN OPEN MEETING
RECOMMENDATION FROM THE BOARD OF THE SCHOOL'S AUTHORIZER (IF APPLICABLE)
ATTACH THE FOLLOWING

# WRITTEN AGREEMENT TO BE PROPOSED TO THE BOARD INCLUDING:

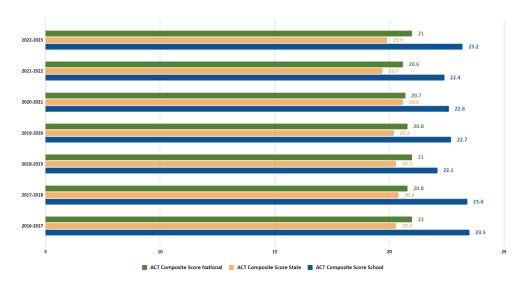
- ✓ EFFECTIVE DATE OF WAIVER (or of the renewal)
- ✓ HOW LEA OR SCHOOL WILL PROVIDE FOR PUBLIC REVIEW AND ACCOUNTABILITY (such as parent/student/staff survey)
- ✓ ACKNOWLEDGEMENT OF THE BOARD'S ABILITY TO REQUIRE ANNUAL UPDATES
- ✓ A SUNSET DATE FOR THE WAIVER (three years or less)

# IECHS STUDENT ACHIEVEMENT DATA

As the table demonstrates, with the waiver in place Itineris has maintained an average ACT composite score of 22.7. This is ~2.0 points higher than the national and state averages and in line with prior year's scores.

<b>ACT Composite Score</b>				
	National	State	School	
2022-2023	21.0	19.9	23.2	
2021-2022	20.6	19.7	22.4	
2020-2021	20.7	20.6	22.6	
2019-2020	20.8	20.2	22.7	
2018-2019	21.0	20.3	22.1	
2017-2018	20.8	20.4	23.4	
2016-2017	21.0	20.3	23.5	
2015-2016	20.8	20.2	23.3	
2014-2015	21.0	20.2	23.6	
2013-2014	20.9	20.8	23.3	
2012-2013	21.1	20.7	23.4	
2011-2012	21.1	20.7	23.3	
2010-2011	21.0	21.8	24.3	
2009-2010	21.3	21.8	23.6	
2008-2009	21.2	21.8	23.2	
2007-2008	21.1	21.8	22.8	
2006-2007	21.2	21.7	22.1	
2005-2006	20.9	21.7	23.8	

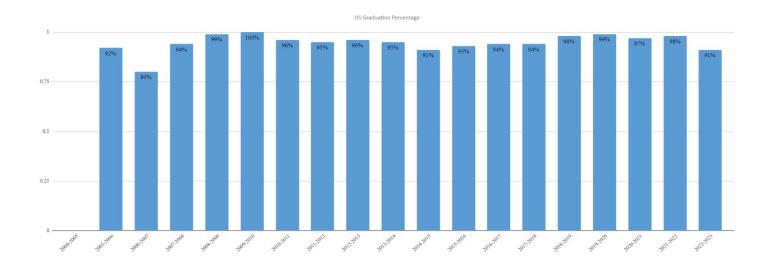
#### ACT Composite Scores 2017-2023



### **IECHS STUDENT ACHIEVEMENT DATA**

As the table demonstrates, with the waiver in place, Itineris' graduation rate increased 2% to 96%. This is ~8% higher than the national and state averages. Although our graduation rate declined in 2023, our data analysis revealed that this is directly correlated with students starting during the Covid pandemic. Students who stayed with us had 100% graduation.

<b>Graduation Percentage</b>				
<b>School Year</b>	Percentage	Seniors	Graduates	
2004-2005				
2005-2006	92%	59	54	
2006-2007	80%	55	44	
2007-2008	94%	79	74	
2008-2009	99%	110	108	
2009-2010	100%	87	87	
2010-2011	96%	108	106	
2011-2012	95%	120	119	
2012-2013	96%	120	117	
2013-2014	95%	113	112	
2014-2015	91%	104	96	
2015-2016	93%	112	104	
2016-2017	94%	122	115	
2017-2018	94%	116	109	
2018-2019	98%	114	112	
2019-2020	99%	111	110	
2020-2021	97%	117	114	
2021-2022	98%	126	123	
2022-2023	91%	98	89	

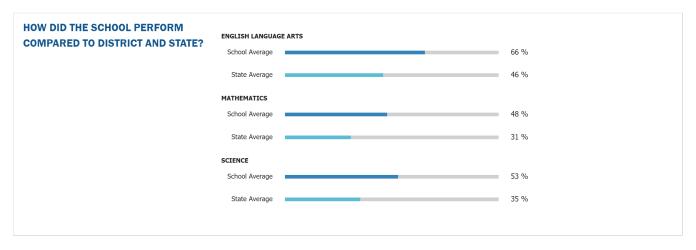


#### **IECHS STUDENT ACHIEVEMENT DATA**

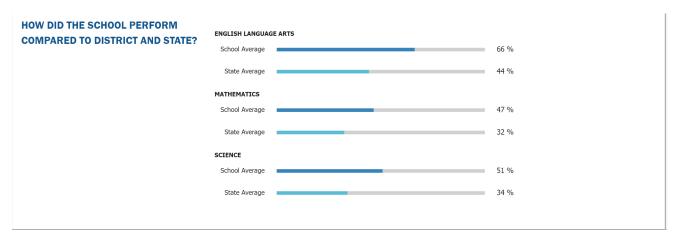
As indicated by the data, students are still performing above average, with **Exemplary** Growth and **Exemplary** Post Secondary Readiness. This data reveals two important indicators: 1) students of all levels and abilities are making a year's worth of academic growth at Itineris, even with the waivers in place and 2) Itineris is fulfilling its mission.

#### **Report Card**

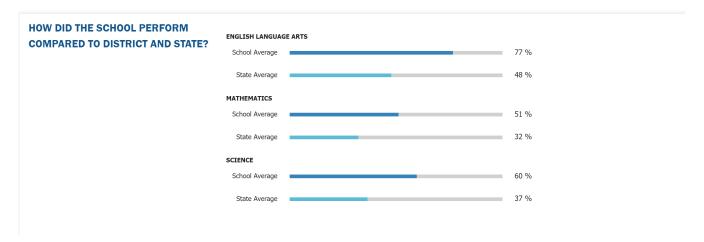
#### 2022-23



#### 2021-2022

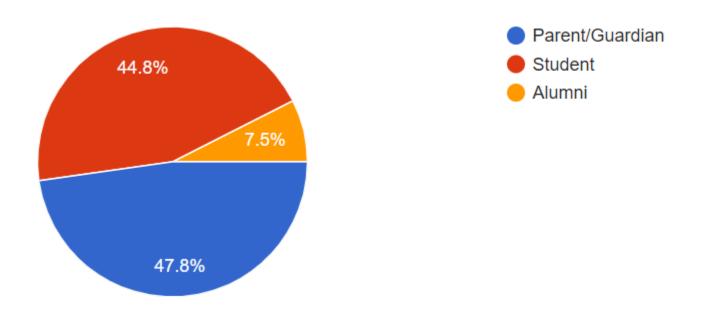


#### 2020-2021



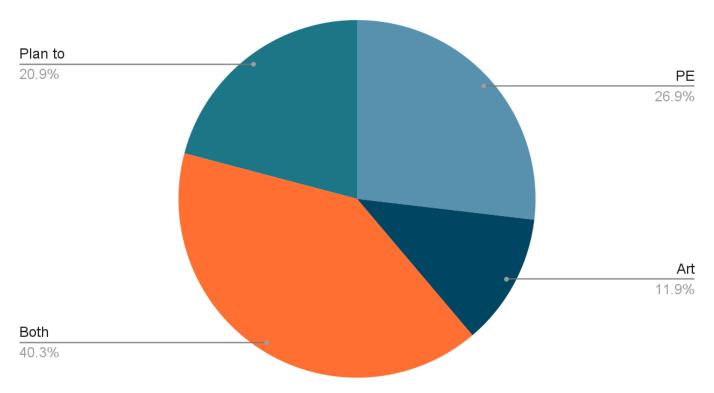
# SURVEY RESPONSE DATA

Surveys were sent to current 11th and 12th grade students, along with the prior two graduating classes. Current 9th and 10th graders do not yet have context for the waiver.



Of those who used the waiver, the majority used it for both Fine Arts and PE, as both are required for the Certificate of Completion.

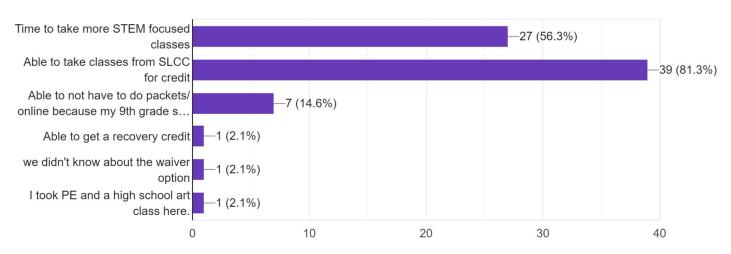
# Use of Waiver



#### SURVEY RESPONSE DATA

Of those who used the waiver, the vast majority (81%) reported the waiver allowed them to take classes from SLCC and the time to take more STEM classes (56%).

If yes, how did the waiver benefit you/your student?
48 responses



Over 80% of those surveys believe having Itineris and SLCC's calendars aligned (168 day school year) helped them or their students access CE and SLCC more effectively. Here are just some of the reasons cited (45 responses, all in favor, were provided by respondents):

"It made it so that CE class breaks and Itineris class breaks aligned, even when taking CE on the SLCC campus. If this weren't the case, portions of the breaks I had wouldn't really have been breaks because either CE or highschool-level courses would still have been running. This reduced my level of stress taking CE courses and helped ease the transition to college-level courses."

"It just makes sense to align the calendars for the continuity of classes and it benefits students & staff to be on one schedule."

"If there were two conflicting schedules then it would have made my time here at Itineris much harder."

"Yes, because I am able to take summer classes to get my associates degree and I am able to schedule accordingly."

"Because it matched the same schedule as SLCC which helped it feel more like a real college experience."

"We really appreciate having the calendar match with Salt Lake Community College. My daughter takes a number of concurrent enrollment courses and there is already a considerable amount to keep

#### SURVEY RESPONSE DATA

track of with her workload. Trying to manage separate college and high school calendars would be very difficult and make it much harder to accomplish the amount she is currently undertaking. She misses far less school than she would at a traditional school as the impact of missing a day with her current schedule would be more severe. We are conscious of that and make sure she is present in the classroom."

"It is simply easier to arrange schedules around a symbiotic calendar system over one that is not connected."

"It allowed me to keep a good schedule and not stress too badly over HS vs College classes. It helped me stay on track with both my HS and SLCC schedules more easily"

"It's obvious - they work hand in hand and when they don't align, the kids are at a disadvantage."

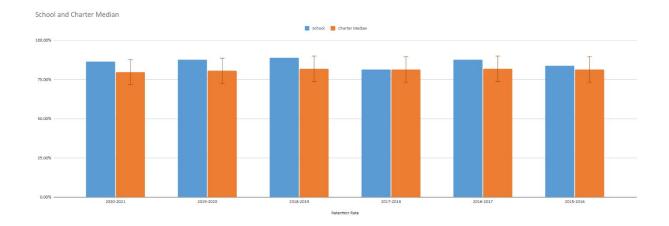
"It helped create consistency."

"Having Itineris and SLCC's calendars aligned made all the difference in enabling my son to fit CE classes into his schedule along with the Itineris high school level classes he needed for graduation.

"Itineris has clear goals that align well with my child. They treated him with respect and expected him to be accountable to his schedule and performance. In my opinion he has thrived with this type of responsibility. Aligning more with the SLCC schedule can further enable Itineris to empower students and prepare them for their future."

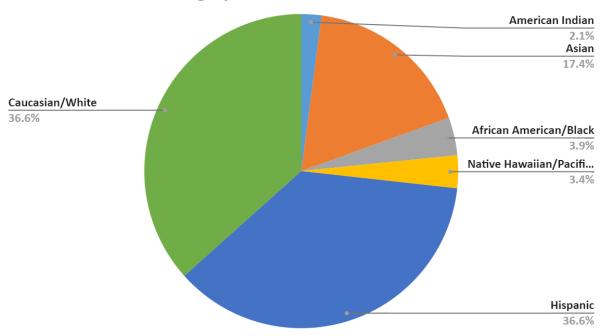
# STUDENT ENROLLMENT DATA

Enrollment History By Grade for October 1 Count					
School Year	9th	10th	11th	12th	Total Enrollment
2004-2005			80		80
2005-2006			65	59	124
2006-2007			86	55	141
2007-2008			124	79	203
2008-2009			105	110	215
2009-2010			128	87	215
2010-2011			133	112	245
2011-2012			133	121	254
2012-2013			118	117	235
2013-2014		65	122	114	301
2014-2015		142	118	104	364
2015-2016		143	148	116	407
2016-2017		137	130	119	386
2017-2018		147	143	114	404
2018-2019		133	124	115	372
2019-2020		168	135	110	413
2020-2021		122	154	119	395
2021-2022		129	111	125	365
2022-2023		111	124	94	329
2023-2024	90	87	101	108	386



# STUDENT ENROLLMENT DATA

2023-24 School Demographics



# **Students Identified in Special Populations**

	2023-24	2022-23	2021-22
Students Learning English	19%	9%	2%
Students with a 504	6%	4%	2.3%
Students with an IEP	2%	1%	.3%
Students with Free/Red Lunch	56%	34%	9%*
Students with Refugee Status		.3%	

<sup>\*</sup>Lunch was free to all students, making applications difficult to collect.

# HOW WAIVER WAS USED

Table 1

	Total	PE	Art	Both	%
2023-24	108	27	4	2	30.5%
2022-23	93				
2021-22	119	47	2	0	41.1%
2020-21	115				

Table 1: Student usage distribution by year and type since prior renewal.

Table 2

General	General Education Requirements for SLCC				
Composition (EN)	6 credits	ENGL 1010 and ENGL 2010 or ENGL 2100			
Quantitative Literacy (QL)	3 credits	MATH 1030, 1040, 1050, 1060, or 1210			
American Institutions (AI)	3 credits	ECON 1740 or HIST 1700 or POLS 1100			
Lifelong Wellness (LW)	1 credit	HLAC, DANCE, OR HLTH - no CE option			
Communication (CM)	3 credits	BUS 2200, COMM 1010, COMM 1020, COMM 1270, PHIL 1250, TECH 1030			
International & Global (IG)	3 credits	BTEC 1000, ANTH 1010, GEOG 1300			
Fine Arts (FA) Humanities (HU) Diversity Course (DV) Life Science (LS) Physical Science (PS) Social Science (SS)	Choose one or two courses (3-6 credits) from each distribution area				

Table 2: SLCC requires 1.0 college credit (0.5 high school credit) of PE and 3.0 college credits of Art (1.0 high school credit). The USBE State requirements are 1.5 high school credits of PE and Art. Itineris now offers grades 9-12<sup>th</sup>. Some students enter Itineris deficient in PE and/or Art due to their course offerings/selection in 9<sup>th</sup> grade. When they enter our early college program without the waiver, they must complete these requirements while simultaneously meeting the early college requirements. The waiver allows students to apply STEM courses they are taking as part of their early college program beyond the graduation requirements in lieu of their remaining ½ credit PE and/or Art required courses. Students that attend Itineris for 9th and 10th grade take PE at Itineris. The waiver is utilized for students entering Itineris after 9th or 10th grade or upperclassmen.

# HOW WAIVER WAS USED

# Table 3

Ea	rly College Coເ	ırses Offered at	Itineris
EN	Engl 1010/2010		
QL	Math 1030/1040	Math 1050/1060	
СМ	Comm 1020		
DV	Eths 2400		
FA	Art 1020	Art 1080	
HU	Huma 1100		
IG	AP Hum Geo/ AP W Civ	BTEC 1000	GEO 1300
SS	Psy 1010	AP US Hist	
PS	Chem 1010	Chem 1210	AP Physics
BS	Bio 1400/1405	Bio 1010/1015	Bio 1090
Electiv es	Fin 1050	Bus 1010	CSIS 1030
	SLSS 1020	AP Comp Sci	CSIS 1400
	ESL 1020	CTEL 1010	HS 1100
	SPAN 1010/1020	orio with over 20	

Table 3: Early College Course/AP Offerings at Itineris, with over 30 classes fulfilling the STEM focus of our mission. This course offering allows students to tailor their PCCR to match their pathways while not sacrificing a well-rounded, and diverse high school experience.

Table 4: Calendar Comparison

Event	Itineris	SLCC
Faculty Return for Professional development/ Workdays	Aug 10-18	
Academic Classes Begin	August 21	August 22
Labor Day Holiday	Sept 3	Sept 3
Fall Break	Oct 19-20	Oct 19-20
Thanksgiving Break	Nov 22-24	Nov 22-24
Winter Break	Dec 18-Jan 1	Dec 18-Jan 1
Martin Luther King Holiday	Jan 15	Jan 15
President's Holiday	Feb 16 - 19	Feb 19

# HOW WAIVER WAS USED

Spring Break	Mar 4-8	Mar 4-8
Graduation	May 15	May 3
Summer Courses	May 20	May 13

Table 4: 2023-24 Calendar for Itineris and SLCC. Itineris dates match with SLCC so students taking college courses are not impacted by high school closures. Itineris summer school begins one week after SLCC due to AP testing and graduation with the current waiver. Without the waiver, SLCC summer courses would overlap with Itineris high school courses by over three weeks.



# Board of Trustees Meeting November 17, 2023

# **Approved Minutes**

## Join Zoom Meeting:

https://iechs-org.zoom.us/j/3719234737

Meeting ID: 371 923 4737

Passcode: Meet

#### **Members Present**

Chris Scharman - Vice Chair - online Mark Ashby, Treasurer Collette Wright, Parent - online Dr. Roderic Land, SLCC Shea Thurman, Parent Bryan Crump, Community Matt Ekker, Staff - Non-Voting

#### **Members Absent**

Curtis Newman, Chair

#### **Staff Present**

Renee Edwards Jeff Bossard Rabecca Cisneros Rich Eccles

#### **Guests**

Clint Biesinger - Roundtable Funding Mikayla Baker - Student Government Samuel Johnson - Student Government



#### **REGULAR SESSION**

#### I. Welcome and Introductions

Chair Newman is absent. Vice Chair Scharman asked Dr. Land to run the meeting. Dr. Land called the meeting to order at 7:34 am. Renee introduced the guests in attendance.

## II. Approve Minutes October 27 2023

(Approval)

Member Ashby asked for a change to paragraph 3, the Financial Report, Member Ashby asked to have an E removed from GASBE to read GASB.

Motion to approve the minutes from October 27, 2023 with the correction by Member Thruman Seconded by Member Ashby Voting was unanimous

## III. Financial Report

(Approval)

#### October 2023

Rich presented the October 2023 financial report. He started with some reminders that we need the Conflict of Interest forms. They can be signed electronically, Rich sent them with the packet. The audit will be released soon, possibly Monday. As such, we need an Audit Committee. The committee will review it and come back in December's meeting with information and suggestions. The annual audit training is required for all Board members. The training is linked to this agenda.

Days Cash on Hand decreased due to spending on the gym project. We will keep a close eye on the cash as we continue to build. We are cash rich in order to build and so it is expected. Rich reviewed the balance sheet. He then covered the Income Statement. Local Revenue is ahead of schedule, which is typical. State Revenue is tracking as expected. Some programs are now reimbursable. Federal Revenue is mostly the School Lunch program. Most other Federal Reimbursables are in February. He covered the expense categories. Other Purchased Services are a little higher than anticipated, but it is as we have been historically. Line 221 is the construction project and those numbers will continue to increase. YTD there is a deficit of \$88,000. However, we still expected to have a \$309,000 surplus. October 1



true-ups will occur in December, This should actually provide an increase in revenue. Next month additional columns will be added. Member Ashby asked about Local Revenue and Fundraising/Local Donations. A quick discussion occurred. Rabecca and Renee answered about the fees and local donations. He then asked about line 138 for Audit and Legal. He then asked about Land on the Balance Sheet. Rich answered about the way the land is accounted for, which is different from what corporate accounting uses. Member Crump asked about the check to Grace Barre for \$10,000. Renee answered that it is for the PE class and will be expensed again for Term 3. Rich shared that Member Crump also asked about Senya. A quick discussion ensued. The check registers were reviewed.

Motion to accept the October 2023 financial report as presented Member Ashby Seconded by Member Wright Voting was unanimous

# IV. Board Resolution for Building Expense Reimbursement

(Approval)

Rich explained about the tracking on the gym project. Renee shared that the handwritten is what expenses are coming up. What the Administration is asking for is to be able to make the down payment for the steel to lock in the price. ABout \$157,413 above the budget is what we would like to spend, using cash reserves. Member Land asked Rich if he has any concerns, of which he has none. Member Crump asked about the added costs and the antecedent to the down payment requirements. Renee answered that it would increase costs by 25%. A quick discussion occurred. The money is in the budget for the building and the cash is available for use.

Motion to approve the Board Resolution for Building Expense Reimbursement by Member Thurman
Seconded by Member Crump
Voting was unanimous

### V. Board Meeting 2023-24 Dates- Updated

(Approval)

Renee explained that we had moved to the 3rd Friday of the month and eliminated December but we need a meeting for December with the gym project on going. As such, she is proposing we meet on December 15th.

Motion to approve the updated Board Meeting calendar for the 23-24 school year by Member Wright



Seconded by Member Thurman Voting was unanimous

# VI. Closed Session (Approval)

To discuss the purchase, exchange, or lease of real property

Motion to go into closed session to discuss the purchase, exchange, or lease of real property by Member Ashby
Seconded by Member Wright
Roll Call Vote

Christopher Scharman	YES
Dr. Roderic Land	YES
Shea Thurman	YES
Collette Wright	YES
Bryan Crump	YES
Mark Ashby	YES

Zoom recording paused SECONDARY RECORDING STARTED at 8:00 am Member Ashby left the meeting at 8:03 am Chair Newman arrived at 8:08 am during the closed session.

Motion to leave closed session and return to open session by Member Thurman Seconded Vice Chair Scharman Voting was unanimous

Zoom recording resumed at 8:33 am

## VII. <u>Board Resolution for Funding</u>- EFF (Approval)

Renee shared the resolution on the screen. Chair Newman asked about needing signatures and counter signers. A discussion ensued about the signing rights.

Motion to approve the Board Resolution for Funding- EFF by Member Thurman Seconded by Chair Newman Voting was unanimous



Member Land asked to move the Approval Items to this time and push informational items to the end.

### VIII. USBE Waivers Renewal Request

(Approval)

Renee explained the waivers that are in place and have been in place for the prior six years. One is to adjust the calendar and the other is to adjust graduation credits in FIne Arts and PE. The application was reviewed and the process explained. Chair Newman asked about motions needing to be separate.

Motion to approve the Waiver Renewal Request as presented by Chair Newman Seconded by Member Crump Voting was unanimous

# IX. New Staffing- Part Time School Counselor Randi Putnam

(Approval)

Renee shared the reasons for hiring Ms. Putnam. She was the Guidance Counselor for Success Academy, an Early College in Southern Utah. She desires to work part time. The school will assess how this part time will work for the reminder of this school year. She will start on Dec 4th working four days a week. Member Crump asked about benefits and Member Thurman asked about who has to pick up the other hours. Renee shared that she will be part-time for URS, but no other benefits and the counselor team will help pick up the workload. The counseling team appreciates that she has experience in early college and counseling.

Motion to approve the hiring of Randi Putnam as the Part Time School Counselor by Member Crump Seconded by Chair Newman Voting was unanimous

#### X. Board Member Term Renewal

(Approval)

Vice Chair Scharman is going to resign his position on the board. He is happy to serve until his replacement is located, however due to the by-laws this will be an agenda item in December.



Collette Wright's term also expired in October, but she is planning to continue her term for the next three years.

Motion to approve Collete Wright's Term Renewal by Member Thurman Seconded by Chair Newman Voting was unanimous

Chair Newman left the meeting at 8:48 am

## XI. Guidance Update

(Informational)

Matt shared that the counseling team met with SLCC about the CE program and IECHS. The program is going through the formal review process. The results will be shared at the APril meeting. The PCCRs are finished for Seniors, started for Juniors, and Sophomores will start in the Spring.

# XII. Student Government Update

(Informational)

Mikayala Baker shared that the Student Government has been working on a food drive and has raised about 1000 lbs of food. Sam shared about the Hour of Code. Mikayala then shared about recruitment and voting for Sophomores. A quick discussion occurred.

# XIII. Fundraising Committee

(Discussion)

20th Year Highlights

Renee shared that this is our 20th year anniversary and a fundraising committee that was formed. She shared that she thinks this is a good year to try to get the fundraising committee together and start generating funds. Member Land asked about our alumni presence. He then asked about Student Government. Renee shared that this is the first year. His suggestion was to have a reunion. There have been about three over the past 20 years. Member Thurman asked about what the goal of the committee is. Another discussion happened. Rich shared that another school he works with paid for their gym with fundraised dollars. Member Land asked about hiring a Development Officer for the school. Another discussion occurred. The committee is Member Land, Member Thurman, and Member Wright.

XIV. Building Committee
Land Purchase Update
Construction Update

(Informational)



Renee shared that we closed on the land and we now own the land. She shared that we have now moved to the design phase.

XV. Other Business
School Report Card
New Itineris Logo

**Audit Training** 

(Informational)

Renee shared the school report card and explained what some of the numbers mean. She also shared that we created a new logo to be able to update with the 20 year plan. She reminded members of the link for the audit training.

Meeting was adjourned at 9:07 am



## **Board of Trustees Members**

- Curtis Newman JD, RN- Itineris Board of Trustees Chair, Community Member; Start Date Oct 2006; Current Term 9/2021-9/2024
- 2. Christopher Scharman- Vice Chair, Community Member, **Start Date October 2014**; **Current Term 10/2020-10/2023**
- 3. Mark Ashby- Treasurer, Start Date February 2016; Current Term 2/2022-2/2025
- 4. Roderic Land PhD- Salt Lake Community College Dean of College of Humanities and Social Sciences, **Start Date August 2022; Current Term 8/2022-8/2025**
- 5. Bryan Crump- West Jordan Fire Department Battalion Chief, Community Member; **Start Date January 2017; Current Term 1/2023-1/2026**
- 6. Collette Wright- Parent Representative, **Start Date October 2017**; **Current Term 10/2020-** 10/2023
- 7. Shea Thurman- Parent Representative, **Start Date January 2020**; **Current Term** 1/2023-1/2026
- Matt Ekker- Itineris School Counselor, Non-voting Member; Start Date June 2011;
   Current Term 8/2022- 8/2025