

# RECORD OF PROCEEDINGS

---

## ARAPAHOE COUNTY SCHOOL DISTRICT NUMBER SIX

### Littleton, Colorado BOARD OF EDUCATION Minutes of Regular Meeting

March 19, 2009

#### ***Call to Order***

President Bob Colwell called the meeting to order at 6:40 p.m. in the Boardroom of the Education Services Center, 5776 South Crocker Street.

#### **Present**

Bob Colwell, President  
Renée Howell, Vice President  
Sue Chandler, Secretary  
Lucie Stanish, Treasurer  
Mary Nichols, Assistant Secretary

#### **Others in Attendance**

Connie Bouwman, Assistant Superintendent of Learning Services  
Lucinda Hundley, Assistant Superintendent of Student Support Services  
Kirk Madsen, Assistant Superintendent of Operations  
Scott Murphy, Superintendent  
Mike Owens, Assistant Superintendent of Human Resources

#### **Approval of Minutes**

Mr. Colwell asked if there were any corrections to the minutes of the February 26, 2009, regular Board meeting. On page 2, second paragraph under Board Reports/Requests, Ms. Chandler corrected the last two sentences to read: Ms. Chandler described her participation in the Learning 2.0 event *held at Heritage High School, which she attended online virtually*. During the event she interacted with educators from around the nation *who also participated virtually*.

MOTION: Ms. Howell moved that the Board of Education approve the minutes of the February 26, 2009, regular Board meeting as corrected. SECOND: Ms. Stanish. AYE: Chandler, Colwell, Howell, Nichols, Stanish. MOTION CARRIED: 5-0.

#### **Superintendent's Report**

Mr. Murphy announced that five Arapahoe High School students are winners of the Colorado Language Arts Society Writing Competition. Arapahoe senior Amy Barczuk was recognized by the *Rocky Mountain News* in its Prep Points profiles, and she was also named to a Denver Nuggets prep all-star basketball team. Amy and Becca Huffer, Littleton High School student, were honored by the Sportswomen of Colorado at the organization's 35<sup>th</sup> annual awards banquet. Becca was recognized for her second state golf title. She holds the state record with a 13-stroke title win. Amy was recognized for leading her basketball team to the state quarter finals and as the striker for the AHS soccer team that advanced to the state quarter finals.

Mr. Murphy announced that LPS students Matthew Rodriguez, Goddard Middle School seventh grader, and Greg Norris and Brenden Pesick, Options High School seniors received the Metropolitan Mayors and Commissioners Youth Awards from

## RECORD OF PROCEEDINGS

---

the City of Littleton and Arapahoe County. This award honors youth that have overcome difficult situations in their lives.

Mr. Murphy recognized Littleton Elks Lodge members Max Huffman and Bill Yeager for their support of Veteran's Day activities in LPS schools. The Elks have donated \$1,500 annually for the past four years. Mr. Yeager presented a check to support 2009 Veteran's Day activities, and Mr. Huffman expressed his appreciation for the partnership between LPS and the Littleton Elks. Mr. Huffman said the Elks were pleased to donate 592 dictionaries to LPS third and fourth graders this spring. Mr. Murphy thanked the Elks for their generosity. Mr. Colwell also expressed appreciation for the Elks support on behalf of the Board.

### **Board Reports/Requests**

Ms. Howell attended the District Accountability Committee (DAC) meeting and commented that the Professional Learning Communities (PLC) simulation done by elementary instructional coaches was informative and well received. She attended the Legislative Breakfast and the Economic Summit. Ms. Howell also attended a Colorado School Finance Project meeting for Ms. Nichols, who typically attends these meetings. Ms. Howell commented that the Powell Middle School 2008 yearbook that received a National Scholastic Press Association Pacemaker award was an excellent yearbook. She also attended the Achieving Hispanic/Latino Student Success Conference, sponsored by the Colorado Association of School Boards, with LPS staff members.

Ms. Chandler attended a Greater Littleton Youth Initiative (GLYI) meeting and commented that the Arapahoe County Sheriff's department discussed the school employee training program. She joined Jeanne King, LPS director of food services, for a presentation from Kaiser Permanente promoting health and wellness in schools. Ms. Chandler attended the annual Teacher Appreciation dinner hosted by The Church of Jesus Christ of Latter-day Saints, Littleton Stake, the Economic Summit with local business leaders, and the Legislative Breakfast.

Ms. Nichols attended the musical, "Footloose" at Heritage High School. She attended the Gifted and Talented Advisory Council (GTAC) meeting, the Economic Summit, which included the Arapahoe Library District and South Suburban Parks and Recreation, and the Legislative Breakfast. Ms. Nichols visited the Curtice Youth Art Show, which featured the Euclid Middle School jazz band, and attended the Teacher Appreciation dinner.

Ms. Stanish attended the musical, "Pirates of Penzance" at Littleton High School and "Footloose" at Heritage High School. She attended the Economic Summit, the Special Services Advisory Committee (SSAC) meeting, and the Littleton Public Schools Foundation (LPSF) board meeting.

Mr. Colwell attended the PTO Presidents Council (PPC) meeting and the Economic Summit. He commented that he looks forward to continued interactions with local leaders. Mr. Colwell also attended the Heritage High School basketball team recognition brunch.

Mr. Colwell said the Board has just completed the superintendent's evaluation process. He noted that the past year has had many challenging issues, and discussions with Mr. Murphy during this process have included both current and future challenges. The Board believes Mr. Murphy is an excellent fit for the district

# RECORD OF PROCEEDINGS

---

at this time. He is involved in and well-respected by the community, and he takes the time to visit schools and classrooms. Mr. Colwell acknowledged the superintendent's immediate staff and noted that success involves the entire team working together. Mr. Colwell announced that with the Board's action this evening, an additional year will be added to Mr. Murphy's contract.

Ms. Stanish said she appreciates working with Mr. Murphy, noting he is proactive and positive. She commented that the superintendent's staff members are a great support and provide leadership to the district and to the Board. Ms. Howell remarked that administrators support one another in support of student learning.

Mr. Murphy thanked the Board and his staff. He said LPS is a great place to work and is filled with great people.

## **Citizens' Requests to Speak to the Board**

Jack Randall, Littleton Preparatory Charter School Board member, reported that two teams of students from Littleton Prep will compete at the state Science Olympiad on April 11 at the Colorado School of Mines.

Sam Drury distributed a handout from Pam Cirbo on the topic of Heritage High School boundary area. Ms. Cirbo left the meeting due to an emergency.

Mr. Drury spoke about public visibility of LPS student academic achievement progress, specifically related to the No Child Left Behind (NCLB) legislation and Adequate Yearly Progress (AYP).

## **Action**

### **Consent Agenda**

Mr. Mike Owens, assistant superintendent of human resources, stated that the new principal for Powell Middle School is being recommended to the Board this evening. Mr. Jim Sturgell, interim director of secondary education, introduced Mr. Steve Wolf, who is currently serving as an assistant principal at Heritage High School. Mr. Sturgell noted Mr. Wolf's hard work and dedication. He commented that he is pleased to recommend promotion for another LPS administrator. Mr. Wolf thanked the Board and said it will be an honor to serve as the Powell principal.

MOTION: Ms. Nichols moved that the Board of Education approve the recommended consent agenda numbered 1.1 concerning Personnel Recommendations with the additions made this evening, 1.2 Head Start Grant Application, 1.3 Course and Textbook Adoption: Arapahoe High School, and 1.4 Attendance Boundary Adjustments. SECOND: Ms. Stanish. AYE: Chandler, Colwell, Howell, Nichols, Stanish. MOTION CARRIED: 5-0.

### **Superintendent's Contract 2009–2010**

Mr. Colwell stated that upon completion of the superintendent's evaluation, the Board is pleased to extend Mr. Murphy's contract through June 30, 2012.

MOTION: Ms. Chandler moved that the Board of Education approve Superintendent Scott Murphy's contract effective July 1, 2009, through June 30, 2012. SECOND: Ms. Howell. AYE: Chandler, Colwell, Howell, Nichols, Stanish. MOTION CARRIED: 5-0.

# RECORD OF PROCEEDINGS

---

## *Discussion*

### **LPS Group Health Insurance Update**

Mr. Owens reviewed the rate quotes received from the district's primary health insurance carriers, Kaiser and Aetna. He explained that the Insurance Committee has reviewed the quote and has met with the negotiating teams. While the negotiating teams have held preliminary discussions concerning health insurance employer/employee monthly rates, no agreement has been reached due to the uncertainty of state funding.

Mr. Owens reviewed the proposed rate quote from Aetna, noting it represents a 5.9 percent increase over current rates for both the HMO plan and the Point of Service plan. He stated that no significant benefit changes are proposed. The proposal from Kaiser shows an increase of 6.5 percent over current rates, with no significant benefit changes. Mr. Owens said that the overall cost increase of approximately six percent for 2009–2010 is much lower than cost increases for 2008–2009, which were about 20 percent. He pointed out that about 1,000 employees are insured under Aetna and 660 are insured under Kaiser.

Mr. Owens explained that the district's dental direct reimbursement plan requires a reserve of \$152,000. In order to achieve that reserve balance, an increase of four percent is needed. Mr. Owens said there are no changes in the benefit structure.

Mr. Owens said the negotiating teams will continue to review this information and reach an agreement on how much of the increase will be paid by the district, and how much is paid by employee. Once an agreement is reached, the proposal will return to the Board for approval.

Ms. Howell asked for clarification about the delay in negotiations, particularly as it involves funding from the state. Mr. Owens responded that a major part of contract negotiations is based on dollars, both in salaries as well as in benefits. The state fiscal picture is unclear at this time, and is compounded by the influx of federal stimulus money, which is also not fully clarified as to dollar amount and how it can be used. Until there is further information from the state as to funding, the negotiating teams cannot complete their work.

Ms. Nichols asked what percentage of LPS employees utilize the district's insurance benefits. Mr. Owens responded that more than 1,600 of the 2,000 LPS employees are covered through Aetna or Kaiser. Ms. Nichols asked if there is a minimum participation number in either plan to receive a specific rate. Mr. Owens responded that currently 61 percent of employees are in the Aetna plan, with 39 percent in the Kaiser plan. It is important to watch the shift that has been occurring over the past two to three years from Aetna to Kaiser because premium amounts tend to rise as the percentage of employees covered under Aetna drops below 70 percent. Mr. Owens explained that it is also important to monitor the difference in premium rates between the two carriers.

Ms. Nichols asked for clarification about the rate increase in the high and low dental plan coverage. Mr. Owens explained that a four percent increase in the high plan

## RECORD OF PROCEEDINGS

---

only will generate adequate dollars to maintain the reserves at \$152,000; no increase is currently under consideration for the low plan.

Mr. Colwell asked if high deductibles or health savings accounts have been considered for district employees. Mr. Owens responded that the insurance committee has carefully considered this over the past several years, and there is no overall benefit to a health savings account approach; therefore, it has not come to the negotiating teams as a recommendation.

Mr. Colwell thanked Mr. Owens for the update.

### **School Staffing Update**

Mr. Owens presented information on school staffing, including the 2009–2010 staffing ratios and a report on placement of teacher status teachers from Ames and Whitman elementary schools. He explained that the Financial Advisory Committee (FAC) recommended adjustments to the weighted staffing formulas at all levels as part of its overall budget reduction recommendations. The staffing formulas were reduced by approximately three percent at each level, which results in a \$1.2 million reduction for 2009–2010. Mr. Owens reviewed the impact of this reduction on schools noting it represents an approximate 32.5 FTE reduction in weighted staffing.

Mr. Colwell commented that because of the decision to repurpose Ames and Whitman elementary schools, no elementary school is losing enrollment, and only one elementary school will see a slight drop in weighted staffing points. Ms. Stanish noted the significant reduction of weighted staffing points at Powell Middle School for 2009–2010 and asked if Powell was overstaffed this year. Mr. Owens responded that Powell came in 30 students under projections at sixth grade this year, and no adjustment was made in weighted staffing points.

Ms. Howell asked how often class sizes have been increased in LPS. Mr. Owens responded that the district increased class size in 1996–1997, which was restored with the successful 1997 mill levy election. Class sizes were also increased in 2001–2002, and restored with revenue from the 2004 mill levy election. Mr. Murphy commented that the middle level weighted staffing formula for 2009–2010 provides 5.1 staffing points per 100 students, compared to 6.2 staffing points per 100 students in 1990. Other levels have experienced similar drops over the same time period.

Ms. Howell clarified that if the weighted staffing formula had not been changed, the district would need to find other areas to reduce the budget to achieve an overall budget reduction of \$4 million for 2009–2010. Mr. Owens reiterated that the recommendation of FAC was to reduce the weighted staffing formula no more than was necessary to achieve the needed budget reduction.

Mr. Owens described the process used to place the teacher status teachers from Ames and Whitman into positions in other elementary schools. He explained that there were 36 positions available district-wide, although not all positions were full time, and 23 teachers needed positions. After these 23 teachers made their selections, both a first and second choice, elementary principals received the information and interviewed every teacher who indicated a first or second choice for an open position at their school. Mr. Owens stated that 20 teachers were placed in their first or second choice, and three teachers did not get their first or second choice, but still had some choice because the number of vacancies was greater than the number of teachers

## RECORD OF PROCEEDINGS

---

needing placement. Mr. Owens stated that the hiring freeze previously imposed at the elementary level was now off, and vacancies can be posted. Elementary principals have been asked to consider probationary teachers from Ames and Whitman as they make hiring decisions. Mr. Owens said the elementary principals worked swiftly to conduct interviews and the process worked extremely well.

Ms. Chandler praised the efforts of principals for their hard work. Ms. Howell also expressed appreciation to principals and said she was pleased that all teachers were placed. Mr. Colwell asked if any of the open positions came as a result of a nonrenewal of probationary staff, and Mr. Owens responded yes.

Mr. Colwell thanked Mr. Owens for the staffing update.

### **District Assessment Plan Update**

Patti Turner, coordinator of assessment, explained that administration periodically reviews the district assessment plan to determine its effectiveness in meeting school and district assessment needs, and to ensure alignment with the district's strategic plan.

Ms. Turner stated that the specific assessments under review are the Grade 2 Writing assessment, the Grades 3 and 6 Cognitive Abilities Test (CogAT), and the Grade K–5 Developmental Reading Assessment (DRA2). She said the Grade 2 Writing assessment is a district-developed assessment that was designed to determine students' writing ability prior to administration of the third grade writing CSAP test. This assessment is scored by trained LPS teachers and generates positive, informative conversations about student learning. Administration proposes a shift to expand student writing assessments, using district-developed rubrics, to grades K–5, which fulfills a request from schools to have uniform K–5 writing rubrics. To that end, elementary principals and staff have begun the process of developing these rubrics. In addition to the positive impact on student learning, this change will provide additional writing scores for grades K–5 for the student achievement index calculation. Eliminating the Grade 2 Writing assessment will result in an annual savings of \$14,000.

Ms. Howell asked for a description of a writing prompt, and Ms. Turner gave the example, "Describe a memorable day on the playground." Ms. Howell asked if students prepare their response in handwritten form or electronically. Ms. Turner responded that currently responses are handwritten, and future conversations could change that aspect of the assessment. Mr. Colwell asked if the results follow the student, and Ms. Turner responded that they do. Mr. Colwell asked who is developing the writing rubrics. Ms. Turner said small teams of elementary teachers are working on rubrics at each grade level, and the teams are facilitated by Ms. Turner and Ms. Susan Dalton, coordinator of curriculum.

Melinda Ness, coordinator of gifted and talented education, explained that the Cognitive Abilities Test (CogAT) administration has limited use in identifying students for gifted and talented (G/T) services when compared to the Measures of Academic Progress (MAP) tests, which are administered in grades K–10. She noted that these nationally normed tests provide immediate and more frequent results for early G/T identification, planning, and intervention. Ms. Ness further noted that elimination of the CogAT results in more instructional time because of the reduction

## RECORD OF PROCEEDINGS

---

in group assessments. She said additional assessments are still available for G/T identification purposes as needed. Eliminating the CogAT will result in an annual savings of \$17,000.

Ms. Chandler asked what kind of information parents receive from the current CogAT administration. Ms. Ness explained that the test is primarily used for identification of students who can benefit from G/T instruction.

Ms. Turner explained that the DRA2 assessment is required by the Colorado Basic Literacy Act. The district was granted a one-year waiver and the assessment was administered for the first time in fall 2008. Trained LPS teachers administer and score this assessment, and teachers can enter scores electronically for use by both the Colorado Department of Education and for the district achievement goal calculation.

Ms. Nichols asked if there is any relationship between DRA2 and MAP scores, and Ms. Turner responded that there is a strong correlation between the DRA2 and the MAP reading assessment.

Mr. Colwell asked about the overall effect of these assessment changes on time used for testing. Ms. Turner responded that district assessments will now use less time because the writing assessment will be embedded in instructional time and CogAT is eliminated. There is no change in MAP testing.

Mr. Colwell thanked Ms. Turner and Ms. Ness for the update.

### **School Consolidation: Transition Report**

Connie Bouwman, assistant superintendent of learning services, stated that the Transition Team includes the following members: Connie Bouwman, Lucinda Hundley, Diane Leiker, Kirk Madsen, Jean Martinez, and Mike Owens. Since the decision was made by the Board to repurpose two elementary schools, the team has met weekly to coordinate the transition process. The goals of the team include coordinating all aspects of the process in order to assure schools could continue with the business of student learning, rather than on the transition process, ensure two-way communication with all stakeholders, and focus on the needs of students, parents, staff, and community members. She explained the team has used financial resources carefully for various needs including substitute teachers, school activities, moving expenses, and communication. Team members provided an update for their area of responsibility. Mr. Owens stated that his transition update had already been presented to the Board this evening.

Diane Leiker, director of communications, stated that the goal of communication in the transition planning is to ensure clear and consistent messages. A team of principals and parent representatives was formed to bring key leaders together to plan transition activities. The group, facilitated by Schoolhouse Communications, met two times and planned evening visits this spring for Ames and Whitman families at their new school. Students from Ames and Whitman will have a “buddy” at their new school, and the six receiving schools will host social activities for families in the fall. Ms. Leiker noted that the receiving schools are eager to welcome these new families, yet are sensitive to the needs of these families to take time for closure at their current school.

## RECORD OF PROCEEDINGS

---

Jean Martinez, director of elementary education, reviewed enrollment statistics, stating that 90 percent of the Ames and Whitman student body comes from within the district, and 10 percent are out-of-district students. The combined student body for both schools is 400 students. She said the majority of these students will attend their new assigned attendance area school. Twenty-four students will be part of the SCIL and PACE special education programs housed at Twain Elementary, sixteen students are spread among other district schools, 10 students are not returning to LPS, and 12 students remain undecided. Schools are continuing to stay in touch with families who are undecided. Ms. Martinez noted that the Facility Use Task Force recommended 350 students as an optimal size for elementary schools, and only two elementary schools currently fall below that number. She noted that East Elementary School, at an enrollment of 332, serves as a magnet site for the English Language Learners program.

Ms. Martinez reviewed the schedule of activities at the receiving schools and noted dates for special activities at Ames and Whitman that will be a time for families and staff members to share memories.

Ms. Martinez said receiving school principals have been helpful in accommodating requests from new families. She also praised the Ames and Whitman principals and office staffs for their role in creating a smooth transition process.

Lucinda Hundley, assistant superintendent for student support services, reviewed the process for relocating special needs programs to new schools and helping students with special needs handle this change. She commented that change is hard for many of these students, and extra care is important to foster a smooth transition.

Ms. Hundley said the center-based programs, SCIL and PACE, will remain intact and move to Twain Elementary School. Staffing has been handled apart from regular education, and receiving school staff members have staff development opportunities to understand the unique needs of students with disabilities. The student support services staff have held parent meetings to provide opportunities for conversation, and a DVD will be made of each student to help with the process of changing schools. Students have opportunities to tour their new school without other students in place in order to “rehearse” this new event in their lives.

Kirk Madsen, assistant superintendent of operations, reviewed the transition activities his department will oversee. These include facility modifications, which are part of the capital reserve fund projects, packing and moving, and student transportation. Mr. Madsen noted that teachers will have packing materials available for their use on May 8, and will have one day of paid time to pack. Mr. Madsen explained that all bus routes have been restructured, and there is no increase in the total number of routes. There will be fewer regular education routes and more special education routes. He stated that the number of students per bus will increase and some bus rides will be slightly longer. Mr. Madsen stated that the focus is on ensuring a smooth opening of school in the fall.

Ms. Bouwman expressed thanks to the building principals for their collaboration to ensure a smooth process. She thanked the school office staff members and ESC support staff for their work as well. Ms. Bouwman said that Ms. Martinez has attended to the many details involved in this process. Ms. Bouwman also thanked the Board for their support throughout the transition process.

## RECORD OF PROCEEDINGS

---

Ms. Bouwman said the transition work is at a mid-point and on track. She said the team is meeting the Board's goal of maintaining a focus on students and families. Ms. Hundley remarked that there is no easy way to close a school, and this process has been successful because of many caring leaders.

Ms. Nichols commented that amazing work has been done and offered her heartfelt thanks to those involved. She also expressed appreciation for the excellent communication with the Board. Ms. Chandler commented that change and losses are difficult, but this is a way to move the district forward.

Ms. Stanish said she appreciates the efforts of Nancy Klinedinst, Ames principal, and Debbie Brown, Whitman principal, noting they have stayed strong and are maintaining the focus on student learning. She thanked the community for its support during this process and said she was proud to be part of the LPS community.

Ms. Stanish said she was pleased that the Ames and Whitman teachers have been placed.

Ms. Howell remarked that the Board recognizes how difficult this decision has been. She thanked all those involved in the transition process for their excellent work, and said parents have also expressed their appreciation. Mr. Colwell acknowledged the emotion associated with this process. He thanked the transition team and principals for taking care of the emotional side of this process.

Mr. Murphy said he echoes the sentiments of the Board. He said the students are in good hands because of the district's excellent principals. Mr. Murphy said Board members are invited to all spring activities being planned in conjunction with the transition process.

### **School Maximum Enrollments**

Mr. Madsen presented information about school maximum enrollment, which was an area examined by the Facility Use Task Force. The Task Force findings suggested that there could be detrimental effects if a building utilization rate exceeded 100 percent. Mr. Madsen described the factors that affect school maximum enrollment, which include how the building capacity is calculated, whether certain programs such as art, music, and gifted and talented are required to have classrooms, and what classroom use will be allowed as a site-based decision. Mr. Madsen said the enrollment make-up of a school also affects maximum enrollment.

Mr. Madsen described the method used by the Task Force to determine building capacity, which varies by level. In general, certain common spaces and areas used for programs such as art, music, and gifted and talented, as well as electives at the middle level, are excluded from the calculation. The gross building capacity equals available classrooms times the weighted staffing formula. At high schools, this calculation is reduced to account for 90 percent scheduling efficiency, although some high school schedules are above the 90 percent efficiency rate, and the capacity calculation could then exceed 100 percent.

Mr. Madsen reviewed several questions that are associated with building capacity: (1) Should schools be required to maintain classroom spaces for programs, e.g., music and art? (2) What uses are allowed to consume general education classroom space? (3) Who should make these decisions – site-based or district? Mr. Madsen

## RECORD OF PROCEEDINGS

---

noted that when student enrollment is high, programs such as music and art may be shifted from classrooms to another area.

Mr. Madsen described the typical LPS school enrollment as 75 percent attendance area students, 10 percent optionally enrolled, and 15 percent out-of-district. He said if a maximum enrollment cap is implemented, the out-of-district students would be first to lose their slots, thus the district runs the risk of losing students.

Some alternatives to an enrollment cap and potential loss of students include the following:

- Increase building capacity through construction or portable additions.
- Establish district guidelines identifying classroom space required and allowed use of classroom space.
- Establish district guidelines and enrollment recommendations based upon capacity of the core physical plant, i.e., number of rest rooms, cafeteria space, and hallways.
- Allow market forces to dictate building capacity.

Ms. Chandler asked if there is a maximum occupancy rate for schools, and Mr. Madsen responded that it is driven by the number of rest rooms. Ms. Stanish commented that if dedicated classroom space is not available for programs such as art and music, the quality of these programs could be affected. She said principals would need to demonstrate quality program delivery in such a scenario. Mr. Colwell asked if the district has established guidelines based on the core physical plant. Mr. Madsen responded that some of this work was done by the Task Force.

Mr. Colwell asked about the enrollment make up of Arapahoe High School. Mr. Madsen said it follows the typical LPS school enrollment make up of 75 percent attendance area, 10 percent optionally enrolled, and 15 percent out-of-district.

Mr. Murphy commented that enrollment capacity guidelines may be appropriate, but absolute caps could create problems. Ms. Howell remarked that school choice is an option and perhaps it would be useful to investigate the reasons why people make certain choices. She said she is reluctant to dictate specific classroom use. Ms. Stanish commented that we do not require schools to use classroom space for programs such as music and art, but it is important to maintain equity among schools.

Ms. Nichols stated that school choice will continue to be a factor in school capacity and it is difficult to implement a strict enrollment cap when enrollment is declining. She said she values site-based decision making and believes some guidelines are appropriate. Ms. Chandler stated that she also believes some guidelines are appropriate to assure quality of programs. She commented that she would like to see guidelines for classroom space used for courses required for graduation.

Mr. Colwell asked if Arapahoe High School and Lenski Elementary School will be over 100 percent capacity next year. Kirk responded that it is likely the capacity formula will indicate they are above 100 percent because of the many variables involved in calculating building capacity. Mr. Murphy remarked that sometimes high enrollment is unintentional.

# RECORD OF PROCEEDINGS

---

Mr. Colwell summarized the discussion by stating that the Board does not favor building additional capacity at the schools. It would also be very difficult to dictate allowed use of classroom space. Some guidelines may be appropriate, but currently market forces tend to dictate capacity. Mr. Colwell stated that some parents will see guidelines as enrollment caps. Mr. Madsen said some guidelines can be established without hard numbers based on fire code and the core physical plant. He stated that a process can be developed to work with principals to ensure high building capacity does not result in safety issues. Ms. Chandler said the district will need to continue to be creative in its use of building space.

Mr. Colwell thanked Mr. Madsen for the presentation.

## *Future Agenda/Adjournment*

Mr. Murphy distributed a draft agenda for the April 9, 2009, Board meeting. Discussion items include Educational Technology Information Literacy (ET-IL) Plan, Board Policy Revisions: JFBA—Intradistrict Choice/Open Enrollment and Transfers and JFBB—Interdistrict Enrollment (Nonresident Students), and School Finance and Budget Implications.

MOTION: Ms. Stanish moved that the Board of Education meeting adjourn.

SECOND: Ms. Howell. AYE: Chandler, Colwell, Howell, Nichols, Stanish.

MOTION CARRIED: 5-0.

The meeting adjourned at 10:00 p.m.

Respectfully submitted,

Bob Colwell  
President

Sue Chandler  
Secretary

ks (4/16/09)