

RECORD OF PROCEEDINGS

ARAPAHOE COUNTY SCHOOL DISTRICT NUMBER SIX

Littleton, Colorado BOARD OF EDUCATION Minutes of Regular Meeting

April 23, 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 April 9, 2009, regular Board meeting. On page two, first paragraph, Ms. Howell changed the sentence to read, "She is *one of three young professionals who started* Girls Incorporated Junior Alliance."

MOTION: Ms. Howell moved that the Board of Education approve the minutes of the April 9, 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 the district celebrated National Volunteer Week this week. Volunteers give more than 200,000 hours to LPS annually. He thanked the Littleton Soccer Club for its outreach efforts, which started at Field Elementary School in 2007 with 144 players. The club has grown to include 417 players. Three LPS teachers co-authored an ACT test preparation book titled *ACT 36*, which is now available at Amazon.com. The authors are: Ann Summers, secondary math resource specialist, Krista McDaniel, Littleton High School literacy coordinator, and Alex Spare, LHS English teacher.

Mr. Murphy said the *Denver Post* recently recognized Kaitlin Bast, an Arapahoe senior, for her soccer season, and Taylor Young, a Heritage senior, for his lacrosse, tennis, and basketball seasons. Mr. Murphy reported that LPS Destination ImagiNation teams from Goddard and Powell middle schools, and Wilder Elementary School will compete in the Global Finals. Another team from Goddard, as well as a team from Heritage placed third. Mr. Murphy said the LPS finance

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department was again awarded the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association of the U.S. and Canada.

Mr. Murphy recognized nine graduating seniors from Arapahoe, Heritage, and Littleton high schools for receiving prestigious scholarships. Not only do they achieve academically, these students are also involved in many extracurricular activities throughout their high school careers. Students recognized included: Iftin Abshir, National Merit Achievement Scholar from Heritage; Laura Corlin, National Merit Scholarship Finalist from Littleton; Lauren Haefliger, National Merit Scholarship Finalist from Arapahoe; James Klemm, National Merit Hispanic Scholar from Heritage; Emily Levin, National Merit Scholarship Finalist from Arapahoe; Alexandra Rodriguez, National Merit Hispanic Scholar from Arapahoe; Cameron Sargent, National Merit Scholarship Finalist from Heritage; Patrick Whitney, National Merit Scholarship Finalist from Heritage; and Spencer Zepelin, National Merit Scholarship Finalist and Boettcher Scholar from Arapahoe. Mr. Colwell thanked these students and their parents for their dedication, noting the great pride exhibited by the parents of these students.

Board Reports/Requests

Ms. Nichols attended the Gifted and Talented Executive Council meeting. A new chair has been selected and there are a number of new members joining the committee for the 2009–2010 school year. She participated in the networking opportunity for Littleton and Heritage high schools business departments held at the Ralph Schomp automotive dealership. Ms. Nichols judged artwork at the Arapahoe High School “Art Attack” show. She attended the International Night at Field Elementary School, an Arapahoe student council meeting, and the LPS Foundation (LPSF) Spirit dinner. Ms. Nichols participated in the District Accountability Committee (DAC) meeting discussion with the Board. She acknowledged the wonderful volunteers who serve in LPS, particularly noting the Heritage After-Prom volunteers.

Ms. Chandler attended the DAC meeting discussion with the Board, the Greater Littleton Youth Initiative meeting, and the first meeting of the new District Wellness Committee. She commented that the committee is made up of knowledgeable parents and is a well-rounded committee. Ms. Chandler attended the musical “Damn Yankees” at Arapahoe, the Art Attack at AHS, and the LPSF Spirit dinner.

Ms. Howell attended the LPSF Spirit dinner and thanked the organizers for a wonderful evening. She attended the Arapahoe student council meeting, the Arapahoe Art Attack, and the International Night at Field. She also participated in the DAC meeting discussion with the Board, and commented about blog entries made by East Elementary School students.

Ms. Stanish attended the International Night at Field, the Art Attack at Arapahoe, and the student networking event held at Ralph Schomp. She attended a planning meeting for the 2010 Littleton Community Retreat, and the DAC meeting discussion with the Board. Ms. Stanish attended the LPSF Spirit dinner. She said the LPSF board had just met and reported profits of \$20,000 for technology shares, and about \$39,000 profit from the dinner and silent auction. Ms. Stanish thanked LPS volunteers for their countless hours of service.

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Mr. Colwell attended the International Night at Field, the LPSF Spirit dinner, and the final meeting of PTO Presidents Council for the current school year. He attended today's legislative briefing and The Village silent auction.

Citizens' Requests to Speak to the Board

No citizens signed up to speak to the Board.

Action

Consent Agenda

Mr. Colwell asked if there was any additional information or questions about the items listed in the consent agenda. There were none.

MOTION: Ms. Howell 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 Board Policy Revisions: JFBA—Intradistrict Choice/Open Enrollment and Transfers and JFBB/JFBB-R—Interdistrict Enrollment (Nonresident Students), and 1.3 Educational Technology and Information Literacy Plan. SECOND: Ms. Nichols. AYE: Chandler, Colwell, Howell, Nichols, Stanish. MOTION CARRIED: 5-0.

Nonrenewal of Probationary Teacher Contracts—Recommendations for the 2009–2010 School Year

Mr. Mike Owens, assistant superintendent of human resources, said administration has carefully considered the staffing needs for the 2009–2010 school year, and in accordance with Colorado law, has prepared a list of probationary teachers whose contracts will not be renewed. This action can be taken due to changes in program needs and downsizing of the teaching staff, and for teachers who have had a temporary, long-term substitute assignment.

Mr. Murphy said, "I, Scott Murphy, superintendent of Littleton Public Schools, recommend to the Littleton Public Schools Board of Education this list of probationary staff members to be nonrenewed for the 2009–2010 school year. Fifty teachers are being recommended for nonrenewal because of budget considerations, decrease in student enrollment, program flexibility needs, and long-term substitutes."

Mr. Colwell asked if there were any teachers present who would like to speak to the Board. There were none.

One citizen addressed the Board. Rebecca Dorch spoke on behalf of the fourth grade teacher at Wilder Elementary School who is being nonrenewed, noting that she is an excellent teacher.

MOTION: Ms. Chandler moved that the Board of Education, accompanied by Scott Murphy and Mike Owens, go into executive session to consider the list of probationary teachers presented for nonrenewal. SECOND: Ms. Howell. AYE: Chandler, Colwell, Howell, Nichols, Stanish. MOTION CARRIED: 5-0.

The Board convened into executive session to consider the superintendent's recommendations at 7:25 p.m.

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The Board reconvened into public session at 7:45 p.m.

MOTION: Ms. Nichols moved that the Board of Education approve per C.R.S. 22-63-203, the Superintendent's recommendation of probationary teachers to be nonrenewed for the 2009–2010 school years as presented this evening.

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

MOTION CARRIED: 5-0.

2009–2010 Employee Benefit Plans

Mr. Owens stated that the Board received preliminary information concerning employee benefit plans for 2009–2010 at the March 19 Board meeting. Negotiations with the Littleton Education Association about employee benefits are completed and the plans are ready for Board action. Mr. Owens reviewed the assumptions and factors that affect cost projections, noting that estimates are based on current enrollment in all plans. He stated that it is reasonable to expect some migration between plans, particularly from Aetna to Kaiser due to cost. He further explained that staffing reductions will impact cost projections. Overall, the actual costs may be \$10,000-20,000 less than projections. Mr. Owens stated that the district budgeted for a 15 percent increase in health insurance premium costs for 2009-2010, which equates to \$1.3 million. The projected increase for the proposed agreement is 5.4 percent, or \$535,280, which is a difference of nearly \$800,000.

Ms. Howell asked what will happen to these funds, and Mr. Owens responded that the \$800,000 will offset the district budget deficit. He emphasized that this savings does not result in surplus or extra funds in the budget.

Mr. Owens reviewed premium rates for Aetna and Kaiser, pointing out the more equitable split between the district and employee contribution across the board. He further noted that the employee contribution for employee only coverage is \$15 per month for both plans, which is intended to discourage migration from one plan to the other.

Mr. Owens said that the Board was advised of the probable raise in the dental premium rate of four percent on March 19. This rate increase only affects the high plan and is necessary to achieve the minimum reserve recommended by the district's consultant. The increase will be absorbed by employees who select this plan.

Ms. Howell asked why there is a significant difference between the projected increase in health insurance premium costs and actual costs. Mr. Owens responded that projections are based on historical increases, which were 20 percent last year. Insurance carriers analyze claims each year and make premium adjustments based on the claim history. Ms. Chandler asked about possible future implications if more employees migrate to Kaiser. Mr. Owens said that ideally the district would like to see about 70 percent of employees enrolled in Aetna and 30 percent enrolled in Kaiser. Currently enrollment is at 61 percent Aetna and 39 percent Kaiser.

Mr. Owens explained that a lower enrollment percentage with Aetna could result in their refusal to bid as an insurance carrier. Mr. Owens said that the open enrollment period for current employees is May, and new employees will enroll in September. Any changes in enrollment percentages will be known this fall, but will not affect insurance plans for 2009–2010.

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MOTION: Ms. Nichols moved that the Board of Education approve the employee benefit plans for 2009–2010 as presented this evening. SECOND: Ms. Howell. AYE: Chandler, Colwell, Howell, Nichols, Stanish. MOTION CARRIED: 5-0.

Mr. Owens stated that the approved employee benefit plans are part of the collective bargaining agreement with the Littleton Education Association.

Quarterly Financial Report

Mr. Scott Myers, chief financial officer, presented the financial report for the third quarter ending March 31, 2009. He highlighted differences between the current year and the prior year. Mr. Myers reviewed the general fund balance sheet, which shows district assets and liabilities. He highlighted the change in district assets, which were \$15.6 million in 2008, compared to \$11.2 million in 2009. There is a corresponding decrease in fund balance of \$4.6 million. By June 30, 2009, the fund balance is expected to be in the range of \$12.8 to \$13.8 million, compared to \$17.5 million on June 30, 2008. The general fund income statement details revenue and expenditures. He explained that revenue is typically lower than expenditures at this time of year and this deficit will be reduced by June 30, once tax revenue is received. He also explained that due to the state rescission of \$533,000, state revenue will be lower than the prior year on June 30. Mr. Myers said that expenditures and transfers increased by \$3.9 million in 2009, compared to 2008. Overall, the financial report is consistent with previous quarters.

Mr. Colwell asked if anything stands out as a financial problem. Mr. Myers responded that the budget is tracking fairly closely to projections. He noted that the state rescission was a surprise, and interest revenue continues to be down, although that was anticipated. Mr. Murphy commented that it is important to be cautious with the use of interest earnings for ongoing expenditures due to the fluctuations and the unpredictable nature of this revenue source.

Ms. Chandler asked why the February cumulative monthly percent of expenditures is high in 2008–2009. Mr. Myers said he would investigate and report back to the Board. Ms. Chandler also inquired about the net loss showing on the food service fund balance sheet. Mr. Myers said the net loss is because more costs are allocated to the food services fund. Ms. Howell asked about the net losses showing on the extended day care program fund balance sheet. Mr. Myers said the goal is to keep the extended day care programs self-supporting. Mr. Murphy said one of the challenges is the Village 2 & Under program, and this program is under review by administration.

Ms. Chandler expressed appreciation for the excellent job the finance department does in monitoring the district budget. Mr. Colwell said the receipt of the Certificate of Achievement award recognizes the hard work of the finance department.

MOTION: Ms. Stanish moved that the Board of Education approve the Financial Report for the quarter ending March 31, 2009, as presented this evening. SECOND: Ms. Chandler. AYE: Chandler, Colwell, Howell, Nichols, Stanish. MOTION CARRIED: 5-0.

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Discussion

Textbook Adoption: Arapahoe High School

Ms. Susan Dalton, curriculum coordinator, presented a new textbook proposed by Arapahoe High School for the one semester elective psychology course available for students in Grades 11 and 12. She explained that the books will be purchased from building funds that are escrowed over time to fund new textbooks. The text, *Psychology: Principles in Practice*, by Spencer A. Rathus, published by Holt McDougal, 2010, was reviewed by the AHS social studies department and council chairs. Ms. Dalton said the current text is 15 years old and no longer in print. Ms. Dalton introduced Mr. Jeff Corson, psychology teacher at AHS.

Ms. Howell asked why this text was chosen over the others that were reviewed. She also asked what “interactive online edition” means. Mr. Corson responded that this text was selected because it differentiates between the regular psychology course and the Advanced Placement psychology course. He explained that for an additional cost, a variety of interactive learning experiences are available. For now, AHS is purchasing the textbook only. Ms. Chandler asked if students will be taking the book home, and Mr. Corson responded that students will have homework assignments from the textbook. Ms. Stanish commented that the book is very up-to-date, and Ms. Chandler noted there are a wide variety of topics covered.

Mr. Colwell thanked Ms. Dalton and Mr. Corson. This item will return for action on May 14.

Universal Literacy Framework: Update, Phase I Schools

Ms. Connie Bouwman, assistant superintendent of learning services, explained that in fall 2008, five elementary schools implemented the Universal Literacy Framework (ULF) to deliver literacy instruction. She stated that teachers have done a wonderful job in adapting to this change, with the goal of helping every teacher become a highly effective literacy teacher. The five schools participating in Phase 1 implementation are: East, Field, Hopkins, Moody, and Whitman.

Ms. Jean Martinez, director of elementary education, introduced two consultants who have assisted with the implementation of the ULF, Deb Smith and Dr. Barbara Trenholme. She also welcomed principals from the five Phase 1 schools, who will “tell the story” of the first year of implementation.

Mr. Mike Montgomery, principal, Field Elementary School, said the ULF implementation has been a significant change. As part of this implementation, Field has changed to a school-wide model for use of federal Title I funds, which enables teachers to provide support for more students. Mr. Montgomery said Field developed a leadership team and focuses on data to inform instruction.

Mr. Doug Andrews, principal, Moody Elementary School, said the Literacy Institute held in June 2008 was high value training for his staff, helping them to better understand the ULF model. He said the literacy and instructional coaches play a major role in staff development, and the ongoing training has helped to keep the focus on literacy instruction. Mr. Andrews shared recent Measures of Academic

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Progress (MAP) results, stating that scores had increased by approximately eight to nine percent.

Ms. Julie Carlson, instruction coordinator, explained that the ULF defines essential components necessary to build an effective reading block and establish consistent expectations and understanding across the district. The ULF will help the district reach the 90 percent student achievement goal while providing equal opportunities for learning for all students.

Mr. Greg Sumlin, principal, East Elementary School, said that East is focusing on reading and writing, and the ULF provides a vehicle to increase instructional intensity and raise the bar for improved student achievement. He commented that it has been a challenging but rewarding year for his staff. He explained that student achievement data is used more frequently, the vertical alignment from grade to grade has improved, along with improved collaboration among teachers.

Mr. Drew Brueckner, principal, Hopkins Elementary School, said his staff has made a tremendous effort this year to improve student achievement through the ULF. He commented that teachers set goals and are developing professionalism. He also stated that the literacy coaches play a powerful role in the process.

Ms. Martinez said this has been a year of learning and principals have established a culture in their schools that all students are learners.

Ms. Stanish remarked that the principals have offered inspiration and a reminder of the important work that is taking place in classrooms. She said she appreciates the attention to consistency and vertical alignment. She asked how teachers are handling the changes. Mr. Andrews said he hears positive comments from teachers and they believe the ULF is working. He said teachers are already outlining next steps for the upcoming school year.

Ms. Nichols said she was pleased to see the enthusiasm demonstrated by the five principals here this evening. She asked about community reaction to the ULF model. Mr. Montgomery responded that some parents had questions and concerns at the beginning of the school year because they could sense the stress teachers were feeling. Many parents are taking a “wait and see” attitude, while demonstrating trust and acceptance of the new system.

Ms. Chandler said she is impressed with the passion she sees. She asked how the ULF ties to Professional Learning Communities (PLC). Mr. Sumlin said it is the transparency that links the two concepts – everyone has an opportunity to provide feedback. Mr. Brueckner added that at Hopkins all staff meetings use the PLC model and teachers use data to inform instruction.

Ms. Howell expressed her appreciation for the opportunity to hear from principals. She thanked the principals for creating an environment where teachers feel comfortable trying new things. She asked about ongoing training and support after the consultants complete their work. Mr. Montgomery responded that teachers will be accountable for continued use of the ULF model, and positive student achievement results will help to institutionalize the practices. Ms. Howell asked if training for Phase II schools will be the same as last year’s Phase I training.

Ms. Bouwman responded that many schools have begun implementation this year on

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their own. She said the ultimate goal is to hold a summer academy for teachers each year that provides entry-level training in literacy and math instruction.

Mr. Colwell asked if teachers are feeling overwhelmed with the new model of instruction. Ms. Deb Smith said she has heard positive feedback from teachers at Field this week. Mr. Colwell asked if most students are receiving the level of instruction they need at the Tier 1 level. Mr. Montgomery responded that instruction at the Tier 1 level is being adjusted as needs are identified, and Mr. Brueckner added that the amount of time for Tier 1 instruction has increased.

Ms. Howell asked Ms. Carlson to share her observations, and Ms. Carlson responded that initially the instructional and literacy coaches were worried about the teachers and worked hard to find the resources to best assist them. She said coaches and planning days have helped teacher morale.

Ms. Stanish asked if students are more engaged in learning. Mr. Montgomery said all students are being exposed to grade level text for the first time, and students are given the support they need to read at grade level. Mr. Brueckner said the quality and volume of writing has increased with the use of laptops. Mr. Sumlin said he sees an increase in the level of student excitement about learning.

Mr. Murphy expressed his excitement for the growth and learning that has taken place, stating that this is what we are about as a district.

Mr. Colwell thanked the learning services team and the principals for their tremendous effort and enthusiasm.

Student Achievement Tracking System

Ms. Bouwman introduced Ms. Patti Turner, assessment coordinator, and Ted Miller, System Administrator, who have collaborated to create an in-house student achievement tracking system called AssessTrack.

Ms. Turner explained that the need for a new system became evident as administration began using the data warehouse scorecard to create a student achievement index to track progress on the 90 percent goal. The technology did not adequately serve these needs and a new program was developed to specifically address these needs. Ms. Turner and Mr. Miller provided a live demonstration of the capabilities of AssessTrack. Mr. Miller said this is intended to be a dynamic program and updates will be made as needed. A key feature of the program is the ability to “flag” certain data points so teachers can quickly identify students who need specific support.

Mr. Colwell asked if AssessTrack is tied to Infinite Campus (IC), and Ms. Turner said it is. Teachers enter data into IC, and Mr. Miller can add it to the AssessTrack data base.

Ms. Stanish asked how teachers are being trained to use AssessTrack. Ms. Turner responded that principals and instructional and literacy coaches have viewed a demonstration of the program. Teacher training will be ongoing with feedback provided through focus groups in the fall to determine how well the program works for teachers. The official roll-out of the program will be on Data Days in August. Mr. Miller pointed out that each screen contains text to help users.

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Ms. Chandler asked if there is a place for teachers to write comments. She also said the flags will be very helpful to users. Mr. Miller said that currently there is no area for written comments, but that will be added. He also said that the feedback on the flags has been positive. Ms. Howell expressed appreciation for the program and its usefulness to teachers.

Mr. Colwell thanked Ms. Bouwman and her department for providing the impetus to reach this point in tracking student achievement.

Future Agenda/Adjournment

Mr. Murphy distributed a draft agenda for the May 14, 2009, Board meeting. An executive session is tentatively scheduled at 5:30 p.m. to discuss negotiations. Discussion items include PLC Update, Part 2—Secondary Simulation, School Finance Update, Considerations for Repurposing Ames/Whitman, and Intergovernmental Agreements and Lease with South Suburban Park and Recreation District.

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

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

MOTION CARRIED: 5-0.

The meeting adjourned at 10:10 p.m.

Respectfully submitted,

Bob Colwell
President

Sue Chandler
Secretary

ks (5/18/09)