

# RECORD OF PROCEEDINGS

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## ARAPAHOE COUNTY SCHOOL DISTRICT NUMBER SIX

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

April 26, 2007

#### *Call to Order*

President Diana Holland called the meeting to order at 6:00 p.m. in the Boardroom of the Education Services Center, 5776 South Crocker Street.

#### **Present**

Diana Holland, President  
John Dunn, Vice President  
Sue Chandler, Secretary  
Bob Colwell, Treasurer  
Renée Howell, 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

#### ***Board Executive Session: Negotiations Update***

MOTION: Ms. Howell moved that the Board of Education convene into executive session to discuss negotiations with Mr. Scott Murphy, Mr. Mike Owens, Ms. Lucinda Hundley, Ms. Connie Bouwman, and Mr. Kirk Madsen per Colorado Revised Statutes 26-4-602—Meeting—Open to Public section (4)(e) relating to negotiations. SECOND: Mr. Colwell. AYE: Chandler, Colwell, Dunn, Holland, Howell. MOTION CARRIED: 5-0.

The regular meeting began at 6:35 p.m.

#### **Approval of Minutes**

Ms. Holland asked if there were any corrections to the minutes of the April 12, 2007, regular meeting. There were none.

MOTION: Ms. Chandler moved that the Board of Education approve the April 12, 2007, regular meeting minutes as presented this evening. SECOND: Mr. Colwell. AYE: Chandler, Colwell, Dunn, Holland, Howell. MOTION CARRIED: 5-0.

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

Mr. Murphy introduced Dr. Kathy Whitaker, professor of educational leadership and policy studies at the University of Northern Colorado, who presented Mr. Mike Owens, assistant superintendent of human resources, with the Educational Leadership Award from the University Council for Educational Administration.

Mr. Murphy reported that the district received an "AA" rating by Standard & Poor for the district's general obligation fund. He also indicated that Karl Fisch's film, "Shift Happens," has been selected for inclusion in the Mountain Film Festival in

## RECORD OF PROCEEDINGS

---

Telluride in May. He also noted that Heritage High School seniors Alex Chandler and Jack Charles participated in the Duke University Moot Court event competition this spring.

Mr. Murphy announced that several seniors have futures in the military: Alex Horn, Eric Wallace, and Kaeli Kluesner from Arapahoe High School have received appointments to the United States Air Force Academy; Nate Pendleton from Heritage High School has been appointed to attend West Point; Sarah Otey from Littleton High School will be attending the Coast Guard Academy; and Matthew Bennet from Littleton High School has received a full-ride Reserve Officer Training Corps (ROTC) scholarship from the Navy.

Mr. Murphy reported that a number of students have received scholarships. He noted that to be a National Merit finalist, one must score in the top 1 percent on the Preliminary Scholastic Aptitude Test (PSAT) and excel in extracurricular and community activities.

He also noted that Boettcher scholars are provided full tuition, fees, books, and a living stipend for four years at any college or university in Colorado. Boettcher scholars must rank in the top 5 percent of their class, and score at least 1,200 out of a possible score of 1,600 on the Scholastic Aptitude Test (SAT).

The scholarship recipients recognized this evening were as follows: Zack Rubenstein, Arapahoe High School, is a National Merit finalist who plans to attend Rice University next year. L.B. Ek, Heritage High School, has received a National Merit scholarship, a Western Union Scholarship, and full-tuition Heritage Scholarship for eight semesters to Brigham Young University (BYU). He will either attend Cal-Tech or BYU. Alex Berger, Littleton High School, received the National Merit William and Frances Shoor Fund Scholarship and the Walter Brattain Scholarship. He is considering attending Stanford University next year. Alex Berger and Greg Sobetski, took second place at the State Policy Debate Tournament. Greg Sobetski also received a Boettcher Scholarship and a corporate-sponsored National Merit Scholarship. He plans to attend the University of Denver. Aparna Ravilochan, Littleton High School, received the College of Urban and Public Affairs (CUPA) Scholarship and will attend the University of Colorado (CU); Drew Van Denver, Littleton High School, received several National Merit Scholarships including those from Claremont-McKenna, Whitman, Macalester, Carleton, Lewis and Clark, and the Outstanding Junior Scholarship at the University of Colorado. Next year, he plans to attend CU. Andrea Willmann is a National Merit Hispanic Scholar and has received an \$80,000 scholarship at the University of Arizona. She plans to attend either the University of Arizona or CU-Boulder.

### **Board Reports/Requests**

Mr. Colwell attended the Gifted/Talented (G/T) Advisory Council, the Board Candidate Forum, the Career and Technical Advisory meeting, and reported on the results of the Future Business Leaders of America (FBLA) competition.

Ms. Howell attended the Educational Technology Advisory Committee (ETAC) meeting at Sandburg Elementary School, and noted the next Special Services

# RECORD OF PROCEEDINGS

---

Advisory Committee (SSAC) meeting is on May 2. She also attended the Science, Technology, Engineering, and Mathematics Education Coalition (STEM-EC) meeting, numerous soccer games, the National School Board Association (NSBA) convention, the Arapahoe High School Art Attack, and the Board Candidate Forum.

Ms. Chandler attended a Littleton Leadership Planning Committee meeting, the National School Board Association (NSBA) convention, and visited Wilder's art show today. She also thanked all of the staff involved and the juniors who took the state American College Test (ACT).

Ms. Holland said the District Accountability Committee (DAC) met last week with a panel of high school students. She also attended the Board Candidate Forum, the NSBA conference, and the Arapahoe High School Art Attack reception.

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

Sam Drury said the district achievement goal is challenging, but it is not that visible on the district website, which enables institutional inertia.

Jack Randall distributed the results of the Science Olympiad, complimenting both Goddard and Powell middle schools teams.

## **Action**

### **Consent Agenda**

Ms. Holland asked if there were items to be pulled for further discussion.

Ms. Holland and Mr. Murphy recognized Dr. Shirley Trees, director of elementary education, for her many years of service to Littleton Public Schools. Dr. Trees has accepted a position in another district.

MOTION: Mr. Colwell moved that the Board of Education approve the recommended consent agenda numbered 1.1 concerning Personnel Recommendations, 1.2 Textbook Adoption: Multiple Copy Literature List, 1.3 Board Policy KCB and KCB-R—Review of Decision at Request of Community Members, 1.4 Electronic Reading Assessment Title Selection, and 1.5 2007–2008 Employee Benefit Plans. SECOND: Mr. Dunn. AYE: Chandler, Colwell, Dunn, Holland, Howell. MOTION CARRIED: 5–0.

### **Non-renewal of Probationary Teacher Contracts—Recommendations for the 2007–2008 School Year**

Mr. Owens indicated that annually the district is called upon to carefully assess its staffing needs for the coming year and, consistent with Colorado law, to give written notice by June 1 to those probationary teachers whose contracts will not be renewed. A final list of teachers recommended for non-renewal was available for Board members.

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 non-renewed for the 2007–2008 school year. Nineteen (19) teachers are being recommended for non-renewal because of budget

# RECORD OF PROCEEDINGS

---

considerations, decrease in student enrollment, program flexibility/need, and long-term substitutes.”

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

The Board convened into executive session to consider the superintendent’s recommendations at 7:22 p.m.

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 non-renewal. SECOND: Ms. Howell. AYE: Chandler, Colwell, Dunn, Holland, Howell. MOTION CARRIED: 5–0.

The Board reconvened into public session at 7:39 p.m.

MOTION: Mr. Dunn moved that the Board of Education approve as per CRS 22-63-203, the Superintendent’s recommendation of probationary teachers to be non-renewed for the 2007–2008 school year as presented this evening. SECOND: Mr. Colwell. AYE: Chandler, Colwell, Dunn, Holland, Howell. MOTION CARRIED: 5–0.

## *Discussion*

### **Physical Education Curriculum Revisions**

Ms. Bouwman, assistant superintendent of learning services, indicated that a physical education curriculum review committee was formed to review the district’s current K–12 physical education curriculum, which was last approved in May 1998. As the first step in the revision process, proposed revisions to the philosophical assumptions were presented to the Board in November 2006. This evening, Ms. Susan Dalton, curriculum coordinator, presented revisions to the complete K–12 physical education curriculum for Board review and discussion.

Ms. Dalton indicated the philosophical assumptions are based on national and state standards, support the need for the Physical Education (PE) curriculum, and set the goal to physically educate students to have the skills and confidence to enjoy healthful activity for a lifetime.

Ms. Dalton highlighted the following revisions: an optional preschool curriculum is presented; the curriculum is divided into grade spans, K–2, 3–5, 6–8; the high school curriculum is divided into seven categories with a list of courses that are now organized around essential learnings and skills. Ms. Dalton also said the new format supports the Professional Learning Communities (PLC) discussions.

Ms. Dalton highlighted that in 2006–2007, the curriculum review committee wrote revisions. The revised curriculum was shared with district PE teachers via e-mail and during a District Council meeting as well as with the District Accountability Committee (DAC).

Ms. Dalton explained next steps include guided practice, budget dollars will be released this summer to support the purchase of equipment, and opportunities through Professional Learning Communities (PLCs) and District Council meetings to collaborate on curriculum.

## RECORD OF PROCEEDINGS

---

A panel of teachers, Peggy Hester, Katie Abner, Mary Wilson, Jason Hill, and Lisa Knafelc were available to answer the Board's questions.

Ms. Howell asked about the budget. Ms. Dalton said there is an amount of money set aside for implementation. Ms. Holland noted that this budget is part of the textbook escrow.

Board members thanked the committee for their hard work. Ms. Chandler said the curriculum was very thorough but asked if there is sufficient time to teach all of it. Ms. Hester said it is difficult to meet all of the targets, but teachers tend to select activities that impact multiple targets. It was noted that the time at elementary school is very limited.

Mr. Colwell said research shows lifelong activity has a direct relationship with health, but it does not appear that health issues like obesity and diabetes are addressed in the curriculum. Ms. Dalton responded there is a health curriculum that focuses on these issues. Ms. Knaflec also said at the middle school, the physical education (PE) curriculum does focus on a healthy being. It was also noted that the state standards mention physical activities and testing, such as field days, fun runs, etc. Ms. Howell highlighted that former President Clinton spoke at the National Association of School Board (NSBA) conference about children and their health.

Ms. Holland appreciated the groupings in the curriculum.

This item is scheduled for action on May 17.

### **Family and Consumer Sciences Curriculum Revisions and Textbook Adoption**

Ms. Bouwman noted in June 2005, the Board approved revisions to the Family and Consumer Sciences curriculum. Guided practice occurred during the 2005–2006 school year and final revisions have been made as suggested by teachers during the guided practice period. In addition to curriculum revisions, a list of proposed textbooks to be used in the Family and Consumer Sciences courses was presented.

Ms. Dalton introduced Mimi Leonard, coordinator, career and technical education; teachers Patti Rains, Arapahoe High School; and Yvonne Loyd, Littleton High School; who were present to answer the Board's questions. Ms. Dalton said national and state standards guided their work and more rigor was added to the curriculum objectives. In addition, it was noted that Fashion Design 1 & 2 and Interior Design 1 & 2 qualify for college credit. Patti Rains said the committee met with college instructors and working professionals on the Fashion Design courses. She also pointed out that Littleton Public Schools (LPS) was the first to receive such approval for the Fashion Design course.

Ms. Howell asked if it is common practice to work with colleges. Ms. Rains said the staff wanted to be sure students were prepared for college, and if they complete the program, they will get credit at a community college.

Ms. Chandler asked if there are relevant community activities. Ms. Rains responded there are specific units of study.

Mr. Dunn said after two years of guided practice, the curriculum must have been very thorough as there were no changes to the curriculum.

## RECORD OF PROCEEDINGS

---

Ms. Chandler asked the interest level of students and Ms. Holland asked the percentage of students in these courses to the total number of students in a high school. The response was there is a strong interest and currently they are 24 students in Fashion Design. As an example, at Arapahoe High School, there are approximately 400 students enrolled in these courses.

This item will return for action on May 17.

### **Course Addition and Textbook Adoption: Business Marketing**

Ms. Bouwman reported that two elective courses and proposed textbooks in the Marketing/Business subject area are being presented for the Board's consideration. The courses and textbooks are as follows: Course Title: Entrepreneurship; Textbook: *Entrepreneurship and Small Business Management*, Glencoe, 2006; Course Title: Sports and Entertainment Marketing, Textbook: *Sports and Entertainment Market*, McGraw Hill-Glencoe, 2005.

Ms. Bouwman said both courses are designed to meet the requirements of students who participate in the Distributive Education Clubs of America (DECA). Students must be co-enrolled in a marketing class to meet these requirements. Currently there is only one marketing course available, which students typically take during their junior year, leaving seniors without other marketing class options. She went on to say that the addition of these two courses will provide students in DECA with hands-on opportunities to connect classroom learning to real world marketing/business situations.

Mimi Leonard was present along with teachers Jeannie Krueger, Heather Greenwood, and Erin Grantham to answer the Board's questions.

It was noted that there are approximately 150 students involved in the program at Arapahoe High School, and the rationale for the course addition is to allow seniors to continue with marketing classes.

Mr. Dunn commented the textbooks are excellent and the entrepreneurship courses appear interesting. He asked if outside speakers are used, and the response was yes. Mr. Colwell asked when Heritage High School would offer these courses.

Ms. Leonard said they would begin with the first year marketing class and add on from there. Ms. Holland said she appreciated the teacher planning units. It was also noted that these courses have been approved by the community college system.

This item will return for action on May 17.

### **Accountability Tools for Embedded Time**

Ms. Bouwman and Ms. Hundley, assistant superintendent of student support services explained this initiative would be a two-part accountability plan for the ten-day embedded time. Ms. Bouwman said the purpose of the plan is to provide accountability to the public for the use of the embedded time and to provide a clear and concise guide for sites as they work toward the district achievement goal.

Ms. Bouwman indicated that the formal process began at a K-12 principals meeting where principals were asked to individually fill out a T-chart. Administration then collated all responses and reviewed them at a Learning

## RECORD OF PROCEEDINGS

---

Support Team (LST) meeting where they developed a format and took it back to the K–12 principals for their approval and comments. The following working principles were developed: simplicity and depth; accountability and transparency to public for use of embedded time; robust accountability measures for student achievement; establish the fit between school improvement plan (SIP) and the PLC work; and a clear, concise, and consistent guide for sites.

Ms. Hundley indicated that Part I outlines the accountability measures for the use of the late-start time and is presented in two phases. She explained that in Phase 1 for 2007–2008, the SIP goals and action plans will be developed in November; a schedule of PLC meetings, times, and locations will be identified and ongoing; a record of PLC meetings will be maintained in the office; the school accountability committees and Parent-Teacher Organization (PTO) advisory groups will meet at least one time per semester. Ms. Hundley noted that accountability is not just at the district level, but the building level as well.

Mr. Colwell asked where the oversight committee fits in. Ms. Hundley said the committee will begin meeting in January 2008 in order to allow time for data to be gathered on the 10-day late start.

Ms. Hundley went on to say that Phase 2 adds the evidence of values, commitment statements and shared norms; Strategic & Specific, Measurable, Attainable, Result-oriented and Time-based (SMART) goals for student achievement with common assessments and scoring rubrics; evidence of pyramid of interventions; and ongoing tracking and reporting on student progress.

Ms. Bouwman reiterated that Part II is the student achievement accountability piece and this includes the district goal of 90 percent of all students will be on or above grade level in reading, math, writing, and science by 2011; and the achievement gap in student performance will be cut in half by 2009. She said the evidence will include the results of large-scale assessments [Colorado Student Assessment Program (CSAP), Measures of Academic Progress (MAP), Colorado Basic Literacy Act (CBLA)]; 2<sup>nd</sup> grade writing; grade level/content common assessments; tracking progress throughout the school year on SIP goals; individual student progress tracking; and a Grade Level Indicator Calculation beginning in September, 2007 and annually thereafter. Ms. Bouwman noted the Grade Level Indicator Calculation will be a discussion item on the next Board meeting agenda.

Ms. Hundley said it was important to use existing systems that are meaningful. She said the communication plan consists of regular updates to the Board; information in newsletters and to various district advisory groups, and updating the district web site with relevant information.

Two citizens addressed the Board on this item.

Sam Drury said he liked this presentation and asked that a correction be made on the district website on the school year for measurable results.

Pam Cirbo said she was encouraged with the amount of work that staff has put into this effort, especially the pyramid of interventions.

## RECORD OF PROCEEDINGS

---

Ms. Howell said the City of Centennial held their state address and the district's 90 percent goal was in the forefront.

Ms. Chandler asked where community concerns should be directed. Ms. Hundley responded to the school principals first, followed by the level directors, Ms. Bouwman and herself. Mr. Dunn suggested identifying a source of funds for the pyramids of interventions. Mr. Murphy noted that it is important that accountability and data never be used as a weapon. Rather, data should be used to determine what works and what doesn't and make adjustments along the way. Mr. Colwell said it is important that the PLC is not viewed as an added burden for teachers. Ms. Chandler asked if there were plans to have a survey to obtain more information.

Ms. Hundley said a survey was not planned, but administration will look at various ways to get feedback. Mr. Dunn said it is important to make the district goal as visible as possible.

### **Long-Range Budget Update**

Mr. Kirk Madsen, assistant superintendent of operations, noted that the Board's key values and financial goals following the 2004 mill levy election were to preserve teaching positions and textbook funding, provide supplemental funds for programs, stretch reserves through 2009–2010, balance the budget with available resources, and match recurring expenditures with recurring revenue.

Ms. Donna Holstlaw, director of finance and risk management, presented the long-range projections and revenue assumptions which included: student enrollment will continue to decline; per pupil revenue (PPR) is at 4.6 percent for 2007–2008; PPR includes 2.5 percent cost of living adjustment (COLA) increase annually plus 1 percent Amendment 23 until fiscal year (FY) 2011; other revenue is projected at a 2.5 percent increase annually. Long-range projections and expenditure are: salaries cost of living adjustment (COLA) and step increase at 4 percent in 2007–2008; salaries and steps 2.5 percent increase annually FY 2009–2012 (matched to school finance funding increase); health insurance increase 15 percent annually; Public Employees Retirement Association (PERA) employer contribution rate increase of .9 percent annually; purchased services, supplies, and capital by 3 percent annual inflation increase; utilities and fuel \$225,000 average annual increase; curriculum escrow funding stops in 2010–2011; expenditure rate credit of 0.5 percent; Board approval of Amendment 23 spending of approximately \$950,000 annually until FY 2011.

Mr. Scott Myers, chief financial officer, presented the General Fund long-range projections. He highlighted the revenues increased by 10 percent but expenditures increased by 18 percent. He said he believes the assumptions are reasonable when you look at the district's history and highlighted once we get past 2010, the reserves decline significantly with deficit spending beginning as early as 2008.

Mr. Myers said some forces that will impact assumptions are legislative changes, actual student enrollment, School Finance Act funding, salary changes, health insurance rates, utilities and fuel rates, one-time expenditures and rollovers, expenditure and revenue collection rates, budgetary reductions, and the mill levy override election.

## RECORD OF PROCEEDINGS

---

Mr. Myers indicated there is a built in imbalance in that the weighted staffing formula does help the district control costs in times of declining enrollment but does not completely make up the difference. There are also some hyper costs, beyond inflation rate, such as, PERA, health insurance, utilities and fuel, and one-time costs. Mr. Myers highlighted that presently PERA is at an 11.15 percent total contribution per year, but will reach 15.65 percent by 2012, and there is a 108 percent increase in program funding by 2012. Some one-time expenditures are the J.D. Edwards (JDE) conversion, curriculum, and the 2004 override expenditures. Mr. Myers explained the district's override capacity is \$3.6 million or 3.2 mills.

Mr. Myers said some positive points are the district presently has funded Taxpayer's Bill of Rights (TABOR) and other designated reserves; current revenue over current reoccurring expenditures is expected to be positive through FY 2009; the \$6.5 million mill levy override has bridged the gap until 2010 as planned; and the Board's 2004 election goals have been a success. Future considerations include a possible mill levy election, budget reallocations, and a review of options with the Financial Advisory Committee (FAC).

Ms. Howell asked when will the district begin discussions with the community on the future budget forecast. She noted past practice was to cut the budget first, and then go for an election. Ms. Holland said it might be important to also look at facility use.

Mr. Dunn said realistically November 2008 would be the time to pursue a possible mill level election. Ms. Howell asked how far out would the PERA increases go and the response was not until it is properly funded.

### **Future Agenda/Adjournment**

Mr. Murphy distributed a draft agenda for the May 17, 2007, Board meeting. Action items included Teacher Status Recommendations for the 2007–2008 School Year. Discussion items include K–12 Social Studies Curriculum Revision, Collective Bargaining Agreement for 2007–2008, Employee Compensation and Benefits for 2007–2008, Accountability for Student Achievement, English Language Acquisition (ELA) Program Update, and Board Policy IMDB—Flag Displays.

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

SECOND: Mr. Colwell. AYE: Chandler, Colwell, Dunn, Holland, Howell. MOTION

CARRIED: 5–0.

The meeting adjourned at 10:20 p.m.

Respectfully submitted,

Diana Holland  
President

Sue Chandler  
Secretary

jcB01-25-07 (5/18/2007)