

RECORD OF PROCEEDINGS

ARAPAHOE COUNTY SCHOOL DISTRICT NUMBER SIX

Littleton, Colorado BOARD OF EDUCATION Minutes of Regular Meeting

May 31, 2007

Call to Order

President Diana Holland called the meeting to order at 5:30 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 Workshop: Legislative Update

Tonette Salazar, district lobbyist, Salazar & Associates, gave a legislative report highlighting the Senate and House Bills introduced and summarizing school finance.

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 May 17, 2007, regular meeting. There were none.

MOTION: Mr. Colwell moved that the Board of Education approve the May 17, 2007, regular meeting minutes as presented this evening. SECOND: Ms. Howell. AYE: Chandler, Colwell, Holland, Howell. ABSTAIN: Dunn. MOTION CARRIED: 4-0.

Superintendent's Report

Mr. Murphy announced that Heather Coogan has been named the new Littleton Police Chief. He noted that she and her family have lived in Littleton for many years.

Mr. Murphy also reported that school ended last Thursday and he wished all LPS students and their families a wonderful summer.

Mr. Murphy and the Board of Education recognized Burt Chevrolet for its 50 years in partnership with LPS and its drivers' education program. Lloyd Chavez, chairman of the Board of Burt Automotive Network, and A.J. Guanella,

RECORD OF PROCEEDINGS

Vice President of Burt Chevrolet, were present to receive the award. Mr. Murphy highlighted that Burt Chevrolet has also sponsored summer baseball teams for all three high schools and youth hockey programs that involve LPS students; provided shirts for various teams at all three high schools; helped pay for the baseball scoreboard at Arapahoe; and purchased advertising in programs at all three high schools.

Harry Buckner, drivers' education coordinator, personally thanked Lloyd Chavez and A.J. Guanella for ongoing support. He has been the district's drivers' education coordinator since 1969.

Mr. Murphy recognized Dr. Shirley Trees, director of elementary education, for her leadership in the district and wished her well in her new position at Lewis Palmer School District.

Board Reports/Requests

Mr. Colwell attended various graduations, the Career and Technical Education Appreciation Dinner, and the C-21 panel presentation at Arapahoe High School.

Ms. Howell attended various graduations, the Educational Technology Advisory Committee (ETAC) meeting at Centennial Academy, and the transportation department barbecue.

Ms. Chandler attended the transportation department barbecue, various graduations, and the Colorado Association of School Boards (CASB) training session for school board members on board/superintendent relationships and roles.

Mr. Dunn attended the Rocky Mountain School of Expeditionary Learning (RMSEL) Board meeting and noted 25 seniors graduated this year. He also announced that his son recently graduated from the Naval Academy.

Ms. Holland attended numerous graduations, including Transitions, Options, and Pathways. She also attended the planning meeting for the upcoming Greater Littleton Youth Initiative (GLYI) conference.

Citizens' Requests to Speak to the Board

Sam Drury spoke about accountability and noted a number of things on the district Web site, such as, the current administrative work plan is not on the site and only five schools have their school improvement plans on their web sites.

Pam Cirbo said in June 2004 she spoke to the Board about grade inflation at poor performing schools and asked the Board to review Board Policy IKE—Promotion and Retention of Students.

Action

Consent Agenda

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

It was noted that consent agenda numbered 1.3 Resolution Authorizing an Amendment to GE Capital Technological Equipment Lease allows the district to increase its leasing authorization level from \$2,000,000 to \$3,000,000.

RECORD OF PROCEEDINGS

MOTION: Ms. Howell moved that the Board of Education approve the recommended consent agenda numbered 1.1 concerning Personnel Recommendations with additions made this evening, 1.2 K–12 Social Studies Curriculum Revisions, 1.3 Resolution Authorizing an Amendment to GE Capital Technological Equipment Lease, and 1.4 Board Policy IMDB—Flag Displays. SECOND: Mr. Colwell. AYE: Chandler, Colwell, Dunn, Holland, Howell. MOTION CARRIED: 5-0.

Ms. Connie Bouwman, assistant superintendent of learning services, introduced Jeanne Martinez as the new director of elementary education. Dr. Trees introduced Janie Youderian as the interim principal at Franklin Elementary for next year.

Collective Bargaining Agreement between Littleton Public Schools and the Littleton Education Association

Mr. Mike Owens, assistant superintendent of human resources, indicated that proposed amendments to the current Collective Bargaining Agreement include an increase to the salary schedules of 4.6 percent, a change in health carrier and an increase in district contribution to health insurance premiums, language in section 10.4.1 and 10.4.2 to provide paid time off benefits for adoption comparable to normal child birth, language in section 11.2.1 changing the work year from 186 to 183 days to accommodate the calendar incorporating Professional Learning Community (PLC) days and language in section 12.2 providing limitations on tuition reimbursement to teachers on a 93/93 contract. The effective dates of the amendments to the Collective Bargaining Agreement will be August 1, 2007.

One citizen addressed the Board on this item.

Todd Soderberg reported that of the 375 Littleton Education Association (LEA) members who voted, 373 voted to approve the agreement. He said the 4.6 percent increase helps the district keep up with neighboring districts on salaries and benefits. On behalf of teachers, he thanked the Board of Education.

Diana Holland thanked the negotiating team for their hard work.

MOTION: Mr. Colwell moved that the Board of Education approve the amendments to the Collective Bargaining Agreement between Littleton Public Schools and the Littleton Education Association effective August 1, 2007, as presented on May 17, 2007, and summarized this evening. SECOND: Ms. Chandler. AYE: Chandler, Colwell, Dunn, Holland, Howell. MOTION CARRIED: 5-0.

Employee Compensation and Benefits for 2007–2008

Mr. Owens indicated that teachers will receive an increase of 4.6 percent to the salary schedules plus steps and lanes. In addition there will be an increase in district contribution to health insurance premiums.

For classified employees, they will receive an increase of 4.6 percent to the classified salary schedule, plus increments. In addition, there will be an increase in district contribution to health insurance premiums.

RECORD OF PROCEEDINGS

The administrator compensation increase will be equal to the average increase given to teachers and classified employees. This is calculated by a combination of the cost of living adjustment (COLA) plus the average cost of the salary schedule steps. This will be awarded to administrators, administrative support and technical support personnel. In addition, there will be an increase in district contribution to health insurance premiums.

MOTION: Ms. Howell moved that the Board of Education approve the compensation and benefits package for the 2007–2008 school year for all employees of Littleton Public Schools as presented on May 17, 2007, and summarized this evening. SECOND: Mr. Dunn. AYE: Chandler, Colwell, Dunn, Holland, Howell. MOTION CARRIED: 5-0.

Discussion

Elementary World Languages Study Group

Ms. Bouwman indicated that at the request of the superintendent, a group of administrators, teachers, parents, and students was convened in spring 2007 to explore options for adding world language instruction at the elementary level.

Dr. Trees indicated that Boni Hamilton, IT assistant director; Patsy Jaynes, ESL program coordinator; Nancy Klinedinst, Ames Elementary School principal; Susan Truitt, Heritage High School teacher; and Marnie Yanacheak, parent, were available to answer the Board's questions.

Dr. Trees said the group was charged to explore possibilities and describe models for world language instruction at the elementary level. The following assumptions were made: second language instruction occurs during the school day; second language instruction touches every child at the school site; all models being presented have a sound research base; Spanish is the second language being proposed for most models; and any systematic implementation during the school day has positive marketing implications.

Dr. Trees explained the four models that the group focused on: dual language, Specialized Intense FLES, (Foreign Language Elementary School), FLES and Online Learning: The Rosetta Stone program.

Dr. Trees said the specialized intense FLES occurs daily as part of the literacy or math block using a "push in" model, K–5, with team teaching of 20–30 minute lessons daily. The impact is daily instruction, higher levels of second language fluency than FLES, and a need for full-day kindergarten for maximum benefit. The associated costs with this model are library selections, \$5,000; training \$5,000, first year; and a full-time equivalent (FTE), \$48,000, ongoing.

Mr. Dunn asked if that teacher would be team teaching with other classroom teachers, and the response was yes, he/she would be rotating from classroom to classroom.

Dr. Trees then explained dual language (also called two-way immersion) where two languages are used to teach academic content. In this model, there is a gradual introduction of the second language until 5th grade when instruction is 50/50. The impact is bilingualism and bi-literacy, availability of qualified native Spanish

RECORD OF PROCEEDINGS

speakers, transfer of teachers to and from buildings, school populations with native Spanish speakers, and a minimum of two classes per grade is required. The costs are \$10,000 per grade level for materials; library selections, \$5,000; training, \$5,000; and transportation undetermined.

Mr. Dunn asked how the program would be implemented, and the response was one grade level at a time. He also asked where the displaced teachers would go, and the response was to other positions within the district.

Dr. Trees said the third model is regular FLES. This is currently used at Field Elementary School. In FLES, the second language is a “special”, and K–5 students receive instruction in 20–30 minute blocks twice per week. The impact is ease of implementation, sound system, vocabulary, cultural benefits, and fluency is not a goal. The cost of the model would be classroom materials at \$10,000; library selections, \$5,000; FTE \$48,000 ongoing.

Dr. Trees went on to say the online learning model is available in 28 languages, lessons are introduced four words at a time supported with photos and audio, includes student verbal and written response, and meter and voice/print allows students to compare their pronunciation to that of a native speaker. This model requires no additional FTE, has flexible implementation, and offers a variety of languages. Costs include software purchase to license 30 computers, \$5,955; annual subscription for 30 seats, \$2,850; 30 headsets at \$32.50 each for a total cost of \$975.

Mr. Dunn asked if the study group recommends one model. Marnie Yanacheak said even though teachers could be displaced, the study group preferred the dual language, but you would have to start out small perhaps with just one school. It also has the potential to bring students into the district.

Ms. Howell asked the committee if they were aware of other models. Ms. Jaynes responded that Douglas County is in its first year and is piloting in nine schools. It was also noted that the Pioneer Bilingual Elementary School in Lafayette conducts a lottery system and does not allow out of district students due to the high level of interest. Ms. Holland asked if there was discussion about the pre-schools.

Ms. Chandler asked how these programs work for students transitioning into our district. Ms. Jaynes said Spanish speaking students will come into the district at grade level, but not in English. As the grade level goes up, it is more difficult because the language is more in-depth. Ms. Hamilton commented that the online program could be used to remediate students coming into the district. Ms. Jaynes went on to say that middle and high school teachers will have to recalibrate their instruction.

Mr. Colwell asked what students learn in first grade, i.e., mechanics, speaking, writing. Ms. Jaynes said fluency is a goal in dual language; in FLES learning vocabulary and learning the language happens at a slower pace. Ms. Howell asked if the Denver International School teaches French, and the response was yes. She also asked how the committee decided on these four models.

Ms. Chandler asked if there is enough time in our curriculum to add world language instruction at the elementary level. Dr. Trees said if a “special” is added, a

RECORD OF PROCEEDINGS

“special,” such as media or computers, would need to be removed as one way to implement the program. Mr. Colwell asked if FTEs are added for the specialized FLES model, and the response was no, that person would be a floater until the school grows. He also asked if training is an ongoing expense, and the response was yes due to new people coming on board.

Ms. Holland asked what are next steps. Mr. Murphy said this is an issue that has been around for some time in the district and the Board has asked how we can attract more students to the district. Elementary World Language is one of several options in that dialogue.

Mr. Dunn asked what the next choice is after dual language. Dr. Trees said there would be value in trying a variety of the models as pilots and each model has potential.

Board Policy IJJA and IJJA-R—Approval for Sources of Electronic Instructional Materials

Mr. Dan Maas, chief information officer, presented a new policy that creates a committee that will review and recommend approval of sources of electronic instructional materials for use as primary curricular content in LPS classrooms.

He noted this is a new policy for Colorado. Because these materials are electronic, they fall into a nebulous category. Mr. Maas noted this is not required by statute or state law, but is good stewardship.

Mr. Mass indicated that with this policy the district is approving content source not the content itself. He noted the last part of the policy refers to community members may request a review using Board Policy KEF—Public Concerns/Complaints About Teaching Activities or Presentations.

Mr. Maas said the regulation then adds detail and has guidelines for how the materials are used. He noted the sources of electronic instructional materials would be reviewed at least bi-annually.

Mr. Colwell suggested at least one parent be included on the review committee.

Ms. Howell asked what is meant by bi-annual, and the response was every two years. Mr. Dunn asked for examples of what might be on the list of content sources. The response was Class.com, Nova Net, Success Maker, etc.

Mr. Dunn complimented the committee on the quality of its first draft policy and regulation.

This item will return for action on June 21.

Fiscal Year 2007–2008 Proposed Budget

Mr. Scott Myers, chief financial officer, presented an overview of the proposed budget for Fiscal Year (FY) 2007–2008, including revenues, expenditures, and mill levies. This is in accordance with Colorado Statutes that a proposed budget be submitted to the Board of Education prior to its final adoption.

Mr. Myers said the budget is comprised of four sections: introductory, organizational, financial, and informational. This budget document has received the

RECORD OF PROCEEDINGS

Association of School Business Officials (ASBO) International Meritorious Budget Award for FY 2006-2007.

He noted some of the general fund budget development factors include Board goals and targeted achievement, mill levy freeze and School Finance Act, Amendment 23, categorical programs funding, employees (PERA, health care, weighted staffing/class size, 4.6 percent base salary COLA), school supplies, new recurring expenditures, and one-time major expenditures. Mr. Myers indicated that General Fund revenues are up 3.2 percent and specific ownership taxes are down for a total of \$123,710,033 for 2007–2008. Looking at General Fund Revenues by source 53 percent is from the state, 39 percent from property tax, 4 percent from other, and 4 percent from special ownership tax. The School Finance Act (SFA) is the largest funding piece at \$96 million, local at \$24 million, and categorical at \$4 million. Ms. Holland clarified that the SFA includes both the state and local.

Mr. Myers highlighted the pupil count will decrease in 2007–2008 by 1.1 percent, but the per pupil revenue (PPR) is going up 4.6 percent. He noted the mill levy is projected to go down to 47.779 in 2008 from 48.907 in 2007.

Mr. Myers then explained Senate Bill (SB) 199 mill levy freeze impact on the general fund property tax revenue. The original projection was \$47,293,602 but with the freeze, the amount is \$48,092,311 for an additional local property tax of \$798,709.

Mr. Myers indicated the general fund expenditures are up by 5.6 percent from \$120,173,065 to \$126,931,082. Of these expenditures, approximately 80 percent is salary and benefits. By function, instruction is 74 percent of the budget.

Mr. Myers then explained the weighted staffing formula saying there has been a reduction of teachers due to declining pupil count. He also showed a class size comparison from 2000 to 2007. He noted the new recurring expenditures are utilities/fuel; school budgetary allocation increase of \$10 per pupil for schools; special education staff, \$140,000; English as a Second Language (ESL) staffing at Field Elementary School and additional staffing at Goddard Middle School, \$96,000; Newton Middle School International Baccalaureate (IB) foreign language staffing, \$48,000; library automation, \$30,000; WEB (middle school link program), \$8,000; CASB annual membership, \$3,000; and Field Elementary School IB annual fee, \$1,800.

Mr. Myers said the following expenses will be incurred for the district's 90 percent achievement goal: \$50,000 for professional development to support PLC implementation, additional \$10 per pupil supply budget increase, \$20,000 for scorecard development, \$75,000 for Advancement Via Individual Determination (AVID), and \$48,000 for a pilot middle school math project. Mr. Myers briefly went over one-time expenditures as follows: new curriculum; JD Edwards (JDE) conversion; wireless technology at schools, \$2,768,500; funding from the 2004 mill levy override in the amount of \$280,120 for math literacy, middle school extended learning, and program improvement grants.

Mr. Myers went over the reserves highlighting there is \$9.7 million in designated reserves with a total fund balance of \$16.1 million. He also noted that by

RECORD OF PROCEEDINGS

June 30, 2008, there is a budgeted fund balance of \$16,112,098 and a deficit of \$3,221,039 that does not include expenditure rate credit.

Mr. Colwell asked when the Board took action to add to the GE lease agreement this evening if those funds were in the reserves. The response was this item is subject to an annual appropriation.

Mr. Myers indicated there is a decrease in the all funds budget appropriation of -2.7 percent, down to \$191,369,041 from \$196,685,663. He clarified the designated purpose grants fund of \$7,233,929 includes federal, state, and local sources. The risk financing insurance reserve fund total appropriation of \$3,219,336 includes a fund balance of \$1,376,858. He noted the more money put into the insurance fund, the less amount is put into the capital reserve fund.

The question was asked what factors are contributing to the increase in the Joint School District (JSD) workers compensation pool, and the response was higher experience on claims and earlier, but depleting credits that minimized the cost of the program.

Ms. Chandler asked if the Southglenn Mall development will provide the district with additional revenue. Mr. Kirk Madsen, assistant superintendent of operations, said there would be \$350,000 from the units they are building that would go into capital reserves. Board members thanked the staff for the thorough presentation.

The final budget will be presented for adoption at the June 28, 2007, regular Board meeting.

Center for Online Studies Update

Ms. Lucinda Hundley, assistant superintendent student support services, indicated that beginning with the 2006–2007 school year, the district developed an online program for high school students in partnership with Arapahoe Community College (ACC). This program was designed to serve high school students who are having difficulty staying on track for graduation and who were previously served in the Arapahoe/Douglas Works! Program. The AD Works! contract was terminated and the Center for Online Studies was initiated in the fall 2006.

Ms. Karen Goodwin, director of alternative education, and Ms. Melinda Ness, coordinator for Gifted and Talented, provided a first year report of operations and made recommendations for the 2007–2008 school year, which include expanding the program.

Ms. Goodwin said the program is located at ACC with morning and afternoon sessions. Each session can accommodate 20 students. She said the program began with eight students but by the end of the year there were 39 students. Ms. Goodwin noted these students had prior truancy or behavior referrals, were at-risk students (off-track for graduation), late transfer students, returning drop-out students, or students with a medical need.

Ms. Goodwin noted 82 percent of their seniors graduated this year. Out of those seniors, 10 came in with truancy and behavior referrals and one was out of district. 81 percent of the students in grades 9–11 have requested to return in August 2007.

RECORD OF PROCEEDINGS

Ms. Holland asked if those seniors were behind in credits, and the response was yes.

Ms. Ness said in the first semester, students took two courses per semester; in 2nd semester, 3.5 courses per student. Their goal was four courses.

Ms. Ness also shared some student and parent comments.

Recommendations are to expand the current program by adding an additional lab allowing the district to serve up to 40 new students during the day each semester, continue program oversight and evaluation, enhance collaboration with ACC, transition Center for On-line Studies (COLS) students into ACC and Joint enrollment/PSEO possibilities and explore an evening program.

Ms. Holland asked if some of these students were from School Attendance Review Board (SARB), and the response was no.

In closing, Ms. Ness presented the some preliminary observations: communication with parents is critical, and the connection with the student's high school is crucial.

Future Agenda/Adjournment

Mr. Murphy distributed a draft of the June 21, 2007, Board agenda. Action items included Board Policy IJJA and IJJA-R—Approval of Sources of Electronic Instructional Materials. Discussion items included Truancy Intervention Program Update, Student Code of Conduct Policy Revisions, Board Policy JLCD and JLCD-R—Administering Medications to Students, and Ninety Percent Student Achievement Goal—Baseline Data: Progress Report. There will also be a workshop on Board Transition Needs and Goals.

MOTION: Mr. Colwell moved that the Board of Education meeting adjourn.

SECOND: Ms. Howell. AYE: Chandler, Colwell, Dunn, Holland, Howell.

MOTION CARRIED: 5-0.

The meeting adjourned at 10 p.m.

Respectfully submitted,

Diana Holland
President

Sue Chandler
Secretary

mcB01-25-07 (6/22/2007)