

RECORD OF PROCEEDINGS

ARAPAHOE COUNTY SCHOOL DISTRICT NUMBER SIX

Littleton, Colorado BOARD OF EDUCATION Minutes of Regular Meeting

October 22, 2009

Call to Order

President Bob Colwell called the meeting to order at 6:30 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

Absent

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 October 8, 2009, regular Board meeting. On page 3, Ms. Chandler corrected the last sentence in the second paragraph, to read, "Ms. Chandler also attended the *first-ever* meeting ..."

MOTION: Ms. Stanish moved that the Board of Education approve the minutes of the October 8, 2009, regular Board meeting as corrected. SECOND: Ms. Howell. AYE: Chandler, Colwell, Howell, Stanish. MOTION CARRIED: 4-0.

Superintendent's Report

Mr. Murphy announced that Carol Blechschmidt, Arapahoe High School calculus teacher was recognized by Massachusetts Institute of Technology (MIT) as the teacher who positively influenced 2009 AHS graduate and MIT freshman Sean Burke. Mr. Murphy said Hayley Brooks, a junior at Littleton High School, and 2009 LHS graduate Emily English won the top prize in the Critical Review category at the October Colorado High School Press Association conference. The LHS yearbook staff won three design-related awards for last year's yearbook. Mr. Murphy said that Arapahoe High School business education students used "skype" technology to talk to successful entrepreneur Jason Shellen, who is the CEO/Founder of Thing Labs.

Mr. Murphy introduced Peter Blei, a LHS senior. He was part of the team that earned top honors during Junior Achievement Business Week for a Halloween-inspired "spoonbender" flavor, which is being sold at Good Times Burgers and Frozen Custard. Peter served samples of the frozen treat to Board members and the audience.

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Board Reports/Requests

Ms. Stanish attended Heritage High School homecoming activities and the Colorado Bandmasters competition at the district stadium. She said LPS students, in cooperation with the downtown Littleton merchants, painted scenes on windows along Main Street. Ms. Stanish reported that the LPS Foundation received a clean audit report. She also attended the Special Services Advisory Committee meeting.

Ms. Howell attended the 30th anniversary celebration at Lenski Elementary School and Heritage High School homecoming activities. She attended an Educational Technology Advisory Committee (ETAC) meeting, which was held at Littleton High School, and the Colorado Association of School Boards (CASB) fall conference and delegate assembly.

Ms. Chandler attended the Parents Presidents Council (PPC) meeting as a guest to hear the Budget Matters presentation and discussion. She said the Greater Littleton Youth Initiative (GLYI) is working to bring back key stakeholders and to redefine its purpose. Ms. Chandler attended a Rocky Mountain School of Expeditionary Learning (RMSEL) board meeting, and a meeting held at the Colorado Department of Education to follow up on the health and wellness conference she attended in Arkansas last year.

Mr. Colwell attended the Heritage homecoming football game. He sat in on the business education class that was using “skype” to talk to Jason Shellen, a successful entrepreneur. Mr. Colwell attended PPC and noted that the group had a number of questions related to the Budget Matters presentation. He also attended the Options fundraiser at Applebee’s Restaurant, the Arapahoe High School National Merit recognition reception, and the District Accountability Committee (DAC) meeting.

Citizens’ Requests to Speak to the Board

Mr. Sam Drury spoke about public visibility of student academic achievement progress, specifically CSAP growth and achievement.

Action

Consent Agenda

Mr. Colwell asked if there were items that needed further discussion. 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 Educational Technology Accountability Committee (ETAC) 2009-2010 Charges and Membership, 1.3 Multiple Copy Literature List, and 1.4 Textbook Adoption: Arapahoe High School.

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

CARRIED: 4-0.

Capital Lease Purchase Agreement: Chase Equipment Finance, Inc.

Mr. Colwell said a citizen signed up to speak to this item, and invited him to come forward.

Mr. Toby Tobin, regional vice-president of Xerox Corporation, expressed concerns about the process used to select a copier vendor.

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Mr. Scott Myers, chief financial officer, explained that administration is requesting approval to enter into a lease purchase agreement to finance the replacement of 25 photocopier machines in district schools. He noted that this copier purchase has been planned for some time as the five-year lease for Xerox copiers is about to expire. Mr. Myers reviewed the lease financing options, noting that JPMorgan Chase Equipment Finance had the lowest interest rate and is the recommendation from administration. This option will also allow the district to negotiate a maintenance contract apart from the equipment lease. At the end of the three-year lease term, the district will own the equipment and intends to keep the copiers in service for five years. Mr. Myers stated that district counsel has reviewed all documents associated with the lease purchase financing agreement.

Mr. Myers explained that Konica/Minolta Business Solutions was the equipment vendor selected from their cooperative bid awarded by the Association of Educational Purchasing Agencies (AEPA), and the purchase is contingent upon approval of financing.

Ms. Stanish asked if the copiers which are being replaced were new or refurbished, and Mr. Myers replied that they were new, and the copiers about to be purchased are also new. Ms. Howell clarified that the payment for this lease purchase is annually appropriated by the Board within the Capital Reserve fund.

Ms. Chandler asked if the new copiers will meet the needs of the schools. Mr. Myers explained that these are multi-functional copiers that will help reduce overall printing costs because documents can be sent directly to the copier for printing instead of printing on a laser printer. Ms. Chandler asked if this lease purchase process was handled differently. Mr. Phil Tinsley, supervisor of purchasing and warehouse, said the district used the cooperative bid process through AEPA, which is frequently used by the district. In addition, the IT department is assisting to add the copiers to the network to streamline printing operations. Mr. Colwell asked for clarification about the multi-functionality, and Mr. Dan Maas, chief information officer, provided additional details about the copier's features.

Ms. Chandler asked if it would be possible to cancel the lease prior to the end of the three-year term. Mr. Myers responded that this is the equipment that will best serve the needs of the schools, and canceling the lease will not occur. Ms. Stanish said she appreciates the coordination with the IT department to maximize the use of technology and use available funds efficiently.

Mr. Murphy commented that the Board is being asked to approve a debt instrument for the lease payments; equipment purchases do not require Board action.

MOTION: Ms. Howell moved that the Board of Education approve the Resolution and Declaration of Official Intent to enter into a lease purchase agreement with Chase Equipment Finance, Inc. and authorize the Secretary of the Board of Education to sign both the resolution and the Certificate of Incumbency for the capital lease purchase totaling \$363,221. SECOND: Ms. Stanish. AYE: Chandler, Colwell, Howell, Stanish. MOTION CARRIED: 4-0.

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Discussion

Special Services Advisory Committee (SSAC) Year-End Report and 2009–2010 Proposed Charge and Membership

Ms. Lucinda Hundley, assistant superintendent of student support services, introduced Rod Larson, Special Services Advisory Committee (SSAC) chair for 2009–2010. Mr. Larson stated that he has been on SSAC for about five years and commented that it is a good forum for discussion between district staff and parents. He reviewed the 2008–2009 charges and the activities of the committee during the past year. He commented on the parent survey, which has been done for the past seven years. Mr. Larson highlighted two areas where changes in proposed charges have been made. The charge to support parents of students with multi-exceptionalities has been dropped due to lack of interest, and a charge to explore needs and solutions for after school programming options for students older than elementary age has been added.

Ms. Stanish said she is pleased to be the Board liaison for this group. She said these are great parents who are solution-driven for the benefit of all children, and they make LPS a better district. Ms. Chandler noted they do important work on legislative issues for the good of students.

Mr. Colwell asked about the date on the proposed membership list, and Ms. Hundley responded that the date is incorrect and will be corrected before submittal to the Board for action.

Ms. Chandler said she appreciated the committee's careful consideration of its charges and the amount of work the committee does each year. Ms. Howell remarked that the group focuses on charges that are relevant.

Mr. Colwell asked if the committee had conversations about the changes that occurred following the closure of Ames and Whitman elementary schools.

Mr. Larson responded that discussions had occurred and concerns expressed by some committee members who were affected. He said most of the concerns have been addressed to the satisfaction of parents.

Mr. Colwell thanked Mr. Larson and the committee for their service to the district. The proposed charge and membership will return for action on November 12.

Secondary Large-Scale Student Assessment Results and Colorado Growth Model

Ms. Connie Bouwman, assistant superintendent for learning services, introduced Patti Turner, assessment coordinator. Ms. Turner explained that secondary large-scale assessments include the Colorado Student Assessment Program (CSAP) and Measures of Academic Progress (MAP) in Grades 6–10. Eleventh grade students are required to take the American College Test (ACT) that is administered by the state. Some students also choose to take the Scholastic Aptitude Test (SAT) as part of college entrance application requirements.

Ms. Turner reviewed district demographic data and noted there is not a large number of students who fall into multiple subgroups. She highlighted results of the 2009 ACT state test, noting LPS students consistently score above the state. The 2009 SAT results show the group of LPS students who choose to take this test consistently score well above the national average.

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Ms. Turner explained how school performance is depicted on the Colorado Growth Model, which shows both achievement and growth. Ms. Turner reviewed 2009 CSAP results for all students and for subgroups in Grades 6–10 for reading, writing, and math. Results for 2008 were displayed for comparison. Ms. Turner noted that gaps exist in subgroups when compared to students not in the subgroup. She highlighted the positive growth in math for Grades 6–8, and pointed out the dip in math scores for ninth grade students. Ms. Turner stated that CSAP science scores were the best ever in LPS.

Ms. Turner highlighted matched cohort data and noted that for the first time students are entering middle school not showing a drop in CSAP math scores. Cohort data for current ninth graders in math also shows an upward trend after three years of instruction using the revised math curriculum. Ms. Turner pointed out CSAP math cohort data for current eleventh grade students (class of 2011) compared to students in the class of 2009 and 2010, and explained that the decline in scores is less steep, which is an encouraging trend. Ms. Turner reviewed MAP growth data and noted that ninth and tenth grade students did not make expected growth in reading. MAP math data shows good growth for all students.

Ms. Howell asked if district data is available for gifted and talented students, and Ms. Turner said she would send the information to Board members. Ms. Chandler asked what strategies have helped to improve and support student achievement. Ms. Turner responded that it is not possible to single out any one thing as it is a combination of strategies that support student achievement. Ms. Stanish said she appreciates the use of data to drive instruction.

Mr. Murphy thanked members of the learning support team, noting it is good to see rewards for efforts made to improve student achievement.

Mr. Colwell thanked Ms. Bouwman and the learning services team, noting it is good to see positive growth.

Multiple Copy Literature List

Ms. Bouwman explained that the Board requested additional time to read and further discuss the book *Little Brother*, by Corey Doctorow. She introduced Ms. Susan Dalton, curriculum coordinator, who reviewed the sequence of events that led to the recommendation to add this title to the multiple copy literature list. Ms. Dalton explained that in spring 2009 the Literature Review Committee did not forward the title to the Board for its consideration. The teacher who submitted the book appealed the decision, and all committee members read the book and met with the teacher. Following that meeting, the committee recommended the book for inclusion on the multiple copy literature list.

Ms. Chandler asked about learner objectives and essential learnings for ninth grade language arts, and Ms. Dalton reviewed state standards and said learner objectives include in-depth critical thinking and comprehension on various levels. Ms. Chandler asked how concerns that are brought up after a book has been approved for classroom instruction are handled. Ms. Dalton responded that the district has a reconsideration process outlined in Board policy.

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Ms. Howell asked about the mix between contemporary and classic literature, and Ms. Dalton said a balanced variety of titles are used for instruction. Ms. Howell commented that the district's opt-out process seems to be working, and *Little Brother* is a book that lends itself to discussion led by an adult. Ms. Stanish commented that some parents may not be aware of what books their students are reading and suggested that perhaps teachers should flag books that may be controversial. Ms. Bouwman stated that LPS does an excellent job of informing parents and they are generally well-informed. Parents who express concerns can be addressed on an individual basis. Ms. Chandler said that teachers will mention books they will be using during parent-teacher conferences. Ms. Dalton remarked that it is important to recognize that parents must share in the responsibility to become informed.

Ms. Stanish asked Ms. Anne Smith, Arapahoe language arts teacher how she handles students who opt out of reading a selected book. Ms. Smith responded that a comparative piece is best, and class discussions can be managed through a variety of strategies when students are reading different books.

Ms. Howell said she supports the use of contemporary literature. Mr. Colwell said he supports the themes in *Little Brother*, and he did not see things that he thought were inappropriate for students. He said there were many things in the book that today's students can relate to, such as Xbox. Ms. Chandler commented that the conversations students were having last spring in Ms. Smith's class were valuable and learning was apparent. Ms. Howell said she appreciated the opportunity to review the process used to add titles to the literature list.

One citizen signed up to speak to the Board.

Ms. Pam Cirbo said she appreciates the process used to consider this book for addition to the multiple copy literature list.

Mr. Colwell thanked Ms. Bouwman and Ms. Dalton. This item will return for action on November 12.

State Economic Forecast and Budget Update

Mr. Myers presented information about the state budget forecast and its implications for Littleton Public Schools. He said the Governor will present his budget proposal on November 6, which will be an important indicator, although this proposed budget will likely change after the December forecast. The Legislature will then work on budget details during the 2010 legislative session. Mr. Myers said that several events since August have created even deeper deficits in the state budget projections. He said the projected state deficit for 2009–2010 is \$241.6 million and \$856.5 million for 2010–2011.

Mr. Myers reviewed factors in the state's 2009–2010 additional budget balancing strategies, which include (1) the state's K–12 maintenance of effort requirement precludes further reductions, (2) the Office of State Planning and Budget expects the K–12 \$110 million restricted reserve to be rescinded (LPS share is \$2 million); and (3) higher education is not included because of the federal stimulus dollars.

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Mr. Myers highlighted some of the possible ways the state may use to balance the 2010–2011 budget. These include: (1) eliminate the homestead exemption; (2) maintain the general fund reserve at two percent; (3) eliminate exemptions and credits; (4) securitize tobacco revenue; (5) sell some state buildings; (6) make cuts to K–12 funding of \$150 to \$350 million. Mr. Myers stated that if K–12 funding was cut by \$350 million, it would equate to \$6.8 million loss for LPS, and this number could be higher after cost increases are factored into the budget.

Ms. Howell clarified that while higher education funding cannot be cut in 2009–2010 because of the federal stimulus funds, it could see cuts in 2010–2011. Ms. Howell asked if stimulus funds could be used to backfill budget deficits, and Mr. Myers responded that most of the money has been used. Mr. Murphy asked if there is any indication that the state’s restricted reserves may not be rescinded, and Mr. Myers said he has heard nothing.

Ms. Chandler inquired about timing relative to the district’s budget and staffing decisions. Mr. Myers responded that this presents challenges for the district because final state funding will likely not be known until late in the 2010 legislative session. He said a draft budget will be prepared for the Board’s review by December.

Ms. Howell asked if there is any new information on revenue-generating strategies at the state level. Mr. Myers replied that there may be some work in progress, but it will not affect projected deficits for 2010–2011.

Mr. Murphy emphasized the need for caution in talking to others about projected deficits. Ms. Howell stated that the effects of balancing the district’s budget will be very different than last year’s closing of schools when district staff were able to offer help and support to those affected.

Ms. Chandler said she appreciates the emphasis on efficiencies and cost cutting measures. She asked how effective communication about a possible mill levy can be done without accurate information. Mr. Murphy responded that he hopes surrounding districts will begin speaking out about budget issues because the larger districts will receive more media coverage.

Ms. Stanish commented that while cuts will be necessary, she does not want to lose sight of long-held values and would like to revisit these important community values in the future.

Mr. Colwell thanked Mr. Myers for the information.

H1N1 Update

Ms. Hundley reviewed information provided by Tri-County Health Department (TCHD) about the H1N1 (swine flu) virus, which has been designated as a world-wide pandemic by the World Health Organization. She noted that teens and young adults are affected more than other groups and there are few cases among the elderly. Ms. Hundley explained that the virus is airborne and spread the same way seasonal influenza is spread.

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Ms. Hundley highlighted some of the information about H1N1 that is specific to schools. She said TCHD is no longer making any notification about students or staff with H1N1 and most doctors' offices are not testing patients to determine if they have H1N1. Ms. Hundley stated that schools will generally not close unless there is a shortage of staff and schools cannot operate.

Ms. Hundley reviewed district's H1N1 action plan, which includes communication with parents and staff, and frequent communication with TCHD, prevention efforts including sending home anyone who is sick, and the installation of hand sanitizers in classrooms. Administration is monitoring daily absence rates and reporting regularly to TCHD. Ms. Hundley stated that TCHD will hold vaccination clinics in LPS schools. Information about clinic dates and locations will be communicated to parents and to the community.

Ms. Stanish asked if someone who has had H1N1 can get reinfected, and Ms. Hundley responded that current thinking is they are immune after getting the virus. Ms. Chandler thanked Ms. Hundley for her efforts. She asked if routine cleaning practices have changed. Ms. Hundley responded that TCHD has advised that typical cleaning practices are adequate. Mr. Colwell asked if LPS was holding any seasonal flu clinics. Mr. Owens responded that two clinics have been held, which is the same as in previous years. Mr. Owens also commented that the district is seeing a routine number of staff absences.

Future Agenda/Adjournment

Mr. Murphy distributed a draft agenda for the November 12, 2009, Board meeting. Action items include Swearing in/Election of Board of Education Officers, Multiple Copy Literature List, Comprehensive Annual Financial Report (CAFR), and Quarterly Financial Report. Discussion items include Public Employees Retirement Association (PERA) Update and Phase I School Achievement Update.

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

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

MOTION CARRIED: 4-0.

The meeting adjourned at 10:00 p.m.

Respectfully submitted,

Bob Colwell
President

Sue Chandler
Secretary

ks (11/17/09)