

# RECORD OF PROCEEDINGS

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## ARAPAHOE COUNTY SCHOOL DISTRICT NUMBER SIX

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

January 25, 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, Interim Superintendent of Business Services  
Scott Murphy, Superintendent  
Mike Owens, Assistant Superintendent of Human Resources

#### *Executive Session: Personnel Matter, Superintendent's Evaluation*

MOTION: Mr. Colwell moved that the Board of Education convene into executive session with Mr. Scott Murphy to discuss a personnel matter per CRS 24-6-402, Meetings—Open to Public, Section 4(f), relating specifically to the superintendent's evaluation. SECOND: Ms. Chandler. AYE: Chandler, Colwell, Dunn, Holland, Howell. MOTION CARRIED: 5-0.

The regular meeting began at 6:37 p.m.

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

Mr. Murphy reported that eight Powell Middle School students were selected for the Colorado University Middle School Honor Band. Additionally, Powell Teacher Susan Scheibel was named the 2006 Colorado Gifted and Talented Educator of the Year and Ray Barron, Heritage High School wrestling coach, has been inducted into the Colorado High School Coaches Association Hall of Fame. Mr. Murphy also announced that the Colorado History Museum has a new exhibit, Tribal Paths, and includes recognition of Arapahoe High School's relationship with the Arapaho tribe. He also noted in the *Denver Post*, there was an article about some of our students addressing the House Education Committee asking members to allow public schools to fly foreign flags.

Mr. Murphy and staff recognized the Board of Education as January is School Board Appreciation Month. Mr. Murphy read a proclamation in honor of the Board of Education and Board President Diana Holland signed the proclamation.

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## **Board Reports/Requests**

Mr. Colwell attended the GT Executive Council meeting. He also attended the Heritage/Littleton basketball game and commended Littleton High School Principal Kathy Dinmore and Heritage High School Assistant Principal Jill Rickard on the excellent manner in which they dealt with a student accident during the game. Mr. Colwell also attended a tour of the Career and Technical Education School.

Ms. Howell attended the Science Technology Engineering Math Education Coalition, the South Metro Denver Chamber of Commerce meeting, the Region 5 Colorado Association of School Boards (CASB) meeting, and the Special Services Advisory Committee (SSAC) meeting. She also thanked staff for making it possible to remedy the transportation difficulties for families with multiple children, at least one of which has special needs.

Ms. Chandler attended the Career and Technical Education School tour and reported on the LPS Foundation activities.

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

There were none.

## ***Action***

### **Consent Agenda**

Ms. Holland asked if there were any items that needed to be pulled for further discussion. There were none. It was noted that a list of licensed personnel who will retire at the end of the school year was included. Years of service in LPS range from eight to 34.

MOTION: Mr. Colwell moved that the Board of Education approve the recommended consent agenda numbered 1.1 concerning Personnel Recommendations with the additions this evening. SECOND: Ms. Howell. AYE: Chandler, Colwell, Dunn, Holland, Howell. MOTION CARRIED: 5-0.

## ***Discussion***

### **Alternative Education Update**

Ms. Lucinda Hundley, assistant superintendent of student support services, introduced Ms. Karen Goodwin, director of alternative education and Mr. Brian Hensman, Options principal, who presented a program summary on alternative education in LPS including student outcomes, indicators of student success, and future priorities. Beth Daniel, Pathways instructional coach, and Julia Lyons, district counselor, also presented to the Board.

Ms. Goodwin indicated there are a number of alternative programs in Littleton Public Schools including Options, Pathways Nontraditional Program, and the Redirection Center. She went on to say that traditionally these programs focused on the affective, but are now focusing on student academic needs as well.

Mr. Hensman presented the characteristics of a student candidate for Options. He noted that typically these students have attendance problems, academic failure in

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two or more subjects, low grade point average but above average test scores, and a lack of motivation. He said there are currently 172 students with 47 percent female and 53 percent male. Options is a closed campus program. Staff meet twice a week to discuss student progress and meet every other Wednesday to discuss ways to improve academics and the school-wide goal to improve writing. Mr. Hensman went on to say that staff analyze Measures of Academic Progress (MAP) reading scores for placement in English classes, analyze MAP math scores for placement in math classes, “double dose” students in math when MAP scores are two or more grades below grade level, offer Advanced Placement (AP) literature, and an all male literature class.

Mr. Hensman reported that the current Rausch Instructional Unit (RIT) score is at 227.5 and reading scores are the highest. With respect to graduation, 91 percent of Options students earn a diploma and five percent complete the General Equivalency Diploma (GED). Mr. Hensman also asks students to have a career plan.

Ms. Goodwin indicated that the Redirection Center provides students an opportunity to learn in a safe, supportive, and challenging environment. Students learn to redirect their behavior and reconnect with both personal and educational goals. Students in the Redirection Center either have been expelled or are there for credit recovery. She said the program is for Grades 6–12 and the LPS curriculum is used. The evening program uses online classes and average class size is 16 students to four staff. Ms. Goodwin said there are a number of blue print programs and she specifically talked about the parent empowerment program. In this program, staff meet with parents for eight weeks and counselor Julia Lyons leads the group through a presentation on a skill students have learned, such as anger management.

Ms. Goodwin then explained the Pathways program, which is for 8<sup>th</sup> and 9<sup>th</sup> grade students with an average class size of 15 students. The typical student attending Pathways does not interact in the classroom, does not turn in homework, and is failing several classes. Next year a 7<sup>th</sup> grade class will be added. Pathways has blue print programs in place and new this year is the parent empowerment program.

Ms. Goodwin commented that at Pathways the day begins with a community meeting, and ends with a mentor group. A block schedule is run with two periods for intervention time. Pathways staff has implemented two 30-minute periods designed specifically to target math and language basic skills.

Beth Daniel noted that Professional Learning Communities (PLC) was initiated last February. The PLC process includes student embedded time for intervention in math and language arts; staff study of research and best practices; implementation of instructional, behavioral, and study strategies across all disciplines and classes; common language and understandings developed among all stake holders, predominantly the parents; data driven instruction (data from MAP, CSAP, and CBLA) to determine instructional needs of students; and SMART goals in math, language arts, and time on task/organization. At this time,

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a Redirection student and his parent told their story on how the program made a positive impact on their lives.

Ms. Chandler asked if there are minimum/maximum enrollment numbers for the program. The response was there are maximum numbers in that only 20 students can be enrolled in the day program. Currently there are 13 students in the day program.

Mr. Dunn said he liked the focus on student achievement and thanked the staff and parent and student that shared their story.

Mr. Colwell and Ms. Howell thanked the staff for their dedication to these programs. Ms. Holland said the Board did not have many options in the past when student expulsions occurred, but this program has helped students to get on the right path.

### **Proposed 2007–2008 and 2008–2009 School Year Calendars**

As a follow-up to the Board workshop on January 18, Board members continued their discussion related to the embedded time proposal and to give further direction regarding the school calendars for 2007–2008 and 2008–2009.

Ms. Connie Bouwman, assistant superintendent of learning services, and Ms. Hundley presented this item.

Ms. Hundley summarized the characteristics common to calendar proposals as follows:

- August start date comparable to current practice
- Number of instructional days remain the same—172
- No change to parent/teacher conference schedule
- Four elementary half-day planning days reserved
- End of school (before Memorial Day)

Ms. Hundley said there are two prototypes, a 10-day and an 8-day embedded time proposal, and principals were polled as to their first choice. She noted in the 10-day, there are just two months where there are two PLC meetings. The PLC time was kept away from holidays and teacher planning days, March was avoided due to the Colorado Student Assessment Program (CSAP) testing, and May due to the American College Test (ACT). In the 8-day proposal there is essentially one day per month for PLC time with nothing scheduled in March or May.

Ms. Chandler asked why Wednesday was picked as the PLC day. Ms. Hundley responded that faculty meetings are on Wednesdays and PLC is somewhat embedded in these meetings, and Fridays and Mondays often become extended weekend time for families.

Mr. Kirk Madsen, interim assistant superintendent of business services, presented what the bus schedules might be with the 8-day and the 10-day proposal. He first went over the existing bus schedule and then compared those times to the various

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options. For the early release/late start release model, elementary schools would start about 30 minutes earlier on these 8 or 10 PLC days.

Dr. Shirley Trees, director of elementary education, presented the kindergarten schedule prototype. She said the regular school day is two hours and 45 minutes. With PLC it would be one hour and 57 minutes in the morning, beginning at 9:06 a.m. with a 45-minute lunch break for teachers. Afternoon kindergarten would start 45 minutes after that and run one hour and 57 minutes. Bus transportation would continue as usual. Parents pick up after morning kindergarten has ended and afternoon kindergarten parents drop their students off.

Dr. Jerry Lee Anderson, director of secondary education, presented the high school schedules. Both Arapahoe and Heritage high schools have variable schedules. At Heritage, classes on Mondays and Wednesdays are currently 49 minutes long with one 30-minute advisory. On PLC Wednesdays, classes would be 38 minutes with no advisory. Classes on Tuesday, Thursday, and Friday are 54 minutes long with no advisory.

At Arapahoe, there are currently six classes a day that meet 58 minutes each. There are 26 weeks where all classes meet for 59 minutes. For the 10-PLC weeks, classes meet for 59 minutes everyday, except Wednesday when classes would meet for 39 minutes each.

Dr. Anderson went on to say that Littleton High School has a block schedule. Currently on Mondays all classes meet. On Tuesdays, periods 1, 3, 5, and 7 meet. On Thursdays, periods 2, 4, 6, and 8 meet. Zero period meets every day. On PLC Wednesday, there would be a 120-minute PLC meeting and then 60-minute classes. The block of classes would rotate so that there is an equal of each throughout the year.

Ms. Chandler asked what happens when a snow day occurs on a PLC Wednesday, and the response was those discussions have not yet taken place.

Ms. Bouwman explained the communication plan for the PLC as follows: There would be a letter from the superintendent to parents in school newsletters with a copy of the adopted calendar; letter from the superintendent to teachers and other staff in addition to other communication strategies; adopted calendars would be posted on district and building web sites; communication to parent advisory groups and key communicators; strategies at each school site to inform parents about PLC efforts; letter from superintendent to parents would be mailed prior to the beginning of the school year; inclusion of the calendar in first school newsletter with an explanation from principal; and Family First phone reminder prior to each PLC meeting.

Ms. Howell recommended that the *Littleton Independent* also include this information.

Ms. Hundley presented a range of costs for parents who elect LPS school-age child care (SACC) with the low to high cost depending on 10 or 8 days per year. Some alternative ways for those unable to pay would be to identify a funding source, determine eligibility criteria, identify site contact with most knowledge

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about families in need, develop a process for implementation and maintain priority for privacy of family.

Mr. Colwell asked if there were any conversations with other agencies that care for children. Ms. Hundley said there have been no conversations with those agencies. Ms. Hundley said the district could conduct a poll study.

The following principals talked about PLC currently in their schools. Marj McDonald, principal at Sandburg, said the time spent together with staff is focused, they have learned how to write a common assessment, and teachers share information and discuss implications of the common assessments. She said the PLC time is building capacity to improve learning for every student.

Gary Hein, Euclid principal, said he is now more connected with teachers to make a difference in students' lives and that there is a shift of responsibility for the entire 6<sup>th</sup> grade to succeed, not just a particular 6<sup>th</sup> grade class. He went on to say his teachers are divided into teams and each team develops a goal every nine weeks.

Kathy Dinmore, Littleton High School principal, said last spring she went to department chairs to find PLC time. Each department has a 90-minute meeting and they gave back half that time to PLC and now teachers are asking for more time. During PLC, they develop norms for students, write SMART goals and common assessments.

Mr. Dunn asked the principals how spending two hours of in-service time would be compared to adding minutes back; how are the four half-day planning days at elementary level used; and what is the principal's role in PLC.

Ms. McDonald said the four days are for teacher planning and they are highly valued at the elementary level. Ms. Dinmore said seven minutes per day will not be noticed, but what will happen in the classrooms will be better for students.

Mr. Hein said the principal's role is to measure the end product and to hold people accountable.

Mr. Colwell asked who sets the agenda. The response was the principal's role in the PLC process is to keep the focus on the data, to move forward toward goals, to facilitate meetings, and to teach leaders how to facilitate in the future.

Ms. McDonald said at first she was leading and guiding, but now teachers know what they want to discuss, as well as next steps.

The following citizens addressed the Board.

Kathy Fieber said last year she wanted to stay with the traditional calendar, but after talking with teachers, she supports the PLC, but has concerns on its implementation.

Judy Allender asked if the SACC is committed to staffing and are the proposed fees in addition to the fees already paid. She is also concerned about middle school students being home alone.

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Bev Banfield is concerned about taking away instructional time and middle school students being unsupervised. She thinks PLCs are a good idea, but is concerned about how the district can make it happen.

Todd Soderberg said he surveyed teachers on the four options and presented the data to the Board. From what he perceived from the survey, perhaps Option 3 might be the best.

Beth Jackson said most of the teachers' concerns relate to instructional time being taken away from students. She personally supports PLC, but questions how working parents will adjust their schedules and suggested that perhaps Fridays would be a better day for the PLC.

Pam Cirbo said at first she was skeptical about PLC, but there is a paradigm shift in the district and that has to do with the Board's leadership and willingness to address below-grade-level students and remediation. She said she is impressed with staff efforts and supports the 10-day proposal.

Mike Griebel said the PLC is a new way for him to be energized. He spoke on behalf of the entire physical education department and coaches.

Lucie Stanish said she attended the DuFour presentation and the district needs to focus on the essential learnings at each grade level, all students must have equal access and opportunity for learning, and we can't continue doing status quo.

Ms. Chandler asked about the feedback on the early release and late start proposals. Ms. Hundley responded that principals indicate a staff and parent preference for an elementary early release and a middle and high school late start. She further responded that for elementary there was a need for routine and for students to have their best learning time in the morning, and there are fewer supervision issues with teenagers home in the morning.

Mr. Dunn said he appreciated the bus schedule, prefers the 10-day proposal, but said two hours of an in-service day could be used as PLC time. He also commented that if you did early release for all, teachers from one school could go to another school.

Ms. Howell said she would rather see a late start for middle/high school, not have the open time at the end of the day, and is leaning toward the 10-day proposal. Ms. Howell appreciated all of the information and input.

Mr. Colwell asked Todd Soderberg about his survey and if he had a perception on how the different levels responded. Mr. Soderberg responded that there is more resistance at the elementary level. Mr. Colwell asked the reason for this, and the response was this is perceived as an administrative duty.

Ms. Holland asked if it would be possible for principals to obtain parent feedback.

Ms. Hundley said the Board of Education is charged to approve a calendar that meets state requirements. The calendars would reflect holidays, school vacation periods, elementary planning, and other non-student days. However, the Board is not required to approve specifics on the beginning and ending times of PLC days.

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Ms. Holland summarized that last week the Board had questions on implementation and staff has solved those issues. They also asked for success stories; there are draft calendars for the February 8 meeting; a bell schedule is developed; the kindergarten situation was resolved; and there was a good explanation of high school calendars on different schedules.

Ms. Holland asked if perhaps a decision on the 8-day, 10-day embedded time proposals could be delayed until March.

The school calendars will come back for action on February 8.

## *Future Agenda/Adjournment*

Mr. Murphy distributed a draft agenda for February 8, 2007, Board meeting. Consent items included Personnel Recommendations, and Quarterly Financial Report, and regular action included Proposed 2007–2008 and 2008–2009 School Year Calendars. Discussion items include Textbook Adoption: Multiple Copy Literature List, Electronic Reading Assessment Title Selection, and Board Policy EGAEA and EGAEA-R—Electronic Mail and Internet Services Proposed Revisions. There will also be a 5:30 p.m. executive session on a personnel matter, specifically the superintendent's evaluation.

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 10:45 p.m.

Respectfully submitted,

Diana Holland  
President

Sue Chandler  
Secretary

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