

**LITTLETON PUBLIC SCHOOLS  
BOARD OF EDUCATION**

**Education Services Center  
5776 South Crocker Street  
February 8, 2007  
5:30 P.M.**

**A G E N D A**

- 5:30 P.M. EXECUTIVE SESSION:** Personnel Matter, Superintendent's Evaluation
- 6:30 P.M. CALL THE MEETING TO ORDER**  
Roll Call  
**WELCOME PUBLIC**  
Pledge of Allegiance  
Approve Minutes of January 18, 2007, Regular Meeting and  
January 25, 2007, Regular Meeting. \*
- 6:35 P.M. SUPERINTENDENT'S REPORT**  
**BOARD REPORTS/REQUESTS**
- 6:55 P.M. CITIZENS' REQUESTS TO SPEAK TO THE BOARD**
- 7:25 P.M. ACTION**
1. Consent Agenda.
    - 1.1 Personnel Recommendations. \*
    - 1.2 Quarterly Financial Report. \*
  2. Proposed 2007-2008 and 2008-2009 School Year Calendars. \*
- 8:30 P.M. DISCUSSION**
1. Textbook Adoption: Multiple Copy Literature List. \*
  2. Electronic Reading Assessment Title Selection. \*
  3. Board Policy EGAEA and EGAEA-R—Electronic Mail and Internet Services Proposed Revisions. \*
- 10:00 P.M. FUTURE AGENDA ITEMS/ADJOURNMENT**

➤ The times indicated on this agenda are estimates, actual times may vary substantially. The Board always reserves the right to make a final vote on discussion items. ◀

*\*Indicates Support Materials Included*

## **INFORMATION**

1. Superintendent's Report.

The Superintendent will share information deemed appropriate in the interest of communication.

2. Board Reports/Requests.

Board members report to the Board regarding recent meetings they have attended. Requests for future agenda items/discussions/reports are introduced at this time.

### **CITIZENS' REQUESTS TO SPEAK TO THE BOARD**

This time period will provide an opportunity for members of the community to speak to the Board on items of interest or concern that do not appear elsewhere on the agenda.

Each person addressing the Board will have three minutes to present his or her views. It has been the practice of the Board not to respond during the current meeting to statements or questions presented during this segment of the agenda.

## **ACTION**

### 1. Consent Agenda.

#### 1.1 Personnel Recommendations. \* (Owens)

Employment, Resignations, and Terminations of Classified Personnel  
Change of Title  
Coaching Authorization

#### 1.2 Quarterly Financial Report. \* (Madsen)

The financial report depicting financial operations of all district funds for the quarter ended December 31, 2006, is provided for the Board of Education's review and approval.

MOTION: Move that the Board of Education approve the recommended consent agenda numbered 1.1 concerning Personnel Recommendations, and 1.2 Quarterly Financial Report.

### 2. Proposed 2007-2008 and 2008-2009 School Year Calendars. \* (Bouwman, Hundley)

As a follow-up to the Board workshop on January 18<sup>th</sup> and discussion on January 25<sup>th</sup>, administration is presenting two options for proposed school year calendars for 2007–2008 and 2008–2009. As requested by the Board, these options are for either ten or eight days of embedded PLC time. Administration is prepared to further discuss details of both options if needed, to support the Board in taking action on one of the proposed calendar models. This action item is for two school years, 2007–2008 and 2008–2009.

MOTION:

## DISCUSSION

### 1. Textbook Adoption: Multiple Copy Literature List. \* (Bouwman)

The multiple copy literature list is a compilation of titles, both fiction and nonfiction, that are used periodically for classroom instruction at various grade levels. The proposed additions have undergone a thorough review by the Materials Approval Committee, which is charged to review books teachers recommend for use in language arts instruction. Administration presents the current list of proposed additions to the Board for review and discussion. Action is scheduled for February 22.

### 2. Electronic Reading Assessment Title Selection. \* (Bouwman)

Administration presents two groups of titles recommended for use in the electronic reading assessment program at elementary and middle level. These titles will be available for student self-selection as independent reading. Readers use the following criteria to evaluate books prior to recommending for inclusion in the program:

- Is the book appropriate for the age, emotional development, ability level, learning style, and social development of the students?
- Does the book have the potential to stimulate growth in reading?
- Does the book reflect appropriate consideration of sensitive issues for independent reading?
- Do books recommended represent a variety of genres?

Following Board discussion, the lists of recommended books will return for Board action on February 22.

### 3. Board Policy EGAEA and EGAEA-R—Electronic Mail and Internet Services Proposed Revisions. \* (Maas)

Board Policy EGAEA—Electronic Mail and Internet Services currently applies to staff use of technology. Administration has reviewed and recommends a change in this policy to enable certain contractors to make use of these services as a function of their activities in the district. Specifically, the recommended changes are:

- Add the term “approved service provider” into the policy wherever the term “employee” is used.
- An approved service provider would be defined as a contractor working in the district who receives approval from the supervising Assistant Superintendent.
- Employees and approved service providers are required to sign an acknowledgement form before accessing services.

Board Regulation EGAEA-R—Electronic Mail and Internet Services must be adjusted to match any changes to Board Policy EGAEA. Additionally, district

policy does not address unsolicited electronic mail (or spam) except to prohibit employees from sending such messages. Spam filtering systems are available on the market that can help reduce the impact of this electronic mail phenomenon on district staff. Specifically, the recommended changes are:

- Add the term “approved service provider” into the regulation wherever the term “employee” is used.
- Under the “Prohibited Uses” section, insert the following language:

*The district reserves the right to filter non-district senders of electronic mail if an unsolicited message is sent to more than 100 recipients and the message does not further the purpose and mission of the district.*

## **ADJOURNMENT**