

ENGLEWOOD SCHOOLS
Englewood, Colorado
Minutes of the Regular Meeting of the Board of Education
April 1, 2008

MEMBERS PRESENT

HEATHER HUNT President
MS. KAREN MILLER
MS. SHELLEY THOMPSON
MS. VICKI HOWARD
MR. SCOTT GORSKY

ABSENT:

STAFF PRESENT:

Dr. James McCabe, Superintendent
Ms. Peg LaPlante, Chief Financial Officer
Ms. Gail Neubert, Director, Student Services
Dale Stout, Director of Technology

OTHERS PRESENT:

Judy Cain
Martha Palmer
Jill Beaudry

Bev Maes
Ryan Trujillo

I. CALL TO ORDER

Ms. Hunt, President, called the regular meeting of the Board of Education to order at 7:00 p.m. in the Board Room of the Roscoe L. Davidson Administration Building.

II. PLEDGE OF ALLEGIANCE

III. ADDITIONS TO AND ADOPTION OF AGENDA

Dr. McCabe said there was a Personnel addendum.

IV. APPROVAL OF MINUTES

Mr. Gorsky moved and Ms. Howard seconded to approve the March 18, 2008 Regular Meeting Minutes.

ROLL CALL:

Mr. Gorsky, Aye
Ms. Howard, Aye
Ms. Hunt, Aye

Ms. Miller, Abstain
Ms. Thompson, Aye
Motion Carried, 4-0.

V. PUBLIC COMMENTS

There were no public comments.

VI. SPECIAL REPORTS AND RECOGNITIONS

There were no special reports or recognitions.

VII. BOARD MEMBER REPORTS

- **Ms. Miller** attended a recent Parks and Recreation meeting where she learned that Englewood would be part of the Babe Ruth Softball Tournament this summer. This tournament is a national event and girls from across the U.S. will be playing softball in Englewood. Ms. Lila Downing and Ms. Theresa Harper are coordinating the event for Englewood. Volunteers are needed to help with the event and to be host families, providing living accommodations for the players. People who would like to volunteer or provide housing for girls, who are participating in the tournament, may contact Lila Downing at 303-781-2649. The games will be played at 3 local fields, Belleview Park 5001 E. Belleview, Denny Miller Field 3600 S. Elati, and Brent Mayne field 2501 W. Union Ave.
- Ms. Miller also mentioned that the Englewood golf course is scheduled to open May 24. The new name for the golf course is Broken Tee.
- Englewood High School will present *Arsenic and Old Lace* this spring. The play performances will be May 2 and 3 in the school auditorium.
- **Ms. Howard** said she is working with the schools and the Operations Maintenance Transportation (OMT) department, to see which schools are doing recycling and to make certain that all buildings are doing paper recycling. The Board hopes that recycling will be expanded and efforts made across the district to become more "green" and environmentally conscience. Dr. McCabe mentioned that the district office is moving away from using bottled water.

VIII. SUPERINTENDENT REPORT

Dr. McCabe congratulated the Englewood High School Jazz Ensemble 1 Band for receiving the highest possible scores at the Mile High Jazz Festival, March 5-7, 2008. Englewood received a superior rating from all three judges.

Ms. Peg LaPlante mentioned that the district has not received any proposals for the Flood property. Approximately 12 developers are looking at the property and they will be contacted. The economy and concerns about stability may be making this not the most advantageous time to sell the property. Ms. Thompson mentioned that she knew of one proposal that will be submitted soon. Ms LaPlante said we have to maintain fairness throughout the process. The district may decide to hold the property and offer it at another time.

IX. ACTION / DISCUSSION / INFORMATION ITEMS

1. Food Service Update

Ms. LaPlante introduced Ms. Georgia Greer, Manager of Food Service for Englewood Schools, to provide an update on the food service in schools. Ms. LaPlante stated that Ms. Greer has done a fabulous job this year and that food service in the district is the best it has ever been. Ms. LaPlante also mentioned that the Colorado Department of Education's Food Service Audit was very successfully completed. Ms. Kim Butler, CDE auditor, remarked that Englewood did an excellent job and this was not the case for most districts. Ms. Greer thanked Ms. LaPlante for her kind words and the Board for providing her an opportunity to talk about the food service in Englewood Schools. Ms. Greer stated that this year, Chartwells has a marvelous point of sale system that has improved bookkeeping and increased accuracy and is very efficient. EHS has added

made to order sandwiches and is preparing 45 to 50 each day. This addition helps the a la carte line not be so long. Combo meals come prepackaged and meet all the state nutrition guidelines. Adding combo meals also has helped speed up the lunch lines allowing for more students to be served. Ms. Greer is trying to hire some additional staff to serve lunch at EHS. Englewood Middle School is serving 100 to 150 made to order sandwiches per day. The cafeteria at the middle school has been painted and updated to provide a pleasant atmosphere for the students. The two a la carte lines are doing well. Seventy to ninety percent of the elementary school students buy lunch and forty-five percent of the secondary kids buy lunch. Breakfast is also provided at the schools. Ms. Hunt inquired about times and was informed most schools served breakfast at 7:30 a.m. Nutrition is a high priority so many whole grain products have been added along with low fat milk. Ms. Greer provided whole grain oatmeal and chocolate chip cookies for the Board and Administrators to sample. Only whole grain cookies are served in the schools. The cookies taste very good and the kids love them. Whole grains are used as much as possible including pretzels and coatings for fish products. The EHS cafeteria will have a new look next year. Every effort is being made to make food offerings appealing and healthy for students. The high cost for transporting goods will probably lead to higher food cost that may necessitate an increase in lunch prices. Closed campus would benefit sales at EHS. Ms. Miller inquired about lunches at Colorado's Finest Alternative High School (CFAHS). Ms. Greer said the program is doing well serving 37 percent of the students. That is high for CFAHS because there is very little time for lunch. The kids buy food and take it to their classes to eat. CFAHS also has many vending machines. Ms. LaPlante stated that Ms. Porter, Principal at CFAHS, has worked to get healthy drinks and other good choices in the vending machines. The school is reluctant to give up the vending machines because the students like having them and money from the machines is used for graduation and other events. Ms. Hunt thanked Ms. Greer for her report and excellent work.

2. School to Work Alliance

Ms. Gail Neubert introduced Ms. Jill Beaudry, SWAP Coordinator, and Mr. Ryan Trujillo, Assistant SWAP Coordinator, who explained the School to Work Alliance program and the services SWAP provides. The School to Work Alliance Program (SWAP) is a collaborative initiative between the Colorado Division of Vocational Rehabilitation (DVR) and local school districts, and is supported by the Colorado Department of Education. The SWAP program provides case management and direct services to youth, who have mild to moderate needs and qualify for special education or section 504 programs, and assists them in transitioning to employment. Youth already out of school, drop-outs or graduates who are under or unemployed, also may receive services. Service is provided to young people who need short-term support to become competitively employed and to achieve independence in their community. The Colorado Department of Education through a contract with the Colorado Division of Vocational Rehabilitation provides training and assistance to local SWAP sites. The SWAP site for Englewood and Sheridan Schools is at 2211 W. Evans Ave., Building A, Room 01. SWAP serves young people (16-25), living in the school district, with training and employment suitable to their abilities. Youth who do not live in a participating district may access employment services directly through the DVR program. DVR will provide testing to determine if the applicant meets the requirements for the program. SWAP helps their clients make the transition from school to work and teaches traits

valued by employers and necessary to be a successful employee. Along with helping find job placements they assist with developing important skills like using public transportation and locating places where they need to go along with teaching appropriate work attire and behaviors. Ms. Beaudry provided a list of several local businesses that partner with the SWAP program to provide training and/or jobs. Ms. Hunt asked what determined a closed placement? Ms. Beaudry said a closed placement is made when the employee is successful and remains in a job for three months. Some students are placed three to five times before a successful placement is made. Ms. Neubert explained that funding for SWAP occurs when schools and other participating agencies provide state, local or private funds to DVR, which are then matched with federal funds. Englewood receives grant money for the SWAP program to cover the districts cost. School counselors help to connect young people with SWAP. Dr. McCabe asked how many people are currently being served? Ms. Beaudry said they contract to serve 50 but have served as many as 65. Mr. Trujillo and Ms. Beaudry said they have a great partnership with Englewood and enjoy working with Ms. Neubert.

3. Capital Reserve Budget

Ms. LaPlante presented preliminary budget information for the 2008-2009 Capital Reserve Fund for discussion. The school finance bill has not yet been introduced at the State Capitol but Ms. LaPlante's estimate is that a minimum of \$301 per pupil will be required to be allocated to the Capital Reserve Funds. Based on this \$991,434 will go to the Capital Reserve fund. Money from this fund pays for capital needs and risk management expenditures. Ms. LaPlante provided a spreadsheet that listed the items and the amount of money for each item covered by the Capital Reserve Fund. Ms. LaPlante estimates that \$314,434 will remain in the general fund for risk-related expenditures leaving \$677,000 to be transferred to the capital reserve fund. Ms. LaPlante reviewed the data on the spreadsheet and answered questions. The first item reviewed was \$33,000 that is escrowed each year to provide for replacement of the artificial turf at the EHS Stadium. Ms. Thompson asked if the turf has brought in more events to raise money that could help cover the cost of turf replacement? Ms. LaPlante replied that is not the case, there is not a lot of money coming in, however, the stadium is considered one of the top 10 in the metro area for events and that is good for Englewood. The stadium is an asset to the community and the turf is safer and a better playing surface for the athletes. The Colorado High School Activities Association (CHSAA) sets the rates for activities. The district did not cut any staff based on less maintenance required by the artificial turf but it has allowed for maintenance staff to attend to other needs in the district. Technology items covered by the Capital Reserve funds include computer and copier leases, and technology networks that support Windsor Management Financial and Human Resources Accounting, Powerschool, telephone and computer filter systems, the district's email service, School Messenger for contacting families, Citrix (the sub-report and purchasing system), along with antivirus applications for computers. Non-capital leases money is used to replace computers. Expenditure for land improvements, furniture, building improvements and capital equipment funds will be determined after receiving the report from the Capital Needs Assessment Study. Mr. Gorsky inquired if spending is flexible from the land improvements, furniture, capital equipment, and building improvement funds. Ms. LaPlante explained the district must be prepared for unexpected expenses, for example

replacing a boiler, and money for those types of needs would come from these funds. Ms. LaPlante noted that the district should soon be receiving the first check from the sale of the Duncan property with another check coming in October. The total cost for the Duncan property must be paid by 2010. Ms. Hunt inquired if Ms. LaPlante would know the amount of the first check for the Duncan property by Saturday when the Board and District Administrators will meet to discuss the budget? Dr. McCabe stated that the Duncan money must be spent on capital needs or be placed in the Reserve Fund.

4. Bus Purchase

Ms. LaPlante explained that the district has an opportunity to purchase a new school bus at end of the model year prices. The bus being considered would be \$87,000 this would be a considerable savings over buying a bus next year. The money to pay for the bus would be taken from the Capital Reserve Fund and then paid back from the Contingency Fund next year. Ms. LaPlante stated that the buses, especially the EMS buses, are very full. The district will use the new bus as a replacement bus and is not considering hiring another bus driver at this time. The district is looking for substitute drivers but they are difficult to find. Instead of selling an old bus, all current buses will be held. The district receives very little, approximately \$2,500, for used buses because there is not a strong market for old school buses. Ms. Howard asked if having an extra bus would eliminate the need for so many charter buses for transporting students to athletic and other events? Ms. LaPlante responded that the new bus would help some but not eliminate the need for chartering buses. She also mentioned that the charter buses are not excessively expensive and are much more comfortable for the students. Responding to Ms. Howard's request, Ms. LaPlante will bring charter bus statistics to the budget meeting on Saturday. Ms. Hunt inquired about fuel cost for school buses. Dr. McCabe said the buses get 6 to 8 miles per gallon of fuel. The buses are large and stop and go driving is not fuel-efficient. Ms. LaPlante said she trusted Mr. Anderson to provide the best and most efficient use of the buses.

Ms. Miller moved and Ms. Howard seconded to approve using money from the Capital Reserve Funds to purchase a new bus.

ROLL CALL:

Mr. Gorsky, Aye
Ms. Howard, Aye
Ms. Hunt, Aye

Ms. Miller, Aye
Ms. Thompson, Aye
Motion Carried, 5-0

5. Legislative Update

Ms. LaPlante presented information about current Colorado legislation related to education. The School Finance bill should be out soon and may include some relief for districts experiencing declining enrollment. There also may be funding for full day kindergarten, this would not include more funding for already funded kids.

- The CAP4K (Colorado's Achievement Plan for Kids) is still being worked on. Now named SB 212 there are several groups reviewing this bill, including Colorado Association of School Boards (CASB), Colorado Association of School Executives (CASE), and Colorado Department of Education (CDE). Strengthening the focus on 21st century skills along with identifying the many pathways to equip students with these skills are being considered. Also important is ensuring standards are in place

for technology and career education. This is a complex bill. Dr. McCabe suggested that the Board Members read the Bill.

- SB 130 Innovation Schools Act of 2008 allows a public school to request a waiver from specified state and local regulations from their local school board. This bill has strong support in the Senate.
- HB 1357 Alignment of CSAP with No Child Left Behind Requirements. The bill would eliminate CSAP writing exams and all high school CSAPs. The American College Testing (ACT) would be used for assessment for grades 9-12.
- HB 1335 Building Excellent Schools Today would create capital construction assistance to districts that cannot pass a mill levy. Englewood would probably not benefit from this bill.
- The Health and Nutrition Bill is still being considered but may fizzle out.

Ms Hunt noted that the School Finance bill would hold harmless districts that fund full day kindergarten before the State funding comes through. District 11, Colorado Springs, is funding kindergarten. Ms. Neubert explained that Title I funds could not be used to fund full-day kindergarten if the district is providing full-day kindergarten. Ms. LaPlante said Englewood would wait and see what funding the State provides.

6. Consensus Items

Ms. Hunt moved and Ms. Miller seconded, to approve the consensus items as follows:

- a. Personnel Recommendations and Addendum
- b. Policy JICDA Code of Conduct; JICDE Bully Prevention and Education; JICFA Hazing; JICH Drug and Alcohol Use by Students; JK Student Discipline; JKK-2 Discipline of Students with Disabilities; JKD/JKE Suspension/Expulsion of Students which will replace Policies 5201, 5202, 5215, 5216 and 5221, 2nd Reading.
- c. Policy GBGB-Staff Personal Security and Safety; JICI Weapons in School; JKA Use of Physical Intervention; which will replace Policies 3436, 5211, 5212, 5213, 2nd Reading.

ROLL CALL:

Mr. Gorsky, Aye
Ms. Howard, Aye
Ms. Hunt, Aye

Ms. Miller, Aye
Ms. Thompson, Aye
Motion Carried, 5-0

7. **Board Members' Choice**

- **Ms. Thompson** requested that, a discussion item be added to an upcoming Board Agenda on the Donnell-Kay and Piton Foundations study *Profiles of Success*. Ms. Thompson requested that Ms. Mary Vedra present district information in relation to this study.
- Ms. Thompson requested, at the last meeting, a checklist to be reviewed at the end of each Board meeting to evaluate the effectiveness of the meeting. Dr. McCabe emailed board evaluation information. Ms. Thompson said that she is interested in the Board listing their priorities and then quickly reviewing, at the end each meeting, to evaluate if enough time is being spent on the Boards' priorities. This would help the Board be certain that the correct focus is maintained and time is use effectively. Ms. Thompson recommended looking at the *Profiles of Success* to confirm priorities.
- **Ms. Miller** mentioned that the District Art Show starts Thursday, April 3 at the Englewood Library.

- Ms. Miller and Mr. Gorsky will meet with the student government class at EHS on Friday, at 7:00 a.m. in room 216. Ms. Howard would like to be part of these meetings and may attend starting next school year. Dr. McCabe reminded the Board that having 3 or more Board Members at a meeting constitutes a majority of the Board and could cause complication if they all decided to agree on an issue. The issue would then be construed as a policy agreed on by the Board of Education.
- **Ms. Howard** would like to attend the fifth grade open house at Englewood Middle School (EMS). The fifth grade students will go to EMS Thursday, May 1 from 8-noon and parents are invited to the school that evening at 6:00 p.m.
- Ms. Howard asked if computers no longer in service at the schools could be offered to families. Ms. LaPlante and Ms. Neubert said that is currently being done but the district does not offer any support for the computers such as software or repair.
- **Ms. Hunt** mentioned that a request had been made for the late start calendar information to be available in Spanish. Dr. McCabe replied that Linda Felling had responded to the request and the information had gone out to the schools.

X. COMMUNICATIONS

A list of upcoming Board events is provided in the agenda. Ms. Hunt read the list and reminded the Board about the Budget Workshop on Saturday.

XI. FUTURE AGENDA ITEMS

Dr. McCabe provided these items in the form of a memorandum.

XII. ADJOURNMENT

There being no further business, Ms. Hunt adjourned the meeting at 8:24 p.m.

Ms. Heather Hunt, President
Board of Education

Linda Felling, Secretary to the
Superintendent and Board of Education

Date Approved