

MEMBERS PRESENT:

MS. KAREN MILLER, Presiding
MR. SCOTT GORSKY
MS. HEATHER HUNT
MRS. SHERRY SCAGGIARI
MS. SHELLEY THOMPSON

STAFF PRESENT:

Dr. James McCabe, Superintendent
Mr. Chris Gramstorff, COO
Ms. Joan Diedrich, Director, Student Services
Ms. Peg LaPlante, Chief Financial Officer
Mr. Dale Stout, Director, Technology
Ms. Mary Vedra, Director, Learning Services

OTHERS PRESENT:

Ms. Vicki Howard, Parent, EHS/Sinclair
Ms. Sharon Silos, Parent/Taxpayer
Ms. Carrie Olejnik, Milestone Networks
Mr. Joel Kappes, Milestone Networks
Mr. Rob Clarke, ShoreTel
Mr. Vasili Triant, ShoreTel
Ms. Corey Dahl, *Englewood Herald*

I. CALL TO ORDER

Ms. Miller, 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 would be a personnel addendum. The agenda was adopted as amended.

IV. APPROVAL OF MINUTES

Ms. Thompson moved, and Mrs. Scaggiari seconded, to approve the March 21 Regular Meeting Minutes.

ROLL CALL:

Mr. Gorsky, Aye
Ms. Hunt, Aye
Ms. Miller, Aye

Mrs. Scaggiari, Aye
Ms. Thompson, Aye
Motion Carried, 5-0

V. PUBLIC COMMENTS

Ms. Sharon Silos, who is currently home schooling her daughter, addressed the Board on several recent issues. She spoke of her concern of the high percentage of at-risk students at Sinclair, reported as 48% in a recent newspaper article. She wondered what classified a student as at-risk. She was encouraged to hear of the elimination of the Sinclair Assistant Principal position and said she would rather see cuts at the administrative level than in the art and band programs. She is concerned with cuts in special education, saying that kids who do not have severe needs fall through the cracks. She has needed to go outside the District to meet her daughter's needs, which were not met at Englewood Schools. She is also concerned with the kids who are moving to other school districts and wondered if anyone was following up on why this is happening.

VI. SPECIAL REPORTS AND RECOGNITION

There were no special reports and recognition.

VII. BOARD MEMBER REPORTS

There were no Board Member reports.

VIII. SUPERINTENDENT'S REPORT

Dr. McCabe reported the following:

- The next City / Schools Committee Meeting is Thursday, April 6. There are currently two items on the agenda—affordable housing and fostering a positive attitude. He asked the Board if there were other items they would like to see addressed. Ms. Thompson suggested adding an item to discuss how Englewood Schools can work more closely with the Malley Center.
- At the previous Board meeting, Dr. McCabe had referred to using additional FTE to assist the Sinclair principal. He wanted to clarify that he was referring to existing personnel that had available hours, not additional resources.

IX. ACTION / DISCUSSION / INFORMATION ITEMS1. Food Services Report

Ms. Georgia Greer and Mr. John Kugler from Chartwells provided the Board with a report on the Food Services program. Ms. Greer reported the following:

- Participation in the Food Services program at the elementary level is 77.6%, which is an increase of 13% over last year.
- Participation at the middle school level is about 57.5%.
- The participation level has increased 14.2% overall, despite declining enrollment.
- Healthier options are available at all levels, including the use of whole wheat products, salad bars, and low fat or skim milk.

Ms. Greer said she has binders available, showing what food options are available at each of the levels. She said these resources are available to anyone that would like to see them. In closing, Ms. Greer said that she has been successful in incorporating the Chartwells program and maximizing the use of commodities. She announced that, financially, this year's Food Services program is looking very good as they are in a positive financial state.

Mr. Kugler addressed the Board next. He opened by saying that Ms. Greer and her team have done a great job. He provided the Board with an overview of Chartwell's Balanced Choice Program. He said that in 2004, the USDA revisited childhood nutrition. Now every school district must have a Wellness Policy in place by September of this year. In support of this requirement, Chartwells has been presenting the Balanced Choice program to partner school districts. Chartwells cannot actually set up the program, but does provide districts with resource books that address food services, health curriculum, and physical education. These books are available to the District's Wellness Committee to help them develop the Wellness Policy. Mr. Kugler said that Chartwells is proud to be a partner with Englewood Schools and hopes to be a partner in their Wellness Program.

There was discussion around how the menus were planned for nutrition. Mr. Kugler explained that they work with licensed dieticians for recipes and nutritional analysis. There was also discussion around the food services program at CFAHS, which has been improving, but still has a way to go. Ms. LaPlante noted some of the challenges at CFAHS, which include an inefficient kitchen, the lack of a seating area, and the two sessions (day and night classes).

2. Update of Strategic Plan

Dr. McCabe provided an update of the Strategic Plan. He referred to the Board Handout, which provides a draft summary of the February 17-18 Strategic Planning Session. Participants at the February 17-18 session defined the following goals for a new educational environment:

- Diverse (progressive/innovative) Education Opportunities
- Supportive Environments and Structures
- Community Engagement and Partnerships

The committee came up with eight strategies under the three goals, along with belief statements and strategic parameters. A follow up meeting was held on March 21 to combine and set priorities for the defined strategies. Four action teams will be created to address the top four strategies. The remaining strategies are currently being addressed or will be addressed following the completion of other strategies. Action Team leaders are currently being trained. Teams will meet May through August, followed by open sessions. After the Action Teams meet and the open sessions are held, a document will be developed that will become the Strategic Plan for the District, pending Board approval.

3. Financial Advisory Committee

Dr. McCabe reviewed Policy 7212 with the Board. Policy 7212 defines how to set up ad hoc committees, which can be established by the Board or District Staff. Staff will develop the Financial Advisory Committee, which will be operated by Ms. Peg LaPlante. Mr. McCabe reviewed the following regarding the Financial Advisory Committee:

Role

Review the financial status of the Englewood Schools and advise the superintendent on short and long-term financial issues that affect the District.

2005-06 Charge

Review the use of District facilities and make recommendations for the efficient use of those facilities.

Proposed Committee Membership

Elementary Parents	2
Middle School Parents	2
High School Parents	2
Business Community	2
Teachers	1
Classified	1
Administrator	1
Other	2
Total	13

Timeline

April 2006	Disseminate information
May 2006	Answer questions/continue dissemination of information
June 2006	Brainstorm facility efficiencies
July 2006	Collect/review alternatives
August 2006	Recommend options to Superintendent/Board of Education

Board members recommended that the committee also include a city representative, non-parent community members, senior citizens, and someone with a social services background, so there is a member with knowledge of special needs children.

4. **IP Telephony**

Mr. Dale Stout presented the Board an overview of the District's recent efforts to research IP Telephony systems and vendors. The District has been experiencing problems with the current telephone system for years, sometimes taking up to one full day to get a building's system back up after a problem has occurred. Mr. Stout gave an overview of the current system to the Board and explained where the District wants to go with IP Telephony and why.

A District committee, consisting of Mr. Stout, Ms. Peg LaPlante, Ms. Madeleine Carey, and Mr. Michael Gelinis, has been investigating vendors and systems for 6 months. Mr. Stout introduced the following vendor representatives that were in attendance at the meeting: Ms. Carrie Olejnik and Mr. Joel Kappes from Milestone Networks; Mr. Rob Clarke and Mr. Triant from ShoreTel. Mr. Kappes provided a background of Milestone Networks. He also explained some of the services available through the proposed system, including E-911 services that allow a call to be tracked directly to the classroom where the call was made. Responding to a question from a Board member, Mr. Kappes talked about backup procedures and said that dial tone would always be available.

Mr. Stout said that, at this point, the committee recommends moving forward with the installation of a new IP telephony system using ShoreTel and Milestone as the vendors, at a cost of \$450,000. Since this is a one-time expense, it is recommended that it be purchased out of the General Fund Reserves. The new system will provide a more

robust, reliable telephone system that allows for future enhancements. The cost covers the hardware, software, installation, wiring, and 1st year warranty. The District is receiving upgraded telephones at the cost of a lower model. Mr. Kappes said the District is getting a brand new network, which will run 10 times faster than the current network. He also noted that the District's IT group will be able to provide support for the system. There was some discussion around unforeseen costs and scope creep. Mr. Kappes said they have spent a lot of time with Mr. Stout discussing the District's needs and that costs would not be more than the bid. If new rooms were added and additional equipment needed, there would be additional costs. Mr. Kappes said they would develop a scope of work that would protect both parties. Installation is expected to take about three weeks and would occur during the summer months.

Board members thanked Mr. Stout and the vendors. Ms. LaPlante thanked the committee members, Mr. Stout, Ms. Carey, and Mr. Gelin, who put a lot of time in visiting sites and talking to current customers during their research.

The proposed IP Telephony System will be an action item at the April 18 Board meeting.

5. Capital Reserve Budget

Ms. Peg LaPlante presented a summary of the Capital Reserve Fund to the Board, explaining how money is allocated to this fund. Capital Reserve Funds are used to fund computer and copier leases, software licenses, an energy lease, and capital building projects. Ms. LaPlante explained that, in the past, there has been a contingency amount of \$100,000 left in this fund for emergencies. She is recommending changing this amount to \$50,000 to allow more work to be done in District buildings. She also provided the Board a copy of the Five-Year Capital Improvement Plan, which lists needed projects at each building. Ms. LaPlante explained that this is a work-in-progress document and that the District would like to do more in 2006-2007, but does not have the funds. Bond projects are also included in the 5-year plan. The District may need to start thinking about doing another Bond election in the near future. Projects that are funded by the Capital Reserve Fund are more like "patches"—a bond issue will need to be passed for large-ticket items.

6. Consensus Items

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

- a. Personnel Recommendations & Addendum
- b. Updated Policy 1161-Regular Meetings—2nd Reading
- c. Updated Policy 6310-School Year—2nd Reading
- d. Extended Field Trip—CFAHS—Lost Creek Wilderness

ROLL CALL:

Mr. Gorsky, Aye
Ms. Hunt, Aye
Ms. Miller, Aye

Mrs. Scaggiari, Aye
Ms. Thompson, Aye
Motion Carried, 5-0

7. Board Member's Choice

Mr. Gorsky referenced two articles in the Opinion section of the *Englewood Herald*, written by students, saying they were interesting.

Ms. Hunt asked Ms. Miller to consider scheduling a work session to provide an opportunity for new Board members to "check in". She said that since there are three new Board members, it would be helpful to have a chance to talk outside a Regular Board meeting to review board member roles and how things are going. Mrs. Rogers will coordinate a time for this work session.

Ms. Thompson passed.

Mrs. Scaggiari said that Cherrelyn is having a chili dinner as a fundraiser on Thursday night.

Ms. Miller said that she also found the recent articles in the *Englewood Herald* interesting. She is concerned about the misinformation that is being passed around. It appears that people believe the Board is cutting items outside of those that have been discussed—for example, the Band trip to Hawaii, the EHS winter musical, and some sports programs. The only items the Board is cutting are those discussed at previous Board meetings.

There was some discussion around how to make the correct information available. Options discussed were the District Newsletter, the *Herald*, the *Pirateer*, and the District Web site. Ms. Thompson noted that she thought the fairest treatment of the band issue was in the *Pirateer*, saying those students did a great job. Mrs. Scaggiari said it was important to make sure programs were not being cut at another level before communicating the status of a program. Ms. Thompson said that any communication by the Board needs to clarify only what the Board did, not what schools may or may not do at the school level. Dr. McCabe and the Board will develop a Board letter and decide the best way to communicate the information.

X. COMMUNICATIONS

There were no communications.

XI. FUTURE AGENDA ITEMS

Dr. McCabe provided these items in the form of a memorandum. Ms. Hunt suggested reviewing the recent budget cut process; what went right, what went wrong, and how this process might be improved. This will be added as an agenda to the May 2 agenda.

XII. ADJOURNMENT

There being no further business, Ms. Miller adjourned the meeting at 9:05 p.m.

Ms. Karen Miller, President
Board of Education

Jill Rogers, Secretary to the
Board of Education

Date Approved