

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. Michelle Lee, EHS Student Representative to the Board
Mr. Jordan Rarick, CFAHS Student Representative to The Board
Mr. Dan Conway, Englewood Masonic Lodge
Mr. James Glasscock, Englewood Masonic Lodge
Mr. John Peck, Englewood Masonic Lodge
Mr. John Kunkel, Englewood Resident
Mr. Tom Munds, *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

Mr. Gorsky moved, and Mrs. Scaggiari seconded, to approve the November 16 Regular Meeting Minutes.

ROLL CALL: Mr. Gorsky, Aye Mrs. Scaggiari, Aye
Ms. Hunt, Aye Ms. Thompson, Abstain
Ms. Miller, Aye Motion Carried, 4-0

Ms. Thompson abstained since she attended the November 16 meeting via conference call, not in person.

V. PUBLIC COMMENTS

There were no public comments.

VI. SPECIAL REPORTS AND RECOGNITION

- Mr. Jim Glasscock, from the Englewood Masons, presented the Board with a check for \$5,200 raised for Englewood Schools libraries from the Masons' 3rd annual Golf Tournament. Mr. Glasscock introduced two other Masons in attendance, Mr. Dan Conway, Outgoing Master, and Mr. John Peck, Treasurer. Mr. Glasscock said he was proud to be at the meeting and thanked everyone who participated in the tournament. He encouraged more people to participate in future years so they can help Englewood Schools even more. The 2006 tournament is tentatively scheduled for October 7. Ms. Miller thanked the Englewood Masons for the support of the children. Dr. McCabe also thanked Mr. Glasscock and the entire lodge.
- Ms. Miller thanked Ms. Michelle Lee, EHS, and Mr. Jordan Rarick, CFAHS, for their participation as 1st semester student representatives to the Board. She said the Board enjoys having a student perspective at the Board meetings.

VII. BOARD MEMBER REPORTS

There were no Board Member reports.

VIII. SUPERINTENDENT'S REPORT

Dr. McCabe reported the following:

- An eight-week English Language Learning class for adults will be offered at Maddox and EHS, starting January 24, 2006. These classes were made available through Title III funding.
- The football field at EHS is not yet complete. There is still work to be done in the east end zone, which needs to be done in the spring.
- All contracts are out for the CFAHS Science Lab. The project will start soon.

IX. ACTION/DISCUSSION/INFORMATION ITEMS1. Annual Presentation of District Audit

Dr. McCabe explained that the District is required to have an audit of its financial systems each year. Ms. Peg LaPlante introduced Ms. Wendy Swanhorst from Swanhorst and Company to present the audit results. Ms. Swanhorst reported that the District's financial condition is very good and there were no significant issues to report. She noted that the General Fund did increase because of the mill levy.

Future recommendations included ensuring the segregation of duties, especially in Payroll, and reviewing the District's early retirement and leave policies, which have not been updated in some time. Ms. LaPlante explained that the Business Services department is planning to automate the front end of the payroll system, helping to reduce the manual entry of data. Business Services has been in discussion with vendors who have products that would work with our existing software. Regarding the policies, Dr. McCabe said that the administrative team would bring recommended updates for the early retirement and leave policies to the Board at a future meeting. Ms. LaPlante noted that changes to these policies would need to be a part of the negotiated agreement.

Ms. Swanhorst closed by saying that Ms. LaPlante's entire staff is excellent. They were very helpful and cooperative.

2. Approval to move Forward on Strategic Plan Process

Dr. McCabe addressed the Board, saying they have already seen some information on the Strategic Plan. The administrative team would like to have the Board's approval to move forward with this process. He then introduced Ms. Mary Vedra, who gave the Board a presentation on the Strategic Planning process.

Ms. Vedra said the administrative team is coming up with names of people they would like to see on the Planning Team. They are also publicizing the process out in the community, as there may be others that would like to be a part of this process. Ms. Vedra explained the following key components of the process:

- Belief Statements
- Mission Statements
- Strategic Parameters
- Internal Analysis, including strengths and weaknesses
- Organizational Critique
- External Analysis
- Competition, for both students and staff members
- Critical Issues, including threats and opportunities
- Strategic Objectives
- Measurable Goals
- Strategies
- Mutual Commitments and Expectations
- Action Teams, to carry out defined goals and strategies

Noting the need for an external facilitator, Mrs. Scaggiari asked what costs were associated with the Strategic Planning process. Ms. Vedra explained that it was important to have an external person—someone not connected with the District—to provide training and facilitation for the process. They have received two quotes, one from the person who designed the process, who came in with a very high quote, and one from a locally trained resource. The cost for the local resource is about \$4,500, which is within the means of the current proposal. Ms. Vedra noted that they may be able to use grant money for this cost.

Mrs. Scaggiari moved, and Ms. Hunt seconded, to allow the Leadership Team to proceed with the strategic planning process.

ROLL CALL:

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

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

Dr. McCabe thanked the Board for their approval, noting that the Strategic Planning Committee will meet February 17 and 18, kicking off an 8-month process. He also noted that, at the next Board meeting, the Board needs to decide which two Board members will participate on this team.

3. Certification of Mill Levy

Dr. McCabe explained that in December of each year, the Board of Education is required to certify the mill levy, which is the taxation rate for the 2006 tax year, based on 2005 assessed values.

Ms. LaPlante explained that the mill levy for the General Fund is subject to TABOR limitations. The District sets the mill levy for the Bond Redemption Fund. Because the District refinanced bonds in 2005, the District was able to reduce the mill levy.

Ms. LaPlante noted that the net result of this mill levy certification (reduced from 44.419 to 40.141) is a \$68 annual savings in property taxes for a taxpayer with property valued at \$200,000.

Mrs. Scaggiari moved, and Ms. Thompson seconded, that the General Fund Mill Levy be certified at 31.513 mills to raise \$11,310,251, and that the Bond Redemption Fund Mill Levy be certified at 8.628 mills to raise \$3,096,654. The total mill levy is 40.141 to raise \$14,406,905 in property tax revenues.

ROLL CALL:	Mr. Gorsky, Aye Ms. Hunt, Aye Ms. Miller, Aye	Mrs. Scaggiari, Aye Ms. Thompson, Aye Motion Carried, 5-0
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4. Appointment of District Legal Counsel and Chief Negotiator

Mr. Gorsky moved, and Mrs. Scaggiari seconded, that Mr. Daniel F. Bernard's appointment be extended to run for an additional two-year term beginning January 2006.

ROLL CALL:	Mr. Gorsky, Aye Ms. Hunt, Aye Ms. Miller, Aye	Mrs. Scaggiari, Aye Ms. Thompson, Aye Motion Carried, 5-0
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5. Appointment of District Medical Advisor

Mrs. Scaggiari moved, and Ms. Hunt seconded, that Dr. Ken Weller's appointment be extended to run for an additional two-year term beginning January 2006.

ROLL CALL:	Mr. Gorsky, Aye Ms. Hunt, Aye Ms. Miller, Aye	Mrs. Scaggiari, Aye Ms. Thompson, Aye Motion Carried, 5-0
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6. Appointment of District Auditor

Ms. Thompson moved, and Mrs. Scaggiari seconded, that the auditing firm of Swanhorst and Company be maintained as District Auditor until the completion of the 2005-2006 audit of financial statements. At that time, the District will bid out auditing services per Board policy.

ROLL CALL:	Mr. Gorsky, Aye Ms. Hunt, Aye Ms. Miller, Aye	Mrs. Scaggiari, Aye Ms. Thompson, Aye Motion Carried, 5-0
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7. Consensus Items

Mrs. Scaggiari moved, and Ms. Thompson seconded, to approve the consensus items as follows:

- a. Personnel Recommendations & Addendum
- b. Updated Policy 2211—Englewood Schools Chart of Organizational Functions—
1st Reading

ROLL CALL:

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

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

8. Board Member's Choice

Mr. Gorsky shared the following:

- He enjoyed the CASB conference and learned a lot. He had a chance to meet some people at the state level. He was inspired by several topics and hopes he will be able to use the information.
- He referenced the City of Englewood's Art Calendar, which features work from Englewood students, noting that there are very talented artists within the District.

Ms. Hunt also enjoyed the conference, especially the brain-based learning session and the legislative session. She enjoyed getting to know everyone a little better and is looking forward to the next four years.

Ms. Thompson shared the following:

- She addressed the Englewood Kiwanas this past Wednesday. A Kiwanas member had received one of Ms. Thompson's school board flyers before the election and called her, but they were not able to meet until just recently. She talked with them about upcoming challenges and opportunities for the District, including the strategic planning process.
- The Englewood Education Foundation had its monthly meeting. They have a new president, Alex Habenicht, and a new vice president, Olga Wolosyn. The foundation plans to do some strategic planning of their own.

Ms. Scaggiari shared the following:

- She said she enjoyed the CASB conference. She enjoyed getting to know the new Board members and discussing what issues they want to work on.
- She mentioned the Art calendar, thanking Ms. MaryLynn Baird, Clayton Art teacher. Ms. Scaggiari believes Ms. Baird is the reason Clayton is so well represented in the calendar as Ms. Baird really encourages participation in this event.

Mr. Rarick shared the following:

- Work has started on the Science Lab. There is now a big hole outside the back door.
- Night school is starting 5 minutes earlier, allowing the students to have two 10 minutes breaks during the night school schedule.
- Food Services is starting to improve.
- This is the last week of school for the mid-year graduates.
- CFAHS now has their own social worker, Ms. Heather Brown, who is great. She is doing a lot of things for the students. Ms. LaPlante noted the addition of this position is an example of the mill levy dollars at work.

Ms. Lee shared the following:

- The EHS Fall play was this past weekend and was very good.
- This is Finals week.
- The Band/Choir concert is this Thursday.

Ms. Miller thanked everyone for their participation at the CASB conference. She said it was phenomenal and she is looking forward to working with everyone. She is seeing a lot of positive moves and changes.

X. COMMUNICATIONS

There were no communications.

XI. FUTURE AGENDA ITEMS

Dr. McCabe provided these items in the form of a memorandum and asked if there were additional items the Board would like to discuss at a future meeting.

- Ms. Thompson said she would like to discuss the enrollment decline; who's leaving, why are they leaving, and where are they going? Dr. McCabe said this would be a good item for a future work/study session.
- Mr. Gorsky asked if the Board needed to provide any information for the January 30 meeting with city representatives. Dr. McCabe said that he, Ms. Miller, Mr. Gary Sears, and Ms. Olga Wolosyn will be meeting to set the agenda for the January 30 meeting. He welcomed any input from Board members as to what they would like to see on this agenda.

XII. ADJOURNMENT

There being no further business, Ms. Miller adjourned the meeting at 8:10 p.m. Following the regular Board meeting, the Board met in a Study Session.

Ms. Karen Miller, President
Board of Education

Jill Rogers, Secretary to the
Board of Education

Date Approved