

**COLORADO SPRINGS SCHOOL DISTRICT 11**  
Dr. Terry N. Bishop, Superintendent  
**Division of Business Services**  
Glenn E. Gustafson, CPA, Deputy Superintendent/CFO

**DAAC Budget Committee**  
Wendy Chiado, Chairman

**Minutes**  
April 14, 2009  
6:00 p.m.

Members Present: Jamie Cushenberry, John Gartin, Suzy Gingrich, Tina Koenig, John Leary, and Javan Ridge

Ex Officio Members Present: Becky Kluck, Ken Wieck and Becky Moore

Guest: Kandy Claybaugh, Executive Director of Grants

John opened the meeting at 6:05 p.m. He asked for any corrections to the minutes from March 10. Tina moved to accept the minutes, Jay seconded and the motion carried.

Kandy began her presentation to the committee by stating that the primary function of her department was student achievement. Measurement is taken using graduation rates and needs assessments focused in reading and math. Her office is responsible to apply for grants, manage the money and implement the programs if the grant is approved. Each program has a program manager and is evaluated. Kandy described the two categories of grants – competitive grants and formula grants. Formula grants must have certain level of criteria met to meet the formula. Title I is an example of a formula grant. Of course competitive grants are competed for.

Kandy described how her office is audited. There were eight audits last year which is a high number of audits. There are financial audits and program audits with each audit taking 25-40 each. The audits can be personal audits or desk audits (email). The grants office has 3.5 FTE grant managers. The Title I office has a budget of 12 million for disadvantaged students. There were 19 Title I schools this year and she anticipates 14-15 Title I schools next year.

In order for a school to qualify for Title I, 72% of the school population must be living at the current poverty rate. In FY10/11, that number jumps to 75%. Kandy described Title II as grants for professional development, Title II for English Language Learners (ELL), Title IV for safe and drug free programs and Title VI for special needs.

Kandy told the committee that the district has an average of 60 grants per year. Preschool, Gifted and Talented, Adult Education and Family Literacy receive grants. The district receives grants for educational technology, health clinics, constructions grants, safety, magnet grants etc. These grants may be from federal, state and local sources. All grants applied for must go through the grants office. Grants under \$10,000 can be managed at the school level.

Kandy also reviewed supplanting and talked about the federal stimulus package. With the stimulus package there will be rules attached similar to Title I such as the school must make its annual yearly progress (AYP). Kandy explained that the more money you receive, the more rules you must adhere to.

Under federal law, the district is required to apply for funds under the consolidated grant for charter and private schools with the district boundaries. The district becomes the fiscal agent. Kandy also addressed indirect money. Some grants give this money, usually 3%-7% which funds grant office staff. Special Education is not charged indirect costs by District 11.

Kandy discussed the salaries for the grants office. Salaries are mostly paid for by grants or indirects and supplemented by some General Fund dollars. When a grant comes in, the district must spend the money to get the indirect money.

To keep abreast of what grants are available, Kandy belongs to a group of local grant writers. She also subscribes to newsletters and uses the Colorado Department of Education and federal websites. She implements personal contact for local grants.

At this time, Kandy took questions and was asked to return for the next committee meeting. Any further questions that the committee might have are to be emailed to Becky Moore who will contact Kandy with these questions. Kandy said she could attend the next meeting on April 21, 2009.

The committee reviewed the budget cuts for central administration for next year. Ken told the committee that based on the latest total program funding numbers from CDE almost \$7 million in cuts would be needed to cover the worst case scenario for projected revenues. The Board of Education had directed central administration to cut \$1 million. Ken indicated that the handout was just a list of central administration cuts. There were also school-related cuts but those were not ready to be made public since they were just administration proposals. The Superintendent and Board of Education had not yet seen these proposed cuts.

The meeting was adjourned at 7:35p.m. with plusses and deltas.

**Next Meeting: Tuesday, April 21, 2009 at 6:00 p.m. in the FOTC Oak Room**