

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

December 9, 2008

6:00 p.m.

Members Present: Jamie Cushenbery, John Gartin, Suzy Gingrich, John Leary, Bob Miner, and Javan Ridge

Ex Officio Members Present: Becky Kluck and Becky Moore

Guests: Mike Maloney, Director of Facilities; Brenda LeBrasse, Executive Director of Achievement and Accountability and Response to Intervention (Rtl) and Patti Howley, Rtl Facilitator

John Gartin opened the meeting at 6:05 p.m. in Wendy's absence. John G asked for corrections, additions or deletions to the minutes. Bob motioned to accept the minutes as written, Jamie seconded the motion and it carried unanimously.

John G wanted to discuss a few open items from the October 28th meeting. He asked if the development of a five-year financial plan had been discussed with Glenn. Becky Kluck told John that she had brought this subject to Glenn's attention and Glenn thought that a three-year plan would be more feasible than a five-year plan. The superintendent's staff has been informed of this request. Becky also let the committee know that an IBR form revision was being refined at this time.

John G wanted to address the Saturday School P-card use topic from the October 28th meeting as well. Becky informed the committee that when the IBR requests were submitted to the budget office, they did not include account numbers for the budgets. Therefore, the budget office used the same account numbers that had been on the previous year's IBR request of the same nature. However, the text of the IBR included instructional supplies and breakfasts as part of the request. Becky told the committee the schools budgets will be adjusted at the mid-year to properly account for the expense of breakfast.

Mike Maloney was introduced to the committee. Mike came to the meeting to discuss the deletion of Budget Policy DBC-R, Planning, Preparation and Schedules. Mike told the committee that he was unaware of the regulation because the regulation is located in the budget section of the board policies and does not appear in the facilities section. He was, therefore, not familiar with it. He did agree that at one time there was a Capital Reserve Committee formed.

Mike discussed why this regulation was set up and how long ago it came into being. Things changed in FY98/99 when Certificates of Participation (COP) were issued and the payment of these COPs was made from the capital reserve account. The committee mentioned in the regulation was dissolved because the funds left after the COP payment was very small. Facilities decided to use this small amount to fund capital renewal projects instead of capital improvement projects. A portion of the funds also goes to purchase vehicles and technology equipment.

There is already a process in place for selecting the projects for capital renewal that are done every year. Mike outlined the current process. A facilities committee of shop foreman and facilities planners meets to discuss the projects of most urgent need throughout the district. Input is requested from school principals who assess their buildings' needs and make recommendations to the facilities team.

Mike described what the ideal budget for renewals would be. Bob asked how much money is being paid to the COPs. Mike thought about \$2 million per year but the payment will balloon in 2010 to around \$5 million. He indicated that Glenn Gustafson plans to refinance them before the balloon. John L asked about a roadmap for the future. Mike stated that the facilities' mission is to accomplish the duties of taking care of

district buildings and that the 5-year capital plan is reviewed on a 2-year cycle and updated as needed. Capital improvements can get political unlike capital renewal.

Becky asked Mike about the committee included in facilities policy FE. Mike indicated that this committee would not be the same as the one in Policy DBC-R. Becky discussed with the committee the state statutes that apply to Policy DBC-R. Mike would favor the deletion of regulation DBC if there are no law requirements. Becky indicated that Glenn may try to remove the language in the statute that pertains to a required resolution for capital projects in the Capital Reserve Fund through legislation.

The committee also reviewed page 266 in the FY08/09 Adopted Budget book. There was discussion about another regulation for capital projects. John G asked Mike when he would move forward with forming a new regulation to replace this one if it is deleted. Mike indicated that he did not feel that the regulation was a budgetary issue for this committee. Becky K. noted that Frank Bernhard and Glenn Gustafson should be able to meet with each other about it and then move forward to bringing it to the Policy Committee if necessary. There was a brief discussion on the Policy Committee process.

Brenda LeBrasse and Patty Howley were introduced to the committee. Brenda wanted to clear up that Response to Intervention (Rtl) is not a program but rather an instructional framework. She described the tiers and explained how the district has dovetailed Rtl with Continuous Quality Improvement (CQI). This framework is here to stay as it is state mandated. All schools must have 100% implementation by 2009. In 2009 some special education services will implement a change in the criteria used to qualify students who are learning disabled. The goal of the district is to utilize the Educational Achievement System (EASy) to place students within the Rtl framework. Brenda described the Positive Behavior Support (PBS) that is associated with Rtl. There is always a lack of funding for this part of Rtl because it is not instructional. John L indicated that it seems the academic side of Rtl is emphasized and asked about available resources for the PBS side. Brenda told the committee that the PTAs are asked to help out with PBS. Brenda stressed that more parental involvement is needed.

Brenda examined the handouts she brought with the committee and described the process of getting a student into the proper intervention. Patty distributed a handout about AIMSWEB which is used to facilitate the process. Also discussed was the difficulty in implementing Rtl at the middle and especially high school levels.

Javan asked about the process that principals use to evaluate the effectiveness of tutors. Brenda said that they are using walk-throughs. A new rubric has been developed to help principals with these walk-throughs.

The three prominent programs being used are Success Maker, Study Island and EDIS. Currently the district is issuing licenses on a single basis. To get a district-wide license would cost over \$1 million.

The committee discussed the fact that the Rtl office will be dissolved next year with the Executive Directors of Achievement and Accountability taking on the responsibility of implementing Rtl. John L was concerned about funding the licenses if the Rtl office is gone and felt it should be the responsibility of the curriculum office.

Jay asked where the training money was coming from for Rtl tools. Brenda indicated that Ronda Schimpf has built Rtl training into the staff development budget. Jay was still concerned that there was not enough budget to train everyone as well as conduct two or three year refresher courses. Also discussed with training was the district's ability to fund the substitutes, mileage, etc. for training. John G indicated that the entire Rtl framework will need continual monitoring or it will fail. The need for colleges to get on board and train up and coming teachers in Rtl was mentioned. Several members supported having Rtl training as a potential requirement for hiring in D-11. The committee asked Brenda to provide the number of teachers who have taken the training and she told the committee she had the number but not with her tonight but would provide it for them.

Due to the late hour, the chairman decided to table the budget policies review agenda item and adjourned the meeting at 8:05 with plusses and deltas.

Next Meeting: [Thursday, January 22, 2009 at 6:00 p.m.](#)