

THE BOARD REPORT June 13, 2018

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GOOD THINGS

North Middle School 2017-18 ICAP Middle School Winner

North Middle School is being recognized this evening for their work surrounding Individual Career Academic Plan better known as ICAP.

ICAP is both a state law and District 11 Board Policy. The purpose of ICAP is to help students explore, connect, plan, and “become prepared for a world yet to be imagined.” The ultimate goal and purpose of ICAP is allow students to have real, meaningful, and relevant experiences that teach them, allow them to explore, and prepare themselves for college, trade or technical school, the military, or the world of work upon graduation. In District 11, students in grades 6-12 complete tasks and participate in activities that allow them to be more aware and better prepared to become what we call, “Postsecondary and Workforce Ready.”

North Middle School was selected as the middle school winner in the state of Colorado for the 2017-2018 school year. Their work represents the best practices of ICAP in middle school and is a positive reminder of the meaningful work that counselors do to support students connecting academics, social and emotional learning and career & college readiness opportunities. Congratulations to **Chris Kilroy, Kelly Gallegos, Christie Whittaker, Deborah Hronksy, and Kaytie Wilson.**

Jenkins Middle School Receives Capturing Kids' Hearts National Showcase School Award

Jenkins Middle School has received a *Capturing Kids' Hearts National Showcase Schools™* award for the 2017-2018 school year from the Flippen Group. Two years ago, Jenkins began an initiative to transform the campus into an emotionally safe and relationally connected place for students, staff, and parents to come alive with a love for learning. The Flippen Group is proud to recognize the outstanding staff at Jenkins who have dedicated themselves to making a difference in the lives of our children.

Capturing Kids' Hearts campuses across the country were considered for these awards, based on the following criteria: 1) nomination based on observation, 2) level of implementation of *Capturing Kids' Hearts* processes by all staff as measured by online surveys, and 3) data demonstrating that *Capturing Kids' Hearts* has made a significant improvement in attendance, discipline, climate/culture, or academics.

A Flippen Group team visited each nominated campus to gather additional quantitative and qualitative data, and to interview students, teachers, administrators, and parents. They used a matrix of key measurements to gather information during the campus walk-through. Finally, an additional survey was conducted to collect feedback regarding the perceived climate and culture of the campus and its conduciveness to learning. Following this visit, the selection team reviewed all accumulated data and selected the campuses to receive the *Capturing Kids' Hearts National Showcase Schools* awards.

District 11 Awarded ASBO's Certificate of Excellence in Financial Reporting

The Association of School Business Officials (ASBO) International awarded Colorado Springs School District 11 the ASBO 2017 Certificate of Excellence in Financial Reporting. This award represents a significant achievement and reflects District 11's commitment to fiscal integrity and high-quality financial reporting.

District 11 Teachers Receive Boettcher Foundation Teacher Recognition Award

Two D11 teachers have received the Boettcher Foundation Teacher Recognition Award, **Elizabeth Blanco**, Jackson Elementary, and **Sarah Jacobs**, Coronado High School. Forty-two Colorado teachers have been selected as recipients of the Boettcher Foundation's Teacher Recognition Award. The annual award honors the educators who have had the greatest influence on the 2018 class of Boettcher Scholars.

As part of the Boettcher Scholarship program, which provides Colorado's most talented students with scholarships to attend a Colorado college or university, recipients are asked to select the teacher who has impacted him or her the most. Each teacher honoree is recognized with a personalized plaque, a special tribute from the Boettcher Scholar who selected them, and a \$1,000 grant to be used for a project or activity to benefit students at their school.

CONSENT ITEMS

Approval of Board Meeting Minutes

Certified copies of the Board of Education's official minutes may be obtained from the Records Management Center. Cost of copying will be borne by the requester, per Board Policy BEDG.

The Board of Education approved the minutes of the May 30, 2018 regular board meeting and the June 4, 2018 special board meeting. All minutes are available on the District website, after approval by the Board of Education.

Personnel Recommendations

The Board of Education approved the June 13, 2018 Personnel Recommendations, as submitted by administration.

Instructional Material and Secondary Course Approval

Instructional Materials Summary

The Board of Education has the responsibility to approve textbook materials, periodicals, newspapers, computer software, and content posters. The approval of new instructional materials originates based on identified curricular needs. Under the direction of the content facilitator, the appropriate curriculum committee reviews the instructional materials and asks a citizen to review and make a written recommendation. The curriculum committee recommends the instructional materials for general or specific use and then submits the instructional materials for recommendation to the appropriate content area facilitator. Once the appropriate facilitator approves the instructional materials, a request for approval is made to the Assistant Superintendent of Instruction, Curriculum and Student Services.

All instructional materials submitted for approval have completed the required process as specified in the Board of Education policies IJJ and IJJ-R. The Textbook Selection and Adoption policy states "The Board will receive requests to adopt titles recommended by the curriculum committees along with the citizens' comments and the curriculum committee's analysis of the citizens' comments." Instructional materials planned for district wide implementation will be designated as such in the Board of Education Instructional Materials Approval Report.

There will be times when software and textbooks may go through an approval process in anticipation of funding sources yet to be determined. The instructional materials on the enclosed list of materials have been selected and recommended for adoption according to Board of Education Policy IJJ-R. These materials include textbooks, periodicals, computer software, and content posters.

Secondary Courses Summary

The Board of Education is required by state statutes to determine the educational programs delivered to the schools of the district. The development of new courses is driven by educational needs at school sites. The process originates with identified student needs. A proposed course is then reviewed by the building principal. The proposals moves to the appropriate curriculum committee where it is approved or not approved based on the following:

1. Relationships to content standards and benchmarks
2. Assessment procedures
3. Instructional strategies and objectives
4. Materials and resources

Once approved by the curriculum committee, the appropriate Curriculum facilitator signs the course approval and submits it to the Assistant Superintendent of Instruction, Curriculum and Student Services for approval.

All course proposals submitted for approval or deletion have completed the required process of the Division of Instruction, Curriculum and Student Services. Board of Education Policy IGA (Curriculum Development) states, "Curriculum development, review and evaluation shall be the responsibility of the District staff... After development, review and/or evaluation by a curriculum committee, all new curriculum, programs and courses of study, shall be presented Superintendent/designee (Assistant Superintendent) to the Board for its consideration and action."

Instruction, Curriculum, and Student Services presents new, changed and/or deleted courses, as attached, which have been developed according to Board of Education Policy IG and IGD. These courses are designed to support the needs of secondary students and are related to content standards and benchmarks.

Citizen Review of materials requested for adoption by the Board of Education will be held during each approval period. Notification of the Citizen Reviews are posted for each period on the District 11 website, on Channel 16 and through the District 11 Loop messaging system.

Teachers, teacher-leaders, principals and instruction and curriculum facilitators participate collaboratively in a selection process to bring materials and courses forward for Board of Education approval.

Once materials are approved both building, central, and mill levy override budgets may be used to purchase materials.

It is requested that the Board of Education approve the instructional materials, new or amended secondary courses as submitted.

The Board of Education approved the instructional materials, new and/or amended secondary courses.

Policy IHBF: Homebound or Hospital Instruction

Policy IHBF, Homebound or Hospital Instruction, establishes available instruction for students enrolled in District 11 schools or programs whose extended absence from school is the result of a medically verified physical, mental, or emotional disability illness.

IHBF is recommended for revisions to align with both the Individuals with Disabilities Education Act (IDEA) and Section 504 of the Rehabilitation Act of 1973. In accordance with circumstances and applicable law, instruction and services provided to a student via homebound instruction will be individually designed and determined on a case-by-case basis.

The Board's Policy Committee recommends that the Board adopt the revised policy IHBF, Homebound or Hospital Instruction.

The Board of Education adopted the revised policy IHBF: Homebound or Hospital Instruction.

Policy BCB: Board of Education Member Conflict of Interest

Policy BCB, Board of Education Member Conflict of Interest, defines potential conflicts of interest for Board members.

BCB is recommended for one amendment: add the new federal definition of spouse as defined in 20 C.F.R. Part 825, that includes the recognition of marriages and unions that are legally entered into in other states.

The Board's Policy Committee recommends that the Board adopt the revised policy BCB, Board of Education Member Conflict of Interest.

The Board of Education adopted the revised policy BCB: Board of Education Member Conflict of Interest.

Policy LBD: Relations with Charter Schools

Policy LBD, Relations with Charter Schools, establishes the Board's policy surrounding efforts by interested persons wishing to submit proposals for the establishment of charter schools within the District. This policy provides information regarding the application process as well as applicable state laws.

LBD is recommended for revisions to the new charter school application and request for relinquishment windows. The recommended revisions achieve the goal of running both the new charter school application window and the request for relinquishment window concurrently at August 1 to September 1 of any given year. Both would have a notice of intent deadline of June 1 of any given year.

The Board's Policy Committee recommends that the Board adopt the revised Policy LBD, Relations with Charter Schools.

The Board of Education adopted the revised Policy LBD: Relations with Charter Schools.

Resolution 2018-44: Use of Portion of Beginning Fund Balance

Colorado Revised Statutes, 22-44-105(1.5)(a) states that a duly adopted budget shall not provide for expenditures, interfund transfers, or reserves in excess of available revenues and beginning fund balance. This resolution authorizes the use of beginning fund balance as a means to balance revenues and expenditures.

The Board of Education determines that the beginning fund balance in the general fund and other funds are sufficient to allow for the funding of one-time expenditures. This resolution is based on state statute that requires the Board of Education to specifically authorize the use, or expenditure, of fund balance (non-recurring) funds. The purpose of this resolution is to ensure full disclosure of the use of beginning fund balance to balance the expenditure budget.

The Board of Education should be satisfied with the use of beginning reserves as a means to accomplish the District's business plan. The use of beginning fund balance should represent a reasonable match of recurring and non-recurring sources and uses.

The Board of Education approved Resolution 2018-44: Use of Portion of Beginning Fund Balance.

Resolution 2018-46: Designations of Fund Balance

Governmental accounting allows for the designation of fund balance in order to restrict and designate the availability of unspent funds at the end of a fiscal year.

Required by the Governmental Accounting Standards Board, this resolution allows the Board of Education to designate certain unspent budgets (mostly school budgets) to carry forward to the following fiscal year. This resolution is especially important in designating resources for specific purposes. The management of reserves is a critical financial planning tool.

The Board of Education should be satisfied that the designation of reserves adequately plans for the District's future. Any modification or alteration of the reserve levels should take place at this time.

The Board of Education approved Resolution 2018-46: Designations of Fund Balance.

Resolution 2018-47: TABOR Reserves and Designations

Article X, Section 20 of the Colorado Constitution defines "fiscal year spending" as all district expenditures and reserve increases, except as to both; those for refunds made in the current or next fiscal year, or those from gifts, federal funds, collections from another government, pension contributions by employees and pension fund earnings, reserve transfers or expenditures, damage awards, or property taxes.

This resolution designates spending of various reserves, ultimately reconciled to the District audit, in accordance with Article X, Section 20 (TABOR) of the Colorado Constitution.

Colorado Springs School District 11 has not "de-TABOR-ed" as most other school districts and is therefore required to adhere to the regulations in Article X, Section 20 of the Colorado Constitution.

The Board of Education approved Resolution 2018-47: TABOR Reserves and Designations.

Resolution 2018-48: Interfund Borrowing

Colorado Revised Statute 22-44-113 authorizes the Board of Education to borrow unencumbered monies from one fund for use by another fund. Monies borrowed from a fund pursuant to applicable laws must be repaid to said fund when needed to meet obligations of the fund and any such loan shall be repaid no later than three months after the beginning of the following budget year. In the event monies are not forthcoming from the designated sources, an amount equal to the outstanding liability shall be expended from the general fund and used to repay the loan.

This resolution authorizes the District to borrow between funds, up to authorized limits, to meet cash flow and expenditure requirements. The District uses pooled cash banking mechanisms that automatically create interfund borrowing on a daily basis.

The Board of Education should be comfortable with the borrowing levels of each fund and satisfied the "borrower funds" are prudently managing receipt and disbursement activity in order to minimize interfund borrowing.

The Board of Education approved Resolution 2018-48: Interfund Borrowing.

ACTION ITEMS

Budget Transfers, Appropriations, and FTE Approvals

The deteriorated condition of the water pipes have raised serious health concerns at Charles M. Russell Middle school. Both the scope of the work and the speed of work have impacted the preliminary "rough order of magnitude" budget estimates. Facilities was initially focused on handling the first phase of the work to replace the cold water lines. Now, with the results of the architectural and engineering efforts, Facilities has identified the entire core requirement to address the cold water lines that are deemed a higher risk that is the work that needs to be done now. Regarding the 'speed of the work', it is recognized that a contractor cannot reach a high level of "productivity" with this re-piping work so they cannot reach an "economy of scale."

The Board of Education approved the capital reserve, capital projects fund transfer.

DAC Membership and Charge

The District Accountability Committee has the responsibility of submitting, for Board approval, members to serve on the District Accountability Committee (DAC) for the 2018-2019 school year. The DAC membership is made up of parents, district staff, and community members.

Recommendation: That the Board of Education approves member names of the 2018-2019 District Accountability Committee (DAC) and charge, as submitted.

This item will move to consent for the June 13, 2018 meeting.

Resolution 2018-45: Appropriation of the FY18-19 Budget

Colorado Revised Statute 22-44-110(4) requires that the Board of Education adopts a budget with an appropriation resolution, by fund, for the next fiscal year. The appropriation resolution sets the maximum level of expenditures, subject to re-appropriation, for each fund for the entire 2018-2019 fiscal year.

One of the first documents in the front of the budget document is the appropriation resolution. By approving the appropriation resolution, the Board of Education in fact adopts the budget. The District uses a budget consideration process that utilizes a heavy amount of staff and community participation and involvement. In addition to the countless hours of discussion and debate at multiple levels of the organization, including employee group input, the District enjoys a strong relationship with the District Accountability Committee's (DAC) Budget Subcommittee. The DAC Budget Subcommittee plays a key role in bringing community input into resourcing of the District mission.

The objectives of the budget adoption process are to best resource the District's business plan, reflect the priorities of the District 11 Board of Education, comply with all regulatory requirements, and provide a sound financial plan with adequate contingencies for the stewardship of taxpayer resources.

The Board of Education adopted Resolution 2018-45: Appropriation of the FY18-19 Budget.

Resolution 2018-49: Student Fees, Fines, and Charges

Board of Education Policy JQ calls for a fair mechanism by which students pay reasonable fees to help defray the cost of such programs, activities, and amenities to the school district without making them prohibitively expensive.

This resolution sets the student and parent fees and charges for the 2018-2019 fiscal year. Pursuant to Colorado Revised Statute 22-32-117 Miscellaneous Fees, a list of fees collected shall be approved by the Board of Education in resolution authorizing the collection of such fees. Each year the schools are asked to update the list of fees collected at their sites. The resolution allows the fee schedule to be updated during the year and any revisions will be presented with the following year's fee schedule for board of education approval.

The Board of Education should be satisfied that the fees, fines, and charges are adequate and equitable for district customers and that the fees, fines, and charges are fairly authorized and enforced.

Key staff updating the fees, fines, and charges include all District 11 principals; K-12 Executive Directors John Keane, Sherry Kalbach, Dr. Brien Hodges, and Daniel Hoff; Director of Food and Nutrition Services Kent Wehri; Director of Athletics David Eichman; Assistant Superintendent David Engstrom; and Deputy Superintendent Dr. Mary Thurman.

The Board of Education approved Resolution 2018-49: Student Fees, Fines, and Charges and the accompanying exhibits JQ-E-1, JQ-E-2, JQ-#-3, and JQ-E-4.

Resolution 2018-50: Juneteenth Holiday Observance

The Board of Education approved Resolution 2018-50: Observance of Juneteenth Holiday.

Mill Levy Override Oversight Committee Membership and Charge Approval

Submitted for Board approval are members to serve on the Mill Levy Override Oversight Committee for the 2017-2018 and 2018-2019 school years and the committee's charge. The committee's membership is made up of community members. The Board of Education may add members to the citizens' oversight committee at any time and all members of the citizens' oversight committee shall serve at the pleasure of the Board of Education. The committee serves in conjunction with the Board of Education Audit Advisory Committee and frequently collaborates with the District Accountability Committee and its budget subcommittee.

Recommendation: That the Board of Education approves the member names of the 2017-2018 / 2018-2019 Mill Levy Override Oversight Committee and its charge.

The Board of Education approved the member names of the 2017-2018/2018-2019 Mill Levy Override Oversight Committee and its charge.

NON-ACTION ITEMS

FUTURE MEETINGS/WORK SESSIONS

A Board of Education work session is scheduled for Wednesday, June 20, at 4 p.m., at the administration building, 1115 N. El Paso St., in the Board Room.

Adjournment

The meeting was adjourned at 8:04 p.m.