

**BOARD Meeting Activity**  
**April 15, 2019**

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**GOOD THINGS**

**District 11 Celebrates 2019 Rotary Club Diamond Award Winners**

The Rotary Club of Colorado Springs sponsors the “Diamond Award – A Cut Above” to honor teaching excellence in D-11 high schools. For this award, students nominate teachers who have inspired them, and members of the awards committee announce winners by arriving in a classroom to advise students that their teacher is a Diamond Award winner. Annually, recipients are selected from each of the District 11 high schools. The awards are officially presented at Rotary luncheons, where the teachers have an opportunity to talk with local community and business leaders about the state of education and their passion for teaching.

The 2019 Diamond Award recipients are: Kyle Yeh, Coronado High School; Steve Ottmer and Sarah Ortiz, Doherty High School; Kaitlin Harrington, Mitchell High School; Melissa Garlock, Palmer High School; and James Owino, Odyssey Early College and Career Options.

**West Middle School Recognized as A 2019 Colorado Trailblazer Schools to Watch**

West Middle School has been recognized as a 2019 Colorado Trailblazer Schools to Watch. The Colorado Association of Middle Level Education is proud to honor West with this distinguished designation. West is one of 100+ schools that will be recognized nationwide at the National Schools to Watch Conference on June 28, 2019, in Washington, DC.

“West demonstrates that high-performance is the result of intentional focus on the whole child. A collaborative community that cultivates student inquiry, attention to the whole child, and intellectual stamina results in a dynamic school where students thrive!” explained Diane Lauer, State Director of the Colorado Schools to Watch program. “West excels in providing active, engaging, and rigorous student learning for every student. They have built a powerful, high quality middle school that is a model for our state.”

Selection is based on a written application that requires schools to show how they met criteria developed by the Forum. State teams, organized by the Colorado Schools to Watch ([www.coloradoschoolstowatch.com](http://www.coloradoschoolstowatch.com)) program, conduct site visits in order to affirm that they have indeed met the rigorous requirements of the award. These teams observe classrooms,

interview administrators, teachers and parents, review achievement data, suspension rates, instructional quality, and student work. Schools are recognized for a three-year period, and at the end of three years must repeat the process in order to be re-designated.

### **Four Palmer Students Headed to the National Speech and Debate Tournament**

Palmer High School students Alexander Fix, Lauren Geiser, Elizabeth Laffely, and Zoe Manz-Jackson qualified for the National Speech and Debate Tournament, to be held June 16-21, 2019 in Dallas, Texas.

Alexander Fix competes in International Extemporaneous Speaking, which is arguably the most challenging event. At the competition, he will have to prepare a different speech for each round. In each round, he will have 30 minutes to prepare a 5-7 minute speech on a question regarding international policy and economics using only the research he has done previously.

Lauren Geiser qualified in Lincoln-Douglas Debate, which is a one-on-one debate format based on values and philosophy that addresses the moral implications of policy-based issues. She also qualified as an alternate in Congressional Debate.

Elizabeth Laffely qualified in World Schools Debate. This is a format new to the U.S. in which students compete in teams of 3-5 by debating a different resolution every round, several of which are impromptu topics. Elizabeth was selected as one of the top eight students in Southern Colorado to represent our area at Nationals.

Zoe Manz-Jackson qualified in Congressional Debate. She will have just over a month to research approximately 50 bills and resolutions (submitted by schools from all over the country). At competition, she will debate the bills in rooms of approximately 25 students.

### **Palmer Senior Named John Lynch Star of the Month**

Congratulations to Saneer Cates, senior at Palmer High School. In January, she was named as a John Lynch Star of the Month. Teachers, coaches, and school administrators can nominate middle and high school student-athletes who have overcome a significant challenge, who show positive attitudes, and who have taken great strides to do their personal best in academics and athletics. All winners and their families will be honored at the Star of the Month Celebration, which will be held in May.

## **SPECIAL REPORTS**

### **Board Member Reports**

Board members reported on their various activities.

### **Superintendent's Report to the Board**

The following policies were reviewed by the Board's Policy Committee, and there are no significant revisions recommended at this time:

- CBIA, Public Inspection of Superintendent's Evaluation, is aligned with state law in declaring that portions of the Superintendent's evaluation are open to public inspection.

- HH, Negotiating Organizations, discusses the process for recognition of an organization as the exclusive representative of the teacher employee group.
- KB, Parent/Guardian Engagement, discusses the six essential elements in encouraging parent/guardian engagement.

### **Legislative Update**

Dr. Thomas introduced the topic and turned the presentation over to Deputy Superintendent/ Chief Financial Officer Mr. Glenn Gustafson.

Mr. Gustafson briefed the Board of Education of new legislative matters affecting K-12 education. Key bills for discussion included:

- School Finance Update
- Contracting for Professional Services

## **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 March 21, 2019, regular board meeting. All minutes are available in BoardDocs through the Board of Education District website, after approval by the Board of Education.

### **Personnel Recommendations**

The Board of Education approved April 15, 2019, Personnel Recommendations, as submitted by the administration.

### **FY 2019-20 Benefits Insurance Committee Plan Design and Premium Recommendations**

The Board of Education approved the Benefits Insurance Committee's FY2019-20 recommended plan design and premium recommendations.

## **ACTION ITEMS**

### **D.2 Contract Award: Data Analysis and Reporting Applications**

**Background:** The current vendor (Alpine Achievement) for data reporting/analytics (e.g. student assessment data for school and department reporting) and plan management tool (e.g. Individual Education Plans, 504 plans, and English Language Learning plans) will no longer offer the combined product beyond June 30, 2020. Last fall, the District discovered that the vendor was no longer going to support this tool. In October, the District issued a request for information (RFI) for the purpose of conducting market research and to schedule product demonstrations. The District's initial market explorations suggested there may be no vendors whose products offer the same combination of services provided by the current vendor. The vendor feedback yielded from the RFI process was that the plan management effort was not commonly found with data reporting products to meet the District's needs. This finding resulted in how the solicitation was structured and issued.

A request for proposal was issued and a competitive source selection process was followed. The evaluation team was hopeful that vendor responses would propose a robust system to fully replace the functionality of our current system, that was not the case. A separate process for the plan management effort is underway.

The evaluation team selected Hoonuit as the best value solution for the data reporting/analytics application. If fully executed, the total contract amount is estimated at \$668,000 for a five-year contract, including an implementation and data migration phase at a non-recurring cost of \$108,000. The annual vendor hosted license and maintenance fee is based on student count and the per student fee is fixed for the five-year term; it is estimated at \$112,000 per year. Currently \$92,317 is spent annually for the data reporting/analytics product in use today.

The Board of Education approved contract C2019-0082 for a five-year term to provide a data reporting and analytics application to support our student assessment data and reporting requirements. This contract has an estimated total contract value of \$668,000.

### **D.3 Budget Transfers, Appropriations, and FTE Approvals**

This school year has seen the coldest winter in the past five years. As a result of the climate this year, as well as increases in utility usage and rates, the budget for utilities in the District has fallen short of projections. This request is to fund utilities for the remainder of the 2018-19 fiscal year.

The District's request is based on the following:

- Increase in water usage and rates
- Increase in natural gas usage and rates
- Increase in sewage costs
- Slight increase in electricity usage

The Board of Education approved the requested transfer from the general fund contingency account to increase utilities budgets.

### **D.4 2019-2020 Preliminary Budget Development Assumptions**

Each year prior to preparing the proposed budget document, the Budget and Planning Office provides preliminary budget information (PBDA) to the Board of Education for approval. The preliminary budget guides the Superintendent for the FY 19-20 budget preparation in advance of the release of the FY 19-20 proposed budget by May 31, 2019. In addition, the PBDA provides an excellent snapshot of next year's budget outlook that is helpful in communicating the District's school finance challenges to community and staff.

The Board of Education approved the preliminary budget development assumptions for the 2019-202 fiscal year on condition that the direct instruction program hours of the current Springs Community Night School be preserved for the 2019-2020 school year through a collaborative well-developed plan using resources at the Roy J. Wasson Academic Campus; and that the District re-examine class size ratios, in particular kindergarten, first, and second grade teacher-to-student ratios; and reconsider staffing ratios through an equity lens.

**D. 5 Resolution 2019-27, National Volunteer Week - April 7-13, 2019**

National Volunteer Week will be celebrated the week of April 7-13, 2019. It is a time for School District 11 to recognize the efforts of over 21,000 volunteers who contribute, in service to others, over \$31,824,576.00 (based on 2017-2018 data at \$14.00 per hour). Individual schools are encouraged to appreciate and recognize the individuals who volunteer with their students. Administration encourages all citizens to participate in the celebration of National Volunteer Week, April 7-13, 2019.

The Board of Education approved Resolution 2019-27, recognizing the week of April 7-13, 2019, as National Volunteer Week.

**D. 6 Resolution 2019-28, Executive Professionals Week, April 22-26, 2019**

Executive Professionals are essential and vital to School District 11 and the State's educational system. And, in recognition, the Board of Education is proclaiming the week of April 22 – April 26, 2019, as Executive Professionals Week in District 11.

The Board of Education approved Resolution 2019-28, recognizing April 22-26, 2019, as Executive Professionals Week in District 11.

**D. 7 Resolution 2019-29, Distracted Driving Awareness Month**

The Board of Education approved Resolution 2019-29, in support of Distracted Driving Awareness Month.

**NON-ACTION ITEMS**

**Policy EEAFB, Use of School Buses by Community Groups**

EEAFB, Use of School Buses by Community Groups, establishes that it is the policy of the Board to make school vehicles available for use by appropriate community groups of five or more individuals to the extent that such use does not interfere with District purposes.

EEAFB was recommended for the following revision: the addition of a sentence that states that use by a private enterprise may be considered if the private enterprise provides services for the education, enrichment and development of students. The policy currently states that use by private enterprises is prohibited. The regulation, EEAFB-R, is revised by changing the number of days required when a group requests such use. The regulation currently states that the request must be submitted 15 calendar days prior to the use. As revised, the number is 30 days. This gives the Director of Transportation additional time to prepare.

The Board's Policy Committee recommended that the Board adopt the revised version of EEAFB, Use of School Buses by Community Groups.

The Board of Education agreed to move this item to Consent Items on April 24, 2019, Regular Board Meeting.

### **Policy JFBA/JFBB, School Choice-Open Enrollment and Transfer**

Policy JFBA/JFBB, School Choice-Open Enrollment and Transfer, establishes the guidelines applicable to students applying for open enrollment in a school outside their attendance area.

JFBA/JFBB was recommended for revisions to help clarify the process. Those revisions include the following:

- additional definitions of "Attendance Area" and "Neighborhood School";
- amended definition of "Open Enrollment" to include students new to the District;
- revised definition of "Transfer" clarifying that a transfer applies to current District students requesting a change after October 1st, and the deletion of language stating the transfer only applies to the current school year - a transfer, if granted, will apply for the duration of that school's education level (all of ES, MS, or HS);
- added language to align the reasons an open enrollment/choice application may be denied to CRS 22-36-101(3);
- Under Priority 1 on page 3, revised paragraph 3 to allow students attending their neighborhood school but have relocated out of the school's attendance area, to continue enrollment through the school's education level without applying through the open enrollment process (but parents/guardians will be responsible for transportation);
- Under Transfers on page 4, again clarifying that a transfer applies to current District students requesting a change after October 1st, and the deletion of language stating the transfer only applies to the current school year - a transfer, if granted, will apply for the duration of that school's education level (all of ES, MS, or HS).

The Policy Committee also reviewed the Regulation JFBA/JFBB-R. Following were notable revisions:

- Under "Designation of Open Enrollment Choice Window and Post-Window Application Period" - revised the paragraph to state that the "priority" open enrollment choice window is from November 1st to February 15th, but even after the "priority" window closes, applications for current District students will be accepted through October 1st (rather than the first school day following Labor Day), of the applicable school year. This paragraph is also revised to state that students new to the District wanting to submit an open enrollment application may do so at any time of the year prior to enrolling in their neighborhood school. Lastly, this paragraph contains the deletion of the following: "No applications will be accepted from the end of the post window application period until the start of the open enrollment choice window for the subsequent school year";
- Moved language regarding the communication plan to the end of the regulation to help with the flow.

The Board's Policy Committee recommended that the Board adopt the revised Policy JFBA/JFBB, School Choice-Open Enrollment and Transfer.

The Board of Education agreed to move this item to Consent Agenda for April 24, 2019, Regular Board Meeting.

## **Instructional Materials and Secondary Courses 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 Deputy Superintendent of Achievement, Learning, and Leadership.

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 Deputy Superintendent of Achievement, Learning, and Leadership for approval.

All course proposals submitted for approval or deletion have completed the required process of the Division of Achievement, Learning, and Leadership. 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 by

the superintendent/designee (deputy superintendent) to the Board for its consideration and action."

Achievement, Learning, and Leadership 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 content 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 was requested that the Board of Education approve the instructional materials, new or amended secondary courses as submitted.

The Board of Education agreed to move this item to Consent Agenda for April 24, 2019, Regular Board Meeting.

#### **FUTURE MEETING/WORK SESSIONS**

President Mason reviewed the following calendar and upcoming events:

- Wednesday, April 17, 2019, Work Session, 4:00 p.m.; Boardroom
- Wednesday, April 24, 2019, Regular Board Meeting, 5:30 p.m.; Boardroom
- Wednesday, May 1, 2019, Work Session, 4:00 p.m.; Boardroom

#### **ADJOURNMENT**

The meeting was adjourned at 10:52 p.m.