

**BOARD OF EDUCATION MINUTES  
JUNE 23, 2008  
MANITOU SPRINGS SCHOOL DISTRICT 14  
MANITOU SPRINGS, CO**

Regular Monthly Board of Education Meeting  
June 23, 2008 7:00 pm

Members of the Board of Education present for the informal dinner meeting at 6:00 pm and for the 7:00 pm meeting were Jennifer Farmer, Larry Rice, Lori Finn and Glenn Noufer.

Mrs. Lord was present at the informal dinner meeting, not for the regular meeting, but was in attendance for the executive session.

Vice President Farmer called the meeting to order at 7:00 pm with the Pledge of Allegiance and roll call. Staff members present were: Roy Crawford, Melissa McElhaney, Tim Miller and Beth Campbell.

**A. AGENDA**

062308.01 Mrs. Finn moved to approve the Agenda for June 23, 2008.

Mr. Rice seconded the motion.

Vice President Farmer requested a roll call vote: Mrs. Finn voted aye, Mr. Noufer voted aye, Mr. Rice voted aye and Mrs. Farmer voted aye.

**B. MINUTES**

062308.02 Mrs. Finn moved to approve the Minutes for May 19, 2008 with the following corrections.

Page 5: Add Ms. Campbell's summary of her report

**I. Professional Development (including Induction Program, summer credit and RtI)**

- Professional Development Committee met May 7
  - 1) Reviewed 2007-08 Induction Program and May 6 Mentor-Mentee Feedback/Input
    - Ideas to move forward: more school-level and grade level team/department-directed components to better differentiate for teacher/staff professional growth and D14 expectations (elementary vs. secondary, new-to-profession vs. experienced teachers, etc.); task-division (district vs. school directed Induction Program components) by

- school or grade span was drafted to share with Leadership Team; June 9<sup>th</sup> PD Committee work day (evaluation of 2007-08 and planning for 2008-09). (Note: Friday, August 8<sup>th</sup> lunch for Mentors/Mentees, **Board members**, Leadership Team, PD Committee members are invited.)
- 2) PD Model 3 drafted for summer credit for EL/IS development and completion (to be approved on or before May 28 before proceeding; criteria for credit established and approved by Leadership Team
  - 3) District-wide teacher on-line survey closes mid-May; results shared on June 9<sup>th</sup>
  - 4) District Response to Intervention/Instruction (RtI) Committee met May 6<sup>th</sup> to coordinate District processes (Roy facilitated), problem-solve and share work, develop D14 RtI brochure, and determine next steps

## **II. Educational Technology-Information Literacy**

- 'Laptop Roll-out' Exploration Focus Group met with Roy on April 8
- ET/IL Technology Integration 4-Year Planning Committee rescheduled for May 22
- Determination that 8<sup>th</sup> Grade 'technology proficiency' assessment will be given in within first month of 2008-09 school year to incoming 9<sup>th</sup> graders; internally-developed assessment; CDE assessment options expected to expand over the next several months; first official reporting of '8<sup>th</sup> tech proficiency' is October 1, 2008.

## **III. Summer School 2008**

- Brochures available at individual schools or at SILC (distributed to Board in April); students for Jump Start are being identified and invited; full/partial scholarships available; transportation provided when requested.
- Registrations being accepted for all programs, but May 15<sup>th</sup> (for MSES June Gardening/Reading Enrichment) and June 15<sup>th</sup> (for MSES, UPE, and MSMS Jump Start Programs) registration deadlines are essential for quality planning and adequate preparation/staffing. (*To date, very low registration numbers.*)

## **IV. Personnel Motions for 2008-09 Contracts**

A series of motions identified full-time and part-time certified teachers, specialists, and administrators with contract recommendations (annual contracts, 1-4 year status, special circumstances).

## **V. District, State, and Federal Accountability**

- District Accreditation and CDE site visit expected date the first week in June; abbreviated visit this year and focused on 3 things: 1) Report on status of District's Actions to be Taken from 2006-07 review and recommendations from Spring 2007 CDE visit, 2) Safety/Finance updates and verifications, and 3) Leadership Team training on new CDE Longitudinal Growth Model as an integral part of forthcoming CDE expectations for District Accreditation.
- GATE Task Force meeting on May 13<sup>th</sup> at 4:30 (Pat has sent out agenda); final meeting of year; survey results discussed and Task Force next steps determined
- DAAC will meet on May 13<sup>th</sup>, the final meeting of the year

- Ute Pass BOCES meetings/decisions to support districts sharing a data coordinator (with state reporting responsibilities) position for 2008-09, further secondary collaboration with higher education institutions in the Pikes Peak Region (Colorado College, UCCS, and Pikes Peak Community College), associate membership and beneficial resources through the Pikes Peak BOCES, and other topics of common interest to 3 Ute Pass BOCES districts (D14, Woodland Park, & Cripple Creek) at the current time and for future agendas.
- May 5<sup>th</sup> Cinco de Mayo MS Education Foundation event at Adams Mountain Café to support Spring 2008 Manitou Springs Education Foundation Mini-grants awarded

#### **VI. Calendar Dates to Note**

- Saturday, May 24—MSHS Graduation
- Thursday, May 29—Last Day (half-day) for Students
- Friday, May 30—Last Day for Teachers—District year-end breakfast at 8:00 (MSES Auditorium) followed by district-wide assembly for certified/classified staff and Board

Page 6: • Mr. Vogel reported on a 5<sup>th</sup> grade “Milagros in Motion” fundraiser to help orphans in Peru. Students wrote a business plan and presented it of the community and auctioned off art in order to raise money.

Mr. Rice seconded the motion.

Vice President Farmer requested a roll call vote: Mrs. Finn voted aye, Mr. Noufer voted aye, Mr. Rice voted aye and Mrs. Farmer voted aye.

#### **C. RECURRENT**

1. Identification of members of the audience who are not listed on the Agenda wishing to make a comment to the Board of Education.

At this time Mr. Paul York, General Manager of the Cliff House requested to speak with the Board. He discussed the possible expansion of the Cliff House to include a conference center at the site of the current Wheeler House and objections which have been voiced by some residents. Individual support was given but no resolution will be written.

2. Receive and or Act on Correspondence.

Mr. Crawford shared some letters written from parents commending three staff members on the outstanding job they do with the students. It was commented that they go above and beyond their teaching duties. These teachers are: Bridget O’Connor, Brian Person and reading instructors and the 5<sup>th</sup> grade team at MSES.

### 3. Payment of Expenditures

062308.03 Mrs. Finn moved to approve the Payment of Expenditures for the month ending May 30, 2008.

Mr. Rice seconded the motion.

Vice President Farmer requested a roll call vote: Mrs. Finn voted aye, Mr. Noufer voted aye, Mr. Rice voted aye and Mrs. Farmer voted aye.

### **D. REPORTS**

#### 1. Superintendent's Report

No report

#### 2. Board of Education Reports

- a) Board of Cooperative Education Services . . Larry Rice  
and Glenn Noufer

Mr. Rice reported that the Budget was approved for \$1,666,594 and they approved the appointment of a full time administrative assistant. All future meetings will be held at Woodland Park.

- b) Community Relations . . .Jennifer Farmer, Glenn Noufer  
and Anna Lord

Mrs. Farmer reminded everyone that the Farmers Market is held every Wednesday from 4 - 8:00 pm in Soda Springs Park.

- c) Governmental Relations . . . Anna Lord

No report

- d) Pikes Peak Alliance . . . Tim Miller and Roy Crawford

No report – Next meeting in September

- e) District Accountability Advisory Committee . . . Lori Finn

No report

- e) Salary Committee Liason . . . Lori Finn and Jennifer Farmer

No report

### 3. Staff

a) Assistant Superintendent for Instruction . . . . Beth Campbell

#### **I. Professional Development/Induction**

June 12<sup>th</sup> PD Committee work day used 1) for 2007-08 evaluation of professional development focus/time, R20/EL development work, in-service time, and next steps following R20 Action Plan and schedule and 2) 2008-09 planning and R20 Year II implementation (EL/IS/Assessment training and work, professional development classes including technology integration and laptop roll-out, Skill Block drafting, Induction Program planning for August and first semester, and associated calendar dates)

#### **II. Technology Integration/Educational Technology-Information Literacy**

Technology Integration 4-Year Planning Committee met on May 22 and June 5 to develop first phase of a 4-year plan (needs, training, support, new and reallocation of existing resources);

ET-IL development of district K-12 technology infusion plan to include courses, mini-classes at schools, teacher sharing/IT demonstrations at staff meetings, skill blocks related to technology for teaching and learning, open labs, laptop roll-out August 4-7 and August 11, and August in-service week activities and training; 2008-09 year specifics (needs, training, and support) were identified by month

#### **III. Summer School 2008 (2 programs)**

MSES Summer Gardening Program (primarily a reading enrichment program/dates: June 4-26; UPE, MSES, & MSMS offer 2-week Jump Start (site-based) programs from July 28-August 8

#### **IV. District, State, and Federal Accountability**

Federal Consolidated Grant reporting for Title funding and 2008-09 application will be submitted in June; Leadership Team members received new CDE 'longitudinal growth model' training (to be incorporated in district accreditation); District accreditation will be scheduled Fall 2008 and abbreviated in scope and content this year (due to CDE's scheduling, site visit agenda, and new added components)

b) Assistant Superintendent for Business Services . . . . Tim Miller

Items in this report all took the form of Board actions in regards to budget issues

## **E. ROUTINE/CONSENSUS ITEMS**

062308.04 Mrs. Finn moved to approve the following Routine/Consensus Items.

Mr. Rice seconded the motion

1. Resignations/Leave of Absence/Retirement/Transitional Retirement/Maternity Leave

### **a) Certified**

- Maura Hall – Speech Language Pathologist
- Amy O'Connor – Spanish - MSMS

### **b) Classified**

- Barbara Chapman – Para – MSHS

2. Employment

### **a) Certified**

- Amy Mendoza – Speech Language Pathologist
- Joleen Schnake – PE – MSMS

### **c) Classified**

- Ronald Casados – SPED Para – MSMS
- John Fitzpatrick – Custodian – MSES
- Lew Nesbitt – Custodian – MSHS
- Stacie Shook – SPED Para – MSMS

3. Other

Vice President Farmer requested a roll call vote: Mrs. Finn voted aye, Mr. Noufer voted aye, Mr. Rice voted aye and Mrs. Farmer voted aye.

## **F. UNFINISHED BUSINESS**

- 2008–2009 Final Budget

062308.05 Mrs. Finn moved to approve that the revenues and expenditures for each district fund comprising the 2008-2009 Annual Budget be adopted for a total of \$18,217,480.

Mr. Rice seconded the motion.

Vice President Farmer requested a roll call vote: Mrs. Finn voted aye, Mr. Noufer voted aye, Mr. Rice voted aye and Mrs. Farmer voted aye.

062308.06 Mr. Noufer moved to approve that the amounts shown in the following schedule be appropriated to each fund as specified in the budget for the fiscal year beginning July 1, 2008 and ending June 30, 2009 be approved for the amount of \$18,217,480.

Mrs. Finn seconded the motion.

Vice President Farmer requested a roll call vote: Mrs. Finn voted aye, Mr. Noufer voted aye, Mr. Rice voted aye and Mrs. Farmer voted aye.

Mr. Rice thanked Mr. Miller for his outstanding work and time he has put into this budget.

- 2009-2010 School Calendar and Additional Days: Second Reading

062308.07 Mrs. Finn moved to approve the 2009-2010 School Calendar and Additional Days: Second Reading.

Mr. Rice seconded the motion.

Vice President Farmer requested a roll call vote: Mrs. Finn voted aye, Mr. Noufer voted aye, Mr. Rice voted aye and Mrs. Farmer voted aye.

## **G. NEW BUSINESS**

- MSHS English teacher position from .25 FTE to .5 FTE

062308.08 Mr. Rice moved to approve that the MSHS English teacher position be changed from a .25 to a .5 FTE.

Mrs. Farmer seconded the motion.

Vice President Farmer requested a roll call vote: Mrs. Finn voted aye, Mr. Noufer voted aye, Mr. Rice voted aye and Mrs. Farmer voted aye.

- FY07-08 General Fund Transfers to Fund 23, Activities, and to Fund 51, Food Service.

062308.09 Mr. Noufer moved to approve additional FY07-08 General Fund transfers of \$5,000 to Fund 23, Activities (bringing the total from \$250,000 to \$255,000), and of \$15,000 to Fund 51, Food Service (bringing the total from \$40,000 to \$55,000).

Mrs. Finn seconded the motion.

Vice President Farmer requested a roll call vote: Mrs. Finn voted aye, Mr. Noufer voted aye, Mr. Rice voted aye and Mrs. Farmer voted aye.

- 07-08 Supplemental Budget

062308.10 Mr. Rice moved to approve the revenues and expenditures for each district fund as adopted June 25, 2007 for the 2007-2008 Annual Budget remain the same, except the Pupil Activities Fund be changed to \$401,887 and the Total be changed to \$17,814,101.

Mrs. Finn seconded the motion.

Vice President Farmer requested a roll call vote: Mrs. Finn voted aye, Mr. Noufer voted aye, Mr. Rice voted aye and Mrs. Farmer voted aye.

062308.10 Mrs. Finn moved to approve the amounts appropriated on June 25, 2007 remain the same, except the Pupil Activities Fund be changed to \$401,887 and the Total be changed to \$17,814,101 for the fiscal year beginning July 1, 2007 and ending June 30, 2008.

Mr. Noufer seconded the motion.

Vice President Farmer requested a roll call vote: Mrs. Finn voted aye, Mr. Noufer voted aye, Mr. Rice voted aye and Mrs. Farmer voted aye.

- Policy Review Cycle: First reading of the following policies

AD: Vision and Mission Statement

062308.11 Mrs. Finn moved to approve revised policy AD: Vision and Mission Statement on the first reading.

Mr. Rice seconded the motion.

Vice President Farmer requested a roll call vote: Mrs. Finn voted aye, Mr. Noufer voted aye, Mr. Rice voted aye and Mrs. Farmer voted aye.

CDA: Superintendent Employment Responsibilities

062308.12 Mrs. Finn moved to approve revised policy CDA: Superintendent Employment Responsibilities on the first reading.

Mr. Noufer seconded the motion.

Vice President Farmer requested a roll call vote: Mrs. Finn voted aye, Mr. Noufer voted aye, Mr. Rice voted aye and Mrs. Farmer voted aye.

CDB: Principal Employment Responsibilities

062308.13 Mrs. Finn moved to approve revised policy CDB: Principal Employment Responsibilities.

Mr. Rice seconded the motion.

Vice President Farmer requested a roll call vote: Mrs. Finn voted aye, Mr. Noufer voted aye, Mr. Rice voted aye and Mrs. Farmer voted aye.

DGC: Credit Union Membership/Licensed Staff

062308.14 Mrs. Finn moved to eliminate policy DGC: Credit Union Membership/Licensed Staff

Mr. Noufer seconded the motion.

Vice President Farmer requested a roll call vote: Mrs. Finn voted aye, Mr. Noufer voted aye, Mr. Rice voted aye and Mrs. Farmer voted aye.

DGD: Credit Union Membership/Classified Staff

062308.15 Mrs. Finn moved to eliminate policy DGC: Credit Union Membership/Licensed Staff

Mr. Noufer seconded the motion.

Vice President Farmer requested a roll call vote: Mrs. Finn voted aye, Mr. Noufer voted aye, Mr. Rice voted aye and Mrs. Farmer voted aye.

DID: Fixed Asset Inventory

Deferred until a later time.

- Superintendent's Contract

062308.16 Mr. Rice moved to approve the new Superintendent Contract

Mrs. Farmer seconded the motion.

Vice President Farmer requested a roll call vote: Mrs. Finn voted aye, Mr. Noufer voted aye, Mr. Rice voted aye and Mrs. Farmer voted aye.

## **H. FUTURE AGENDAS**

Regular Meeting/Work Session

July 21<sup>st</sup>: Board Goals  
Technology Plan  
Rubric

## **I. EXECUTIVE SESSION**

062308.17 Mrs. Farmer moved to enter into Executive Session at 9:25pm for the purpose of evaluating the Superintendent's performance

Mrs. Finn seconded the motion.

Vice President Farmer requested a roll call vote: Mrs. Finn voted aye, Mr. Noufer voted aye, Mr. Rice voted aye, Mrs. Lord voted aye and Mrs. Farmer voted aye.

062308.18 Mr. Rice moved to exit the Executive Session at 10:00pm and to return to the Regular Session

Mr. Noufer seconded the motion.

Vice President Farmer requested a roll call vote: Mrs. Finn voted aye, Mr. Noufer voted aye, Mr. Rice voted aye, Mrs. Lord voted aye and Mrs. Farmer voted aye.

062308.19

Mr. Noufer moved to adjourn at 10:05pm

Mrs. Lord seconded the motion.

Vice President Farmer requested a roll call vote: Mrs. Finn voted aye, Mr. Noufer voted aye, Mr. Rice voted aye, Mrs. Lord voted aye and Mrs. Farmer voted aye.