

**BOARD OF EDUCATION MINUTES
NOVEMBER 17, 2008
MANITOU SPRINGS SCHOOL DISTRICT #14
MANITOU SPRINGS, CO 80829**

Regular Monthly Meeting Board of Education
November 17, 2008

Members of the Board of Education present for the informal dinner meeting at 6:00 pm and the 7:00 pm meeting were Anna Lord, Jennifer Farmer, Larry Rice, Lori Finn and Glenn Noufer. Staff members present were: Roy Crawford, Beth Campbell, Melissa McElhaney, Tim Miller, Deb Yagmin, Russ Vogel, Steve Paterson, Rob Cody, Gene Sanchez, Cat Butler, Xavier Fretard, Debra Reiter and Doug Reiter.

Visitors included: Steven Marantino and Stephanie Mitchell

President Lord called the meeting to order at 7:10 pm with the Pledge of Allegiance and Roll Call.

A. AGENDA

111708.01 Mrs. Farmer moved to approve the Agenda for November 17, 2008 with the addition to Unfinished Business: CASB Search for the Superintendent position.

Mrs. Finn seconded the motion.

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

B. MINUTES

111708.02 Mrs. Farmer moved to approve the Minutes for October 27, 2008 with the following correction.

Page 4: Equipment missing (p)

Mrs. Finn seconded the motion.

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

There were none.

2. Receive and or Act on Correspondence.

A reminder that the CASB Convention will be held on Dec. 4th – 7th. Mr. Rice requested that he also gets registered for the convention.

Mr. Rice distributed a brochure on 'Leadership and Learning'

All are invited to the Dain Roucher reception on Friday evening of the Convention.

D. REPORTS

1. Superintendent's Report

Mr. Crawford referenced the following key activities from his written report:

- Through the RFP process we continue putting computers in classrooms for student learning and continue professional development
- Have met with the district "green team".
- Worked with Beth and Principals to develop and implement activities for November 12 and December 10 early release EL and Assessment work.
- With Beth, Russ, and Deb, met with all K-5 grade level teams to "sign off" on their writing ELS and Indicators of success.
- First common assessment of writing K-5 in Mid January.
- Met with Leadership Team to debrief accreditation reports.
- Leadership Team reviewed progress made toward R2O Actions.
- Leadership Team reviewed Technology R2O Actions.
- District RtI team met to consider two key decisions:
 - What constitutes "adequate progress"? How do we define it and track it?
 - Set our district goal for RtI so we can measure progress.
- In addition, have and will be attending regional RtI meetings with Pat Urban.

2. Board of Education Reports

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

Next meeting Dec. 2, 2008, 5pm in Woodland Park.

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

No Report

c) Governmental Relations . . . Anna Lord

It was agreed that Ms. Finn will be our CASB delegate at Dec Convention

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

Next meeting will be Dec. 5, 2008, 8am – Harrison Admin.

e) District Accountability Advisory Committee . . . Lori Finn

f) Salary Committee Liaison . . . Lori Finn and Jennifer Farmer

Next meeting will be Nov. 18, 2008 – Organizational Meeting

3. Staff

a) Assistant Superintendent for Instruction . . .Beth Campbell

Ms. Campbell reviewed her written report. She commented on the productive December 10 early release day with the next one being January 11th. Mrs. Lord commented on how impressed she is with the quality of the classes being offered through district and regional professional development.

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

Mr. Miller reported on the final student count as submitted to CDE. Total enrollment for count day was 1,376, down two from 1,378 last school year. Funded enrollment, however, is up one from last year to 1,305.0 FTE (the budget was prepared using last year's count).

Mr. Miller also reported that the free and reduced lunch count for this year is 225 free and 103 reduced; 328 total. This represents 24% of our enrolled students, up from 20% last school year, 17.5% in 2006-07, and 22% in 2005-06. Building principals have been advised that families can qualify for the program throughout the year, and given the economy will advise families of this so that their children can benefit from this program should their individual circumstances change during the school year.

4. Other

Manitou Springs Middle School – Steve Paterson

Mr. Paterson and several of his teachers attended the MSA Conference, a national middle school conference in Denver on October 30 and 31. His staff was excited to be able to attend.

Ute Pass Elementary School – Deb Yagmin

The second and third graders recently visited the Pioneer's Musuem.

On November 20th UPE will celebrate Native American Day. The fourth and fifth graders will visit the Fine Arts Center.

Manitou Springs Elementary School – Russ Vogel

The auditorium was filled for the annual Veteran’s Day assembly. This is a great tradition for the school.

The students recently had a math-a-thon to raise money for St. Jude’s Hospital. Activities are up and running including Chess Club with Mr. Langseth, homework and math club, Battle of the Books with Ms. Jennings and cartooning with Mr. Brost. They are all great opportunities for the kids and are funded through Board approved Site Based Activities stipends.

Manitou Springs High School – Rob Cody

This is the first year that MSHS will host the Tri-Peaks Cheerleading competition. The event will take place on Thurs. Nov. 20th. Thanks to Ms. Stoneback for her dedication to the girls and the program and bringing the team to compete. Recently the high school had a student who was accepted into the School of Mines in Colorado

Another high school student has had some health issues and has not been able to attend school. The students found an old desk and signed it for him and delivered to his home. This student now times himself sitting in the desk to see how long he can sit, so he can work on getting back in to the classroom. A living example of R20.

Technology – Gene Sanchez

At this time Mr. Sanchez discussed his Power Point presentation with the Board. Ms. Butler-Olimb also showed a movie detailing how technology is being used in the classroom and the value of the teacher lap top initiative. Through this initiative, up to 100 computers once used by teachers are now available in classrooms for student use. The board discussed both the Power Point and the movie with technology staff and the principals.

E. ROUTINE/CONSENSUS ITEMS

111708.03 Mrs. Farmer moved to approve the following Routine/Consensus Items.

 Mrs. Finn seconded the motion.

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

a) Certified

b) Classified

• Jenny Burnell – Secretary – Admin. (Transfer)

EXHIBIT E

- Donna Hansford – Food Service – UPE

EXHIBIT E

- Jherrod Strangefellow – Food Service – Main Kitchen

EXHIBIT E

2. Employment

a) Certified

b) Classified

- Jenny Burnell – Middle School Secretary (Transfer)

EXHIBIT E

3. Other

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

BREAK – 8:40pm – 8:47pm

F. UNFINISHED BUSINESS

- State Accreditation Contract Edited

Mr. Crawford explained the requested change in the State Accreditation Contract by Ms. Judy Check, Regional Manager of CDE. The new contract dated Sept. 22, 2008 would reflect the deletion of “The District will establish goals....” and would be worded as “Achievement of District established goals.....”.

111708.04 Mrs. Farmer moved to approve the revised State Accreditation Contract as edited.

Mrs. Finn seconded the motion.

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

- 2008-2009 Audit Report

111708.05 Mr. Rice moved to accept the 2008-09 Audit Report.

Ms. Farmer seconded the motion.

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

- Non-Discrimination Policy and Regulations

111708.06 Mrs. Finn moved to approve AC (III.1) Nondiscrimination Policy on the second reading as presented.

Mrs. Farmer seconded the motion.

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

- Extra Curricular Activity Eligibility Policy

111708.07 Mrs. Farmer moved to approve JJJ (X.-33.) Extra Curricular Activities Policy on the second reading as presented.

Mrs. Finn seconded the motion.

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

- Superintendent Recruitment Process Discussion

The Board of Education met with Mr. Bob Cito, Colorado Association of School Boards on Friday, November 14, 2008 to discuss the process of hiring a new superintendent. CASB would conduct the search for a fee of \$9,000 which includes: facilitated meetings with the board, focus groups, develop and distribution of brochure, advertising, press releases, letters, application management, contact with candidates, applicant recruitment, screening criteria for board approval, develop interview questions, counsel board on screening and interview process, legal advice, background checks, notification of successful and unsuccessful candidates, facilitated development of a first-year performance plan, board meetings as needed and constant contact with board throughout the search process. The fee is based on student population. The focus groups would be December 10 and 11.

- Superintendent Search – Contracting with CASB

111708.08 Mrs. Farmer moved to approve to contract with Colorado Association of School Boards to work with the district in hiring a new superintendent of schools.

Mr. Rice seconded the motion.

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

Mrs. Lord recused herself from the vote (she is a CASB Board member).

•Accreditation Reports (Discussion)

The Board discussed the new process on how schools are presenting their Accreditation Reports. Mrs. Lord commented on how pleased she is on the progress.

Board consensus that reports will include: 1. An action chart like that of MSMS adding expected outcomes, and actual outcomes. 2. Parent surveys. 3. Special education surveys.

G. NEW BUSINESS

Mr. Miller reported on the new regulations published by the IRS regarding 403(b) tax deferred retirement savings/investments that become effective January 1, 2009.

An IRS attorney has written the model plan and adoption of this plan will ensure the district's compliance with the new regulations.

Accordingly, district administration will in the coming weeks: adopt a 403(b) Plan Document, execute an Adoption Agreement for the plan, enter into Investment Provider Service Agreements with our vendors, and provide Annual Meaningful Notice to our employees regarding the availability of our plan. We have been advised there is no need for Board action on any of these documents.

H. FUTURE AGENDAS

December 5-7: CASB Conference and Board will meet with CASB representative to establish new superintendent skills and competencies.

December 11:

Accredit Manitou Springs Middle School through 2010. (Action)

Accredit Manitou Springs High School through 2010. (Action)

Set the 2009 property tax mill levy.

Discussion of CASB Conference

I. ADJOURNMENT

111708.09 Mrs. Farmer moved to adjourn the meeting at 9:55pm.

 Mrs. Finn seconded the motion.

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

Respectfully Submitted,

Glenn Noufer
Secretary