

**BOARD OF EDUCATION MINUTES**  
**January 28, 2008**  
**MANITOU SPRINGS SCHOOL DISTRICT 14**  
**MANITOU SPRINGS, CO**

Regular Monthly Board of Education Meeting  
January 28, 2008

Members of the Board of Education present for the informal meeting were Jennifer Farmer, Lori Finn, Anna Lord, Glenn Noufer and Larry Rice.

President Lord 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, Beth Campbell, Tim Miller, Deb Yagmin, Steve Paterson and Rob Cody.

Visitors included: Several UPE Parents, 12 students, Mrs. Mowery and Don Wallace.

**A. AGENDA**

012808.01            Mrs. Finn moved to amend and approve the Agenda for January 28, 2008.

Add performance of the UPE School GATE Students.

The motion was seconded.

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.

At this time the students from UPE along with the guidance from Mrs. Mowery performed a skit from "Agamemnon."

The students that participated were: Spencer Aurand, Maxx Ives, Bennett Cross, Jacob Rider, Abigail Chapman, Sam Bishop, Julia Townsend, Brianna Griffin, Sarah Shapiro, Jonathan Hoeffel, Caroline Ruyle and Liam Sheffer.

## **B. MINUTES**

012808.02 Mr. Rice moved to approve the minutes as amended for December 14, 2007.

Page 3: Should read (Miller Bill) not (Miller Mill)

The motion was seconded by Mrs. Farmer.

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.

At this time long-time community member, former Board member Mr. Don Wallace addressed the Board. He discussed the possibility of offering more honors classes during the school day rather than on nights, weekends and after school. Mr. Cody will meet with him.

2. Receive and or Act on Correspondence.

Mrs. Lord received correspondence from the McDivitt Law Firm for a contest for students to do a video public service announcement on the dangers of drinking and driving. The winner will receive a cash donation for their school, a laptop computer; and the winning PSA will be aired on local TV. Mr. Cody will pass on to Mrs. Skokan at the high school.

Mr. Rice mentioned that there would be an Art Show put on by disabled adults on February 2, 2008 at the City Auditorium – downtown. Brian Person and his band Martini Shot will perform.

3. Payment of Expenditures for the months ending November 30, 2007 and December 31, 2007.

012808.03 Mrs. Finn moved to Payment of Expenditures for the months ending November 30, 2007 and December 31, 2007.

The motion was seconded by Mrs. Farmer.

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.

## **D. REPORTS**

### 1. Superintendent's Report

Mr. Crawford reported on the newly formed Community Coalition for Healthy Choices group. The purpose of this group is to promote healthy decision-making by the youth of the communities of District 14.

The Accountability Report is finished and looks great. It will be in the mail by the end of the week. Thanks to Cathrine Butler and Beth Campbell for their time and expertise.

Mr. Crawford will be attending the CASE Conference on Thursday and Friday of this week in Denver. Governor Ritter will be the guest speaker.

### 2. Board of Education

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

Neither was able to attend the UPBOCES meeting. Mr. Miller reported that he was in attendance along with Pat Urban for the two-hour meeting. The newest member on the Board is Rick Wetzel. A discussion was held on the State Performance Plan. The next CIMP meeting will be February 4, 2008 in Woodland Park. The next BOCES meeting will be May 20, 2008 at Ute Pass Elementary. Woodland Park will host the June 17, 2008 meeting with the main agenda item being budget approval.

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

Mrs. Farmer reported that the Manitou Springs Education Foundation celebrated 10 years of service by Michael Faber at a dinner hosted by Mark Johnson. Mr. Faber stepped down as a board member of MSEF at the end of December. He was the last of the original founding members of the foundation.

Kathy Verlo – past city council member and propionate of the schools passed away last week. Ms. McElhaney will take care of sending flowers or a donation to the family.

Mr. Noufer – No report

Mrs. Lord – August 2, 2008 Bronc Day in Woodland Park. Mrs. Lord suggested that maybe we have a “Choose Manitou” booth.

Mardi Gras this weekend in Manitou.

c) Governmental Relations . . . . Anna Lord

Mrs. Lord will be leaving for Washington DC this Saturday, February 2<sup>nd</sup> to attend the Federal Relations Committee Conference.

d) Pikes Peak Alliance. . . . Anna Lord

No report – Next meeting January 31, 2008 Mrs. Lord will not be attending; Mr. Miller will attend.

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

Mrs. Finn reported that the DAAC had a great discussion on January 8<sup>th</sup>. They are doing a book study but time did not permit discussion.

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

Mr. Crawford reported that the Committee had their second meeting, they discussed the history of salaries and benefits for the last eight years. Mr. Miller was in attendance.

### 3. Staff

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

Ms. Campbell discussed the following with the Board.

## I. Professional Development and Induction Program

- **Professional Development Committee met January 23 and will meet February 21 or March 10<sup>th</sup> (back-up is March 13<sup>th</sup>); continuing work on EL (content/course/grade level Essential Learnings) and IS (Indicators of Success matched to each EL) and time to complete projected schedule of work by June 1 (see Roy's EL spreadsheet schedule). Second semester staff meetings and teacher work time for departments/teams have been scheduled for all schools (either on in-service days or release half-days with substitutes covering classrooms) to complete EL/IS development and vertical teaming reviews to meet calendar goals (details below):**
  - a) MSES and UPE—joint staff meeting on February 13, March 21 EL work day to complete  
K-5 Writing ELs and IS indicators, with unfinished work to be identified and scheduled before June 1 and/or lingering work scheduled upon team/group consensus after June 1
  - b) MSMS—staff meetings on January 23 and February 6<sup>th</sup>, half-day work time for 6<sup>th</sup>-8<sup>th</sup> grade department teams on either February 15 or 22 (or separate Saturday TBA, if preferred); March 14 possible vertical teaming with MSHS for Math and/or other content areas (possibly Science/Social Studies) if ready to meet; half-day to finalize 6<sup>th</sup>-8<sup>th</sup> EL/IS on May 2
  - c) MSHS—staff meetings on February 11 and 13, March 3; other 9<sup>th</sup>-12<sup>th</sup> department work time week of March 10-14 (CSAP testing week), with MSMS vertical teaming on March 14 for 6<sup>th</sup>-12<sup>th</sup> content areas that are ready to meet
  - d) **Summer time work on EL development/completion to be determined;** interest in drafting K-5 Reading/Science over summer for mid-to-late August review
  - e) **Moodle technology class pilot developed for April** (Dwayne Norris is facilitating this initial class which is primarily designed for teachers and IT staff serving on the ET-IL Committee)
  - f) Exploration of on-line classes/training components (for Induction Program, ET-IL, back-to-school technology updates, 21<sup>st</sup> Century Skills, etc.) continuing through June, with recommendations following June 9 PD Committee work/planning day
  - g) **Leadership Team half-day training with Julie O'Brian (C2D3 lead trainer/researcher) on April 11; topic is developing common assessments that are reliable, valid, & measurable to prepare for 2008-09 K-12 work in assessment of content/course ELs and IS indicators.**
- Induction Program meeting dates: Feb. 26 (if needed); 5<sup>th</sup> Induction Program Checklist due on March 14<sup>th</sup>; most CDE requirements have been met/addressed; second semester is 'light' on meetings and content compared to front-loaded first semester

## II. District Literacy

- CCIRA (Colorado Council of the International Reading Association) western region conference in Denver Feb. 6-9; Beth, Amy Jennings (MSES Reading), Karen Seitz (MSMS Reading), Melissa Loftin, Debbie Heidenreich, Judy Harris, Kelly Johnston, Lindsay Hammel, and Mark Brost attended one or more days. PPIRA and D14 sharing of keynote and break-out sessions scheduled for Feb. 21 and a March date TBA.
- MSMS reading tutor program being developed for new 4<sup>th</sup> quarter elective class, using curriculum and format of the research-based Peak Reader program sponsored through the Colorado Springs Children's Literacy Center; UPE involvement for Spring is pending

## III. Educational Technology-Information Literacy

- **Progress on developing 8<sup>th</sup> grade 'technology literacy' assessment;** meeting to evaluate grade level team input (and existing 6<sup>th</sup>-8<sup>th</sup> classroom projects that integrate technology standards) is scheduled for March 21 (Roy, Beth, Steve Paterson, Karen Hillman, & Toni Barton); **8<sup>th</sup> grade 'technology literacy' proficiency report is due by early fall of 2008 to meet state and federal requirements**
- **Moodle pilot class is being planned for April; Dwayne Norris is facilitator and IT staff**
- ET-IL demonstrations by committee members to start meetings provides new resources/options for schools and teachers/staff, provides PD ideas for follow-up
- **Summer planning underway for August technology in-service trainings** (Induction Program and by school) **as needs/next steps are identified**
- **Using Technology with Classroom Instruction that Works book study is underway;** blog has been set up for interactive dialog between/among schools
- **Professional development training/workshops/state meeting details shared, including resources and links/websites for D14 use**
- **Next meeting is April 7 (3:30-5:00);** Board/DAAC members are welcome to attend

## IV. Summer School 2008

- **Principals met with Beth on February 5 to discuss 2008 summer school programming by school, with next meeting TBA in early March**
- **Key considerations/decision points: vision/purpose/objectives (academic interventions in reading and math for struggling students vs. enrichment), district funding commitment and realistic budget (fee-based and self-sustaining vs. scholarship and other district-support, per pupil allowance for across-district program equity), number of students served, needs for staffing and overall coordinator, ESY (Extended Year opportunity for identified Special Education students)**
- **Further discussion with Board recommendations at Feb. 25 Board meeting**

## V. District, State, and Federal Accountability

- **School Accreditation discussion continued with February 11<sup>th</sup> Board work session; Roy's Consensus Summary documents from January 14 and February 11 capture key decision points; Leadership Team/Roy & Beth will propose accreditation 2-year cycle that include 'on' (full accreditation process) and 'off' (abbreviated process) years with site team visits**
- **District Accountability Advisory Committee met on February 12--agenda is attached; next meeting is March 11**
- **CSAP testing begins February 19<sup>th</sup> (3<sup>rd</sup> Reading only) and March 4 (start of early testing window for 3<sup>rd</sup>-5<sup>th</sup>; 6<sup>th</sup>-10<sup>th</sup> testing starts March 11; some make-ups scheduled after spring break; 11<sup>th</sup> ACT scheduled for April 23; for CSAP schedule by grade, contact individual schools)**
- **CDE/NCLB Human Resources Report data being gathered and submitted February-April to verify that all requirements for certified staff are met for state licensure, 'Highly Qualified' federal designation, and special education added criteria as these apply for each position**
- **GATE Task Force meets next on February 26 (5:00-6:30 p.m.); main topic is parent, teacher, and student surveys for program evaluation/input**
- **Manitou Springs Education Foundation mini-grants (general range awarded per teacher application is \$300-\$500) are being accepted through early March (contact Roy, Beth, or Mark Johnson for specifics/application packet); grants are available to all D14 teachers to support innovative teaching and learning opportunities (classroom/instructional projects and creative, research-based curriculum implementation) or extra-curricular activities; grant decisions expected on or about March 7**

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

No Report

### **Mr. Paterson- Manitou Springs Middle School**

- Girl's BBall - having a successful season - two big shorthanded wins over CSCS
- MS Play - Treasure Island in production.
- Forensics Team Medals @ Woodland Park Meet - Solo Dramatic, 2nd and 3rd, Duet Dramatic 1st, Extemp...2<sup>nd</sup>

## **Dr. Deb Yagmin – Ute Pass Elementary School**

- February 21 – 7pm – UPE Arts Night

“In Remembrance”

“Princess and The Pea”

Art Show – all students

## **Mr. Cody – Manitou Springs High School**

The high school just accepted two new students from Woodland Park.  
9<sup>th</sup> Grade is now full for next year.

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

012808.04          Mrs. Farmer moved to approve the following  
Routine/Consensus Items.

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

#### **a) Certified**

- Chris Beaudin: Transitional Retirement
- Natalie Gumm: ½ Parenting Unpaid Leave of Absence
- Dwayne Norris: Transitional Retirement

#### **b) Classified**

- Patrick Luginbill – Custodian – MSES

2. Employment

#### **a) Certified**

#### **b) Classified**

- Raquel Ford – Computer/Technology Support Para – MSES
- Meg McKiel – Playground Para - MSES

The motion was seconded by Mrs. Finn.

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.

#### **F. UNFINISHED BUSINESS**

None

#### **G. NEW BUSINESS**

- 2<sup>nd</sup> Quarter Financial Report

Mr. Miller reviewed and discussed with the Board the 2nd Quarter Financial Report and they accepted.

#### **H. FUTURE AGENDAS**

February 11, 2008 – Work Session – Accreditation Format – Board Members need to review CASB website on HB 1118

February 25, 2008 – Regular Meeting

March 10, 2008 – Work Session - Calendar Back-to-Back Meetings

March 17, 2008 – Regular Meeting

## **I. ADJOURNMENT**

012808.05        Mrs. Farmer moved to adjourn at 9:22 pm

The motion was seconded by Mrs. Farmer.

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