

**MANITOU SPRINGS SCHOOL DISTRICT 14
MANITOU SPRINGS, CO**

Regular Monthly Board of Education Meeting
Monday, January 25, 2010

Members of the Board of Education present for the informal dinner meeting at 6:00 p.m. and regular meeting at 7:00 p.m. were Jennifer Farmer, Gino Mendoza, Anna Lord and Molly Stevens. Staff members present for the dinner meeting were: Ed Longfield, Beth Campbell, Tim Miller, Deb Yagmin, Russ Vogel, Chris Burr and Rob Cody.

Staff members present for the regular meeting were Ed Longfield, Melissa McElhaney, Beth Campbell, Tim Miller, Deb Yagmin, Russ Vogel, Chris Burr, and Rob Cody.

Absent for the meeting: Glenn Noufer

Guest included: Ms. Alice Stoneback and the Manitou Springs High School Cheerleaders.

President Farmer called the meeting to order at 7:03 p.m. with the Pledge of Allegiance and Roll Call.

A. AGENDA

012510.01 Mr. Mendoza moved to approve the Agenda with adding Sean Patterson to the Routine/Consensus Items and to remove Karen Martens off of the transitional retirement.

Mrs. Lord seconded the motion.

President Farmer requested a roll call vote: Mrs. Lord voted aye, Mr. Mendoza voted aye, Mrs. Stevens voted aye and Mrs. Farmer voted aye.

Good News:

Mr. Long field introduced Ms. Alice Stoneback and the Manitou Springs High School Cheerleaders and presented them with a plaque. The cheerleaders recently received 4th place at the state competition. A three-minute video was shown of the girls competing.

B. MINUTES

012510.02 Mrs. Lord moved to approve the minutes from December 10, 2009 with the following corrections.

Page 5: spelling error – They are Jerry Zimmerman,
~~Director~~ Director Buildings and Grounds.

Page 8: spelling error - • Accreditation of Ute ~~Pass~~ Pass
Elementary and Manitou Springs Elementary.

012510.03

Motion added into minutes

Mrs. Lord moved to approve the following “I move the approval of the Series 2010 General Obligation Bond parameters resolution, as prepared by the district’s bond counsel, Sherman & Howard, and as recommended by district staff.”

Mr. Mendoza seconded the motion.

President Farmer requested a roll call vote: Mrs. Lord voted aye, Mr. Mendoza voted aye, Mrs. Stevens 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.

There were none.

2. Receive and or Act on Correspondence.

Mrs. Farmer received a letter from a student, wanting to know why the district is using foam food trays instead of washable plastic. This issue has been discussed and the district does not have the funds to make replacements and would have to purchase a new dishwasher and additional staff. Mrs. Lord suggested that the WORRRMS club maybe write some grants to address this issue.

An invitation was received for an event at the Family Attachment Center.

3. Payment of Expenditures

012510.04 Mrs. Stevens moved to approve Payment of Expenditures for the months ending November 30, 2009 and December 31, 2009.

Mrs. Lord seconded the motion.

President Farmer requested a roll call vote: Mrs. Lord voted aye, Mr. Mendoza voted aye, Mrs. Stevens voted aye and Mrs. Farmer voted aye.

D. REPORTS

1. Superintendent's Report

Mr. Longfield mentioned that progress is being made in the High School Principal search. The job has been advertised at national, state and local levels.

A budget task force team is being formed to discuss the current fiscal crisis and to discuss potential plans to address the upcoming budget reductions.

2. Board of Education Reports

a) BOCES . . . Glenn Noufer and Molly Stevens

CDE Visit:

- Visit with Superintendents went well.
- Proposed actions in response to CDE non-compliance was discussed

Budget Adoption

- The new budget was adopted
- It was agreed that the district CFO's need to be briefed in advance regarding the numbers before any final budget is presented to the Board for adoption.
- It was requested that future budgets be presented with a cover letter that highlight significant changes and in non-CFO vernacular.

New officers were elected for the BOCES Board.

b) Community Relations . . . Jennifer Farmer and Molly Stevens

No report

c) Governmental Relations Anna Lord

MSSD14 hosted a meeting with Senator Keith King and area school board members on 12/12/09. Due to the proximity to the holidays, attendance was lower than usual. In addition to Senator King, BOE member Anna Lord, D14 superintendent Ed Longfield and members of the D12 BOE were in attendance.

Anna Lord attended the CASB BOD leadership retreat the weekend of Jan. 22 – 24. Discussion focused on CASB goals for 2010 and centered on Race To the Top (RTTP) and the projected reductions in K12 funding due to the state budget crisis.

Colorado continues to work towards receiving RTTP funds. The requirements under RTTP and Colorado's response to those requirements seem to have caused fractures in both political parties in the Colorado legislature. Currently it appears that AFT – American Federation of Teachers - affiliated states seem to be leading NEA – National Education Association - affiliated states. Colorado is a NEA state.

Colorado's financial crisis has also fractured support for Cap4K, which had strong support in 2009.

ESEA or NCLB is still in need of reauthorization and will probably mirror RTTP.

CASB will be looking to cut member dues by a percentage that mirrors the reduction school districts will receive in state funding. Furlough days are being implemented to reduce cost. CASB is also not sending a delegation to Washington D.C. this year for the FRN Conference and is curtailing travel and training for staff and directors.

Gary Northrup was elected President Elect at the leadership retreat.

d. District Accountability Advisory Committee. . . .Gino Mendoza

No Report – Next Meeting February 9th

e. Pikes Peak AllianceTim Miller

No report, Next meeting January 28th.

3. Staff Reports

a) Assistant Superintendent for Instruction Beth Campbell

Ms. Campbell reviewed her written report with the Board. Her report included topics such as Professional Development, Induction Program and In-service Training. Ms. Campbell also had in her report a visit by an astronaut and Engineer from the Space Foundation. This will be Thursday, January 28th. Both of them will be visiting the middle school and high school.

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

Mr. Miller will review his report under “New Business”.

c) Director of Special Programs. . . . Pat Urban

Special Programs Summary – Winter, 2010

Prepared by Pat Urban

Gifted

The Ute Pass BOCES completed the Colorado-Gifted Education Review (C-GER) and have received their report. There were no surprises in the document, which listed both strengths & next steps. (I have included the Executive Summary with this report).

A major focus for the district and the BOCES is on professional development regarding the specific needs of gifted learners. Building coordinators are working, in conjunction with their principals, on embedded staff development regarding these students.

Task Force members have also created a “Parental Engagement Action Plan”, which is intended to “increase parent understanding and resources to support their gifted students” and to “create a critical mass of parents to support each other, to brainstorm program improvements, and to make suggestions to district personnel.” This plan has two main actions:

1. Each building will host a district wide meeting on a specific topic relevant to parents
2. A group will explore viable technological options to increase parent involvement and opportunities for information such as: Facebook, Wiki, Blog, etc.

The first of these district wide meetings was held last Tuesday night. Ute Pass Elementary hosted 22 parents and staff representing all four buildings. The topic was a discussion, based on readings from *A Parent’s Guide to Gifted Children*, by James T. Webb, Ph.D, et al, Chapter 5, “Establishing Discipline and Teaching Self – Management”. The group was highly engaged in this conversational format. It was agreed upon by those present, that a second topic from this book regarding underachievement would be the topic for a meeting to be held at Manitou Elementary on February 17th, at 7:00 pm.

Special Education

Our teachers worked extremely hard on reviewing files before the final CIMP visit. Due to this effort, all files passed inspection. The review team also found that we were on target with the items we said we would do in our CIMP plan. These included better staff training, more collaboration of BOCES staff to ensure needs are

equally met across the 3 member districts, verification of accommodations for students, and a system for more effectively tracking IEP requirements. Additionally, our plan to monitor special education programs, across the 3 districts, on a rotating schedule, over a 5-year cycle was accepted. The schedule is:

2009-10 – Transition programs

2010-11 – Preschool programs

2011-12 – Elementary programs

2012-13 – Middle school programs

2013-14 – High School programs

These evaluations will consist of a targeted review of IEPs, parent & staff surveys for each level, and the tracking of performance on state & district assessments (disaggregated by disability category).

We have received the final CIMP documentation from CDE, and I am happy to report that it states: “the CDE has verified correction of all noncompliance areas” - good news!

3. Principal Reports

Ute Pass Elementary- Dr. Yagmin

The Student Council decided to give money raised in the student store for a goat and two chickens for a starving family in a third world country. “Ute Pass is reaching out around the world for the purpose of helping others” says the student council.

The 4th and 5th grade students attended Ameri-Towne in early January. The curriculum and materials used to teach lessons and activities that introduce concepts such as supply and demand, job skills and work habits, banking procedures, democratic process, civic consciousness, and career awareness are provided by the Young Americans Bank in Denver. Students operated the 17 business town for a day.

Mr. DiFiore’s class wrote letters to the USA Figure Skating Team, which will be hung in the team processing room and in Olympic Village in Vancouver.

Manitou Springs Elementary School - Mr. Vogel

RELATIONSHIPS:

Title I Parent Night this year will be merged with our popular “Moms, Mentors, & Muffins” and “Dads, Dudes, and Donuts” nights. Each of the two nights, we will offer tips about reading effectively with/to your children; a storyteller; and the opportunity for moms/dads and kids to curl up with a stuffed animal and a good book or two.

We are planning a “Bully Proofing” and “Relational Bullying” parent informational night for April.

RIGOR:

Our next steps with the Michael Gurian gender gap program focusing our general classroom strategies as interventions with individual boys who struggle academically. Our 2/1/2010 session will train teachers to meld Gurian strategies with general literacy or academic strategies via Response to Intervention or classroom intervention programs. We will have a follow-up session in April—and will hold a gender-differences parent night in early March.

OPPORTUNITY:

Pilot teachers report that the Muzzy program and our technology plan for teaching Spanish are working very well in their classrooms.

We have added a Hiking Club, led by Danielle Donelson, to our D14 stipend-supported programs.

MANITOU SPRINGS HIGH SCHOOL- Mr. Cody

On the Friday, 1/15, our Teacher Work Day, twenty teachers joined Mr. Cody, Mr. Burr, and a number of MSMS teachers to consider what 6-12 cooperation and programs might look like. They developed questions to ask as teams of D14 secondary teachers visit six or so selected schools to explore how we might continue to improve our secondary level educational and activity programs. Mr. Cody and six MSHS staff members along with some of their MSMS colleagues visited Eagle Rock School in Estes Park on Thursday, 1/21 to learn about their innovative learning program that has received national recognition. Our staff members learned a lot and Mr. Cody will report to the BOE at dinner before the meeting. Music, breakfast, and welcoming staff members greeted students as they came into the commons last Tuesday, the first day of the second semester. The 'Welcome Aboard' theme was combined with a Haitian Relief effort sponsored by Peace Jam and W.O.R.M.S. who have a goal of raising \$2,500 for the relief effort. Also, Key Club sent \$150 each to two Haitian relief charities.

Manitou Springs Middle School - Mr. Burr

- 1) Our new principal, new teachers in Science, Special Education, Technology, and World Languages, as well as new para-educators have been a tremendous asset to the Middle School.
- 2) Love and Logic training on January 4th was a huge success! Dr. Charles Fay presented some great tools for the middle school staff, community members, board members, and parents to use in their classrooms and at home.
- 3) The middle school principal, along with a number of teachers, visited Eagle Rock School in Estes Park to observe how their 6-12 continuum program works.

E. ROUTINE CONSENSUS ITEMS

012510.05 Mrs. Lord moved to approve the following Routine/Consensus Items.

Mr. Mendoza seconded the motion.

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

a) Certified

b) Classified

- Richard Ragsdale – HS Custodian

2. Employment

a) Certified

a) Classified

- Sean Patterson – Technology

3. ARK Contracts

President Farmer requested a roll call vote: Mrs. Lord voted aye, Mr. Mendoza voted aye, Mrs. Stevens voted aye and Mrs. Farmer voted aye.

BREAK 8:30 – 8:37p.m.

F. UNFINISHED BUSINESS

012510.06 Mrs. Lord moved to approve Policy KEC for the 3rd and Final Reading.

Policy Code: KEC (IX. – 13.)

Policy Name: Reconsideration of Instructional Material

Adoption: November, 1995

Revised: December, 2009

Reviewed: January, 2010

If any parent of a School District 14 student or employee of School District 14 wishes to request reconsideration of the placement of any instructional materials in any of the district's schools, the individual may pick up a "Request for Reconsideration of Instructional Material" form at the office of the superintendent.

The form must be completed in its entirety, signed by the complainant and returned to the superintendent's office. The term, instructional material as used here includes all media center materials, all textbooks and resource materials used in any classroom in the district, as well as any print or non-print items used for instruction whether owned by the district or rented or borrowed for instructional use. The principal of the school where the challenged material is located shall determine whether the challenged material will be removed from the use while the district's reconsideration process occurs. The principal shall consult with the superintendent or his designee before temporarily removing the challenged material.

An Instructional material Review Committee shall be appointed by the Board of Education to review all "Requests for Reconsideration of Instructional Material." The committee shall consist of two parents, one teacher, one administrator and one high school student all of who shall be current members of the District Accountability Advisory Committee and shall serve one year terms. The Assistant Superintendent for Instruction will serve as technical advisor to the committee and shall call the committee together when needed.

Before meeting the committee will read and examine the challenged materials, a copy of the reconsideration form, and copies of professionally prepared reviews provided by the Director of Media Services. The complainant as well as other observers may attend all committee meeting. The complainant may make an initial verbal presentation regarding the materials under consideration. Observers may be invited to voice their views: however, after those opportunities, the complainant and other observers may not participate in the committee's deliberations unless requested to do so by the Assistant Superintendent for Instruction. During this meeting or a subsequent one, the committee shall vote by secret ballot to remove or retain the material. The committee has the right to use outside expertise if necessary in the decision-making process. The superintendent shall implement the decision within fifteen days.

The complainant may appeal the decision to the Board of Education within one week. The Board will review the decision of the Instructional material Review Committee and decide whether to hear the appeal. The Board of Education may choose not to hear the appeal, to limit its appeal hearing to a review of whether district policy has been properly followed, or to review the challenged material and related materials. If the Board chooses to hear the appeal, the President of the Board shall then call an appeal hearing. The Assistant Superintendent for Instruction shall represent the Instructional Material Review Committee and the complainant shall represent himself/herself at the appeal hearing.

All press coverage of the school district's perspective of the challenge shall be provided by the superintendent. If a challenge is sustained, the judgment shall not be viewed as irresponsibility on the part of the professionals making the original selection.

Any subsequent challenge of the same material will have to be approved by a majority of the current Instructional Material Review Committee members before the challenge shall be considered.

Mrs. Stevens seconded the motion.

President Farmer requested a roll call vote: Mrs. Lord voted aye, Mr. Mendoza voted aye, Mrs. Stevens voted aye and Mrs. Farmer voted aye.

The Board decided that they would like to discuss/review the policy selection of books and invite Mrs. Virginia Swinney.

G. NEW BUSINESS

- Policy GCQA

012510.07 Mrs. Lord moved to table this policy until a later date.

Mr. Mendoza seconded the motion.

President Farmer requested a roll call vote: Mrs. Lord voted aye, Mr. Mendoza voted aye, Mrs. Stevens voted aye and Mrs. Farmer voted aye.

- Policy GBKA

012510. Mrs. Lord moved to approve Policy GBKA on the 1st and Final Reading.

Policy Code: GBKA (III. - 3.)

Policy Name: Grievance Procedure Certified Staff

Adoption: November, 1995

Revised:

Reviewed: January, 2010

Building Principals, Directors and the Assistant Superintendents with grievances of any type should take their grievances to the Superintendent of Schools. If satisfaction is not gained at this level, the administrator may request a hearing before the Board of Education. All requests for Board hearings must be made through the Superintendent and only after the steps, outlined above, have been completed. The Superintendent is obligated to set up a meeting between the administrator and the Board as promptly as possible. All grievances must be received directly from an individual employee speaking on his/her own behalf. Decisions rendered by the Board of Education on grievances are final. The Assistant Principal should follow the same grievance procedure as Principals after taking the first step of grieving directly to the Principal under whom he/she serves.

Mrs. Stevens seconded the motion.

President Farmer requested a roll call vote: Mrs. Lord voted aye, Mr. Mendoza voted aye, Mrs. Stevens voted aye and Mrs. Farmer voted aye.

- Policy GCEC

012510. Mrs. Lord moved to table this policy until a later date.

- Second Quarter Financial Report (Information)

Mr. Miller reviewed the financial results through the second quarter and compared them to the same period for the prior fiscal year. Expenditures in all funds were favorable; however, one concern is the decline in revenues in the food service fund. One reason for this is the emphasis on healthy foods being served this year that the students do not care to eat. Mr. Miller will work with the food service director to see if there is a way to add selected items back to the menu without adversely impacting the goal of serving healthy selections.

Reviewed and Received.

- 2009-2010 Adopted Revised Annual Budget

Revised Budget (Action). Mr. Miller reviewed the revised budget, required by state law to be enacted prior to January 31st with information known to the district as of December 31st. After review,

Mrs. Lord moved and Mr. Mendoza seconded the following resolution:

"BE IT RESOLVED by the Board of Education of School District Number Fourteen in El Paso County that the following revenues and expenditures for each district fund comprising the 2009-2010 Annual Revised Budget be adopted."

FUND	REVENUES	EXPENDITURES AND RESERVES
General Fund	\$ 14,396,475	\$ 14,396,475
Insurance Reserve Fund	\$ 165,031	\$ 165,031
Special Revenue Funds:		
Capital Reserve Fund	\$ 752,813	\$ 752,813
Governmental Designated Grants Fund	\$ 361,583	\$ 361,583

Pupil Activities Fund	\$ 436,822	\$ 436,822
Bond Redemption Fund	\$ 1,981,790	\$ 1,981,790
Building Fund	\$ -	\$ -
Food Service Fund	\$ 382,245	\$ 382,245
Internal Service (Health) Fund	\$ 407,687	\$ 407,687
Trust and Agency Funds	\$ 763,029	\$ 763,029
TOTAL	\$ 19,647,476	\$ 19,647,476

Roll Call Vote: Farmer_Y__, Lord_Y__, Mendoza_Y__, Stevens_Y__.

Mrs. Lord moved and Mrs. Stevens seconded the following resolution:
 "BE IT RESOLVED by the Board of Education of School District Number Fourteen in El Paso County 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, 2009 and ending June 30, 2010."

FUND	REVENUES	EXPENDITURES AND RESERVES
<i>funds as above</i>	<i>revenues, expenditures and reserves as above</i>	

Roll Call Vote: Farmer_Y__, Lord_Y__, Mendoza_Y__, Stevens_Y__.

H. FUTURE AGENDA ITEMS

Work Session February 8, 2010
 Regular Meeting February 22, 2010

- Policies
- Resolution
- Board Goals
- Strategic Plan

I. ADJOURNMENT

012510. Mrs. Lord moved to adjourn the meeting at 9:45p.m.

Mr. Mendoza seconded the motion.

President Farmer requested a roll call vote: Mrs. Lord voted aye, Mr. Mendoza voted aye, Mrs. Stevens voted aye and Mrs. Farmer voted aye.

Respectfully Submitted,

Gino Mendoza
Secretary