

Englewood DAC Minutes

November 13, 2018

6:00 p.m. - 8:00 p.m.

6:00-6:15 Standing Agenda Items

- Call the meeting to order at 6:01p.m.
- Introductions
- Roll Call/ Confirm Quorum (6 voting members)
 - 6:1 ratio of parents/ community members to staff (we have quorum)
- Adopt [Minutes](#) from previous meeting-September 25, 2018
- Public registration: Comments and Questions-None

6:15-7:15 Budget - Sosan Schaller, CFO

- Goal: How do I determine what is a priority for my school?
 - The purpose of identifying priorities is to ensure that the budget is sustainable
 - In order to prioritize the budget, we need to understand the values and goals of the group, community and students
 - Seek communication, fluid line of communication from SAC members, DAC members, Principals, Administration and to Board Of Education
 - Less is more, two to three priorities should be the focus for successful goals
 - Discovery, learning about the district: enrollment, attendance, staffing, and programs
- Review handout linked [here](#)- (In Preparation of Budget Development & Priority Discussion)
 - Funding- where does it come from?
 - Majority comes from the State based on a formula, (property tax, vehicle registration)
 - Mill levy override-comes from voters based on property tax (6.1 million)
 - Negative factor- budget stabilization to off-set the states inability to fund schools based on inflation.
 - Gallagher Amendment-requires property taxes and corporate tax rates to stay at the same rate
 - Tabor- "Taxpayers Bill of Rights", sets limits on the amount of revenue from property tax
 - Amendment 23- per pupil funding based on inflation rate
 - Marijuana Money- funded only through grants and are restricted to per grant stipulations
 - 15% excise tax based on wholesale goes to education
 - BEST Cash Grants- smaller maintenance projects ex: roof replacement, fire alarm replacements
 - BEST Lease-Purchase Grants- larger maintenance projects ex: new schools, major renovations
 - How General Fund Dollars are Allocated in Englewood Schools
 - Budget Development Timeline
 - January to March - process begins
 - April- budget is finalized
 - May-preliminary budget to the BOE, open to the public, DAC will make recommendations to the BOE based on priorities
 - July- budget is adopted
 - School Budget Allocation- modified site-base budget, calculated by student enrollment

- Used to fund non-salary items: textbook purchase, instructional materials, field trips, extra duty pay
 - Departments Budget Allocation- zero based budget
 - Department heads create a budget based on needs for the year, ex: cost of professional development, software
 - Business Services- responsible for budgeting salaries, benefits, utilities and insurance
- Mandated and non-mandated expenditures
 - Mandated:
 - Certified teachers- class size is not mandated
 - Superintendent
 - Special Ed Director
 - Secondary Counselor
 - Parent/Community Liaison
 - Translation
 - Graduation Courses
 - PERA- mandated by State Government
 - Medicare- mandated by Federal Government
 - Health Benefits- mandated by master agreement
 - Special Education- instruction, transportation
 - External Audit
 - Categorical Funding in addition to state formula funding
 - Special Education- based on student enrollment
 - Transportation for Special Education students
 - ELL/GT- ELL testing is mandated
 - Graduation Requirements
 - Celebrate the discussion and work that the board had last year around graduation requirements
 - Have now aligned with state mandates and credit hours – added capstone course
 - Course offerings
 - Fewer elective options attributed to size of the district
 - Board will look at class loads to determine the equity and sustainability for the staff and district.
 - Classes that keep students engaged along with CTE pathway
 - Non-Mandated: need to be conscientious and cautious of long term effect when discussing budget
 - CTE- reimbursement from State Government, Federal Government and district contribution
 - Full day kindergarten- .5 FTE for funding from State Government
 - Nursing Services- 30% 70% split between State Government and district
 - 1:1 devices- iPads, Chromebooks 1.2 million every 5 years
 - Not required at elementary level: PE, Art, Music Teachers
 - Library
 - International Baccalaureate
 - Sports and Activities- coaches, game officials, supplies
 - Transportation- regular education students, activities and sports
 - Spring Institute- originally grant funded, grant has ended – provides ELL, GED services to adults
 - AVID- College Readiness Program

- Textbooks- varies from year to year, based on resource adoption and curriculum needs
- Classroom Supplies- ask parents to contribute
- Memberships- CASE, CASB
- Employee Counseling Services- Human Resources sponsored for staff to access for guidance, legal questions
- Attorney Retainer- Negotiations, Support
- Deferred Maintenance –replace roofing, gym floor, boiler systems (used to be offset by state) should continue to fund for large long-term replacement.
 - Currently have one property for sale, all proceeds from the sale have to be put back into this fund.
- Workers Compensation- increasing 40% next year
- Unemployment Insurance
- Facility Maintenance- OMT day to day maintenance, custodian and ground workers
- Utilities- expected to go up based on size and footprint of new buildings
- Copier Lease- cheaper than ownership
- Fiber Network- internet cost
- Property Tax - Arapahoe County property tax
- Questions
 - Question: What is the reserve status set at?
 - Answer: State requires 3% min. Board increased to 15%
 - Question: Do we have October count numbers?
 - Answer: Yes, down 100 students per FTE, surrounding districts are continuing to decline and statewide enrollment is dropping along with the birth rate
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- [Note catcher](#) (SAC meeting and community conversations) and a collaborative tool.
 - Tool created to help start the conversation about prioritizing programs at school specific sites
 - Recommended that the budget document does not become part of the SAC discussion around budget priorities- focus is priorities not budget cuts
 - Looking at the school that is represented along with a successful overview of what we want the students to walk away with
 - Discuss all of the programs, staffing, community events and the long-term ramifications of those programs
 - Are priorities shifting in the schools and do we need to change the budget to accommodate the shifting values
 - Clarification around what is mandated and what is not mandated- could change the conversation ex: if transportation is not mandated, what does that look/feel like from the perspective of a student.
 - Please do a deep dive into the programs that are important to your school ex: CTE is important – what about CTE is important?
 - Recommend: School administrators advertise the SAC meeting a work session to parent community and attach it to a community event
- Board will be looking closely at the equitable base of resources, class sizes, staffing ratio as mandated by ESA
- Board’s goal is to balance the budget and to have enough in reserves to cover payroll or catastrophe

7:15-7:20 Bylaws - Dr. Wendy Rubin, Superintendent

- Announce subcommittee volunteers- want to have a subcommittee, will begin work in Jan.
 - Kelly Johnson

- Duane Tucker
- Enitiza Templeton

7:20-7:45 Updates

- Family, School, Community Partnerships - Clarice Fortunado, FSCP Liaison
 - FSCP committee created to grow the capacity for family community and school partnerships
 - 2017/2018 presented primarily at ADCO, 2018/2019 more in the schools and working with a larger collaborative group and building representatives
 - Fransen Pittman Coat Drive- donated 250 coats to elementary and preschool students
 - Health Assistant at TEC- pairing with Dependable Cleaners to provide coats to middle and high school students
 - Thanksgiving baskets- paired with Mosaic Church and Englewood Chamber of Commerce
 - Baskets are being delivered this weekend
 - Premade meals for homeless through local non-profit
 - Swedish Hospital partnership- hygiene drive/kits for our homeless families
 - Family Leadership training institute – free 20-week course, self-assessment and awareness
- Academic Advancement Initiative - Joanna Polzin, CAO
 - Four levers: Progress on next steps
 - Talent Management to retain teachers-leveraging our instructional coaches, high performing teachers
 - Instructional Infrastructure- assessment plan through Illuminate and analyzed at PLC's. Using data with teachers and at the site levels
 - Leadership- communication strategy engages the change model, second 90-day plan, developing the leadership competencies
 - Differentiated Support and Accountability- secondary level, ensure we are moving forward and the we are all on the same page. Learning Services supports, Shepherd meetings on sites, focus on balancing support and accountability.
- Construction – Joanna Polzin, CAO
 - Cherrelyn-
 - Students went to new school to sign a beam that is being used in the construction, students get to do a walkthrough again to maintain the excitement
 - ECE
 - Ribbon Cutting Ceremony January, 8 4:00-6:00 p.m.
 - East wing is almost complete, 13th and 14th students will transport items from old building to new bldg. 12/15 teachers move into new building, public sale ribbon cutting 4-6
 - Bishop
 - Ground Breaking Ceremony December, 20 1:45pm
 - School calendar has been adjusted to accommodate the move and construction.

7:45-8:00 Closing

- Plus/Delta
 - Thank you to Sosan for preparing a comprehensive budget and staying with us.
- Meeting Adjourned 7:56 p.m.

Upcoming DAC Meetings:

6:00-8:00 p.m. (RDAB Board Room)

January 29, 2019

March 12, 2019

May 14, 2019

Planning Meetings: Co-Chairs - Kelly Johnson and Carrie Espinosa

5:00-6:00 p.m. (RDAB)

January 15, 2019

February 26, 2019

April 30, 2019