

## **BOARD Meeting Activity November 11, 2020**

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To access links to supporting documentation for any item in the Board Report, please see the corresponding agenda at <http://www.boarddocs.com/co/d11/Board.nsf/Public>, click on the meetings tab, click on the meeting date, and click “view agenda.” Items within the agenda may be hyperlinked to additional information (for example, Personnel Recommendations); click on the hyperlink to access the documentation for that item.

### Ceremonial Oath of Office

President Gullixson announced that the newly appointed Board Director, Mr. Chirs Wallis, would take a ceremonial oath of office.

Colorado School Laws prescribe that each new or reelected member of the Board, no later than ten days after the District receives the official abstract of votes, shall take an oath of office to faithfully perform the duties of the office as required by law and will support the Constitution of the United States, the Constitution of Colorado and laws made pursuant thereto.

Becky Treece led the Oath of Office for Chris Wallis.

The newly appointed Director, Chris Wallis, took his seat at the dais.

The certificate of appointment and confidentiality form signed by Mr. Wallis have been filed in the office of the Board of Education.

### **Awards and Recognitions**

#### **Two D11 School Counselors Receive Counselor of the Year Recognitions**

Penrose Elementary School’s counselor, Brooke Morgan Mauro, was recently honored as the Colorado Elementary Counselor of the Year, and Jenkins Middle School's counselor, William Janas, was recently honored as the Colorado Middle School Counselor of the Year! These awards from the Colorado School Counseling Association honor the professionals who devote their careers to serving as advocates, and often lifesavers, for Colorado students.

The Colorado School Counselor Association (CSCA) is the state division of the American School Counselor Association, and represents the more than 1,600 school counselors in the state of Colorado. Annually, they recognize the best professionals in the counseling field including. They acknowledge each counselor for the quality of service one provides students, families, schools, and districts in which one works. Additionally, winners of the CSCA School Counselor of the Year Award will be nominated for the national American School Counselor Association (ASCA) School Counselor of the Year Award.

## **SPECIAL REPORTS**

### Superintendent's Report

Dr. Thomas provided an update on the Return to Learn Plan.

Deputy Superintendent and Chief Financial Officer Mr. Glenn Gustafson provided a Legislative update.

### Superintendent's Report: FY19-20 CAFR Presentation

Dr. Thomas introduced the topic and turned the presentation over to Mr. Chris Telli, CPA and Mr. Steve Sauer, CPA of BKD, LLP.

State statutes require an annual audit by a certified public accounting firm of the District's Comprehensive Annual Financial Report (CAFR). This audit is required to be received by the Board of Education by November 30 of each year. The CAFR was delivered to the Board of Education on October 31. This was a follow-up presentation of the CAFR. The District's auditor, BKD LLP, has given the District an unmodified opinion (the highest assurance) on the District's FY20 CAFR. The District's CAFR is available to the public at the following link:  
<https://www.d11.org/Page/325>.

This link would be active Thursday, November 12, 2020, at 9:00 a.m.

The District's financial statements are prepared in conformity with generally accepted accounting principles (GAAP) for school districts. The CAFR contains district-wide financial statements, fund financial statements, and notes to the financial statements, as well as auditor's opinions, management discussion and analysis, and supplemental information about the District.

The presentation was for information only and no formal action was required.

### Superintendent's Report - Policies

Dr. Thomas presented a report on the following policies and regulations, which were recently reviewed by the Board of Education's Policy Committee. It was determined that no significant revisions were required at this time.

**Policy KF and Regulation KF-R, Community Use of District Property (For Non-District Use)**, address situations where the District might permit the non-District rental of its property where such property is not needed for District purposes.

**Exhibit JS-E-2, Student Electronic Device Letter of Agreement**, establishes the responsibilities for students when provided an electronic device by their school. The exhibit is revised to include parents/guardians in the responsibility of repair and replacement costs, to include a cross-reference to a new Exhibit, JS-E-4, listing standard repair/replacement costs (to be updated annually, allowing for depreciation values), and the addition of a statement requiring schools to work with students/parents/guardians in repair and/or replacement plans when needed.

**Exhibit JS-E-4, 20/21 Standard Repair Placement Prices**, replaces the old version of JS-E-4,

Annual Student Device Technology Fee for Take Home Devices. Exhibit JS-E-2 covers all that needs to be in place before students are provided a device. In addition, the initial fee for receiving a device is no longer applicable.

## **CONSENT ITEMS**

### Approval of Board Meeting Minutes

Certified copies of the Board of Education's official minutes may be obtained from the Records Management Center. The cost of copying will be borne by the requester, per Board Policy BEDG.

The Board of Education approved the minutes of the October 28, 2020, regular board meeting. All minutes are available in BoardDocs through the Board of Education District website, after approval by the Board of Education.

### Personnel Recommendations

The Board of Education approved the November 11, 2020, Personnel Recommendations, as submitted by the administration.

### District Wide Closure Due to Inclement Weather

The Board of Education approved the closure of District 11 schools and sites on Monday, October 26, 2020.

### Policy IHBB, Gifted and Talented Education

The Board of Education adopted the revised version of IHBB, Gifted and Talented Education.

### Policy IHBAA, Response to Intervention (RtI)

The Board of Education adopted the revised version of IHBAA, Response to Intervention (RtI), to now be known as Mutl-Tiered System of Supports.

### Policy JFABD, Admission of Homeless Students

The Board of Education adopted the revised version of JFABD, Admission of Homeless Students.

### Policy IHD, Adult/Community Education

The Board of Education adopted the revised version of IHD, Adult/Community Education.

## **ACTION ITEMS**

### Contract Awards - Approve a One-Year Contract Term Extension: Lease Whittier Building to Mountain Song Community School

Dr. Thomas introduced the topic and turned the presentation over to Executive Director Procurement and Contracting, Kris Odom who provided the following information.

On April 24, 2013, the Board of Education approved a five-year lease of the Whittier school site located at 2904 West Kiowa to Mountain Song Community School (MSCS). MSCS has

requested contract extensions over the past several years and all have been approved by the District Board. Their current lease term ends June 30, 2021, which coincides with their charter contract term. They are in the process of a renewal application with the Charter State Institute. MSCS requested that this Board approves a one-year lease extension such that their lease will end June 30, 2022. It is believed that the school is seeking short-term extensions since they are searching for a larger facility to meet their long-term needs.

At this time the District does not have an identified re-purposed use for this facility and supports this lease extension with the understanding that the Academic Master Plan and Facilities Master Plan may identify a potential district use for the facility in the near future.

The Board of Education approved a one-year contract extension to the current Mountain Song Community School lease of the Whittier elementary school building. This extension will end, if fully executed, June 30, 2022.

#### Budget Transfers, Appropriations and FTE Approvals

Dr. Thomas introduced the topic and turned the presentation over to Assistant Superintendent of Personnel Support Services, Ms. Phoebe Bailey who provided the following information.

Due to the implementation of Healthy Families Workforce Act January 1, 2021, all employees in District 11 must receive paid sick leave and the Human Resources department must have another dedicated employee to administer and approve leave to approximately all fourteen hundred+ temporary workers and substitutes.

The Board of Education approved the request for a General Fund Contingency additional FTE to adhere to the implementation of the Healthy Families Workforce Act (HFWA) that will be implemented by the State on January 1, 2021.

#### Resolution 2021-13 TABOR Reserves and Designations Applied to Fiscal Year Spending

Dr. Thomas introduced the topic and turned the presentation over to Deputy Superintendent and Chief Financial Officer Mr. Glenn Gustafson who provided the following information.

As one of the four school districts in Colorado that has not "de-TABOR-ed," District 11 must annually comply with the revenue and spending limitations of Article X, section 20 of the Colorado Constitution. This resolution allows the Board of Education to adjust the annual reserves and designations in order to properly calculate the revenue and spending for TABOR (Taxpayers Bill of Rights) purposes.

This calculation of revenue and spending for TABOR purposes is a complex process, like a third basis of accounting, that is prepared for the District's annual financial report and annual independent audit. Generally speaking, the District's revenues and spending are only allowed to grow by a factor of inflation plus (or minus) pupil growth. Exceeding the limits is a violation of the state constitution and is subject to penalties and refunds to taxpayers, as described in the constitution language. Each year we go through a complex and timely calculation to demonstrate compliance. This compliance is then audited by the District's independent auditors.

The Board of Education approved Resolution 2021-13 TABOR Reserves and Designations Applied to Fiscal Year Spending.

### **NON-ACTION ITEMS**

#### **Policy IJL, Library Media, Selection, Adoption, Acquisition and Reconsideration**

Dr. Thomas introduced the topic and turned the presentation over to Director of Policy and Archives, Katherine Ritchie Rapp who provided the following information.

**Policy IJL, Library Media, Selection, Adoption, Acquisition and Reconsideration**, discusses the maintenance and development of library collections in District 11.

IJL was recommended for revisions to include the deletion of language regarding the acquisition of instructional materials, since that is addressed in another policy. IJL only addresses library materials, not instructional materials. In addition, paragraph three is revised to refer to the District's equity policy, and a broader statement that is intended to encompass a diverse range of perspectives.

The Board's Policy Committee recommended that the Board adopt the revised Policy IJL, Library Media, Selection, Adoption, Acquisition and Reconsideration.

The Board agreed to move the item to consent for the Dec. 9 regular meeting.

#### **Instructional Materials and Secondary Courses Approval**

Dr. Thomas introduced the topic and turned the presentation over to Director of Curriculum & Instruction, Karol Gates who provided the following information.

#### **Instructional Materials Summary**

The Board of Education has the responsibility to approve textbook materials, periodicals, newspapers, computer software, and content posters. The approval of new instructional materials originates based on identified curricular needs. Under the content facilitator's direction, the instructional material is reviewed based on key criteria, and citizens review and share key observations and/or recommendations. The requestor, the requestor's principal (when applicable), recommends the instructional material for general or specific use and then submits the instructional materials for review and recommendation to the appropriate content area facilitator. Once the appropriate facilitator reviews the material and offers evidence for their recommendation, a request for approval is made to the Director of Curriculum and Instruction.

All instructional materials submitted for approval have completed the required process specified in the Board of Education policies IJJ and IJJ-R. The Textbook Selection and Adoption policy states, "The Board will receive requests to adopt titles recommended by the curriculum committees, along with the citizens' comments and the curriculum committee's analysis of the citizens' comments." Instructional materials planned for district-wide implementation will be designated in the Board of Education Instructional Materials Approval Report.

There will be times when software and textbooks may go through an approval process in

anticipation of funding sources yet to be determined. The instructional materials on the list of materials were selected and recommended for adoption, according to Board of Education Policy IJJ-R. The materials included textbooks and technical trade manuals.

### **Secondary Courses Summary**

The Board of Education is required by state statute to determine the District's schools' educational programs. Educational needs drive the development of new courses at school sites. The process originates with identified student needs as well as:

1. Relationships to content standards and benchmarks
2. Assessment procedures
3. Instructional strategies and objectives
4. Materials and resources

Once approved by the curriculum facilitator (or curriculum committee as applicable), the request is submitted to the Director of Curriculum and Instruction for approval.

All course proposals submitted for approval or deletion have completed the required process of the Division of Achievement, Learning, & Leadership. Board of Education Policy IGA (Curriculum Development) states, "Curriculum development, review, and evaluation shall be the responsibility of the District staff ... After development, review and/or evaluation by a curriculum committee, all new curriculum, programs and courses of study, shall be presented by the Superintendent/designee (Deputy Superintendent/Director) to the Board for its consideration and action."

Achievement, Learning, & Leadership presents new, changed, and/or deleted courses, which have been developed according to Board of Education Policy IG and IGD. These courses are designed to support secondary students' needs and are related to content standards and benchmarks.

Citizen review of materials requested for adoption by the Board of Education will be held during each approval period. Notification of the citizen reviews are posted for each period on the District 11 website, on Channel 16, and through the District 11 Loop messaging system.

Teachers, teacher-leaders, principals, and content facilitators participate collaboratively in a selection process to bring materials and courses forward for Board of Education approval.

Once materials are approved, building, central, and Mill Levy Override budgets may be used to purchase materials.

The Board agreed to move the item to action on the Dec. 9 regular meeting.

### **Mitchell High School Innovation Plan**

Dr. Thomas introduced the topic and turned the presentation over to Executive Director, Daniel Hoff who provided the following information.

Mitchell High School is identified as a Priority Improvement School by the Colorado

Department of Education. This designation has prompted the school to seek approval of an innovation plan by its staff and the Board of Education.

During the month of October, the innovation plan was shared with school staff in preparation for a vote of approval. On November 2, 2020, a school wide vote occurred, the innovation plan and corresponding waivers therein, failed to pass at the school level. It was asked that the innovation plan and the corresponding waivers be reviewed by the Board of Education and provide direction on producing a Colorado Springs School District 11 innovation plan for Mitchell High School.

The Board did not agree to move the item to action on the Dec. 9 regular meeting.

The Board authorized Dr. Thomas to intervene and produce an innovation plan for Mitchell High School. The innovation plan will come back to the Board for review and approval.

### **BOARD MEMBER REPORTS**

Board members reported on their various activities.

### **FUTURE MEETING/WORK SESSIONS**

The Board of Education will meet on the following dates:

Wednesday, November 18, Work Session, 4:00 p.m., Video Conference

November 18, Special Meeting, 4:30 p.m., Video Conference with Public Hearing

November 23-27, Thanksgiving Break - District closed

Wednesday, December 2, Work Session, 4:00 p.m., Video Conference

Wednesday, December 9, Regular Board Meeting, 4:00 p.m., Video Conference

### **ADJOURNMENT**

The meeting was adjourned at 7:58 p.m.