

Colorado Springs School District 11
Superintendent Dr. Michael J. Thomas
Division of Business Services
Deputy Superintendent/CFO Glenn E. Gustafson, CPA
Director of Financial Services Laura Hronik, MBA

DAC Budget Subcommittee

Web page: [District Accountability Committee \(DAC\)](#)
Chairman Michael Reyes

Meeting Notes

December 3rd, 2019

6:00 p.m.

Administration Building Board Room

Members present: Chair Michael Reyes, Vice-Chair Jan Rennie, Clara Hoellerbauer, Ken Pfeil, Amanda Huber, Jenny Courtier, Robert Grossman, Carl Schueler, Jason Rockwood, Bruce Cole, Kathy Box, Karin Lindt, Colleen Pearl

Members absent: Pete Lee, Donna Ecks, Bob Null, Sandra Park, Logan Laszczyk, Trish Nixon

Ex-officio members present: Glenn Gustafson and Anna Monroe

Guests: Dr. Parth Melpakam, Julie Ott, Velvet Stepanek, Lyman Kaiser, John McCarron, David Engstrom, Dan Hoff, Duane Roberson, Shawn Pope, Linda Sanders, Dawn Boden, Phoebe Bailey, Conner Sargent, John Keane, Carlos Perez, Terry Seaman

Chairman Reyes brought the meeting to order at 6:00 p.m. Mr. Reyes began by having guests go around the room and introduce themselves since there were several guests in attendance. He then asked for approval of the agenda. Mr. Reyes made the motion to move forward with the agenda, seconded by Mr. Grossman and Mr. Rockwood.

Chairman Reyes then gave the floor to one of our guest presenters David Engstrom, Deputy Superintendent/ALL for D11. He began by speaking about Mid-Year Budget Modification Request ALL-1, a request to purchase an add-on feature in Naviance to allow students to have access to an enhanced course planner software, making it easier for them to plan their ICAPS and manage their course schedules, along with allowing them to track their graduation requirements and even let them look at future courses needed if they choose a career specific path to take. Mr. Engstrom gave the floor to Dawn Boden, who further explained the benefits of this add-on feature and its intended use. She stated that the district began using Naviance four years ago, and that this add-on will improve the software's functionality for future use.

The district is looking to switch to an SMS system, which is also one of the Mid-Year Modification Requests being reviewed. The committee was concerned that if they recommended the Naviance add-on funding to the Board of Education, since a new system will likely be implemented in the next two years, that it wouldn't make sense to make the recommendation if the new system and Naviance are unable to communicate or if the new system would replace Naviance. Mr. Engstrom explained that there are multiple vendors that would be considered for the new SMS system, and that the process is in its early phases since funding has not been approved yet. Because of this, the district is unsure whether the chosen vendor will be able to communicate with Naviance or if it would replace it, however, it will be years before the new system would be implemented fully, and the benefits of the add-on to students would enhance their schedules, plans, ICAPS, and course choices. The district will do what it can to look for the best vendor to purchase the SMS system from, and they will try to look for one that can communicate with the existing systems in place so that the transition will be as smooth as possible.

Mr. Engstrom then moved to request ALL-3, which is asking for funding to pay for district offered concurrent enrollment tuition and dual credit costs for students. Mr. Engstrom gave the floor to Duane Roberson, the Director of Career & Technical Ed. He spoke to how the demand for the district to offer more college courses in high school has been rising each school year, and that the district wants to pay for the costs for students to take this coursework to give opportunity to all students interested regardless of financial ability to afford these classes. Because of the increased demand, more college partnerships and coursework offered, a rise in student enrollment in these classes, and increased costs, concurrent enrollment and dual credit needs additional funding to cover the additional cost

incurred. Mr. Roberson also spoke about how this request is non-recurring even though the demand for these courses is on an upward trend. He also stated that his department has a 9 step plan for post-secondary education at D11.

The next modification discussed was ALL-2, a request for a new facilitator to help manage several programs effecting approximately 20 schools. There were several questions that the committee had for Mr. Engstrom. The main concerns for this job were that there was not a clear defined goal or plan for this position yet and that it may be challenging to find a person to fill the position with the appropriate experience.

After this, Dan Hoff began to speak about ALL-4, a budget request for the district to pay for school supplies packages for all students on their first day to ensure that all students have the same supplies to start their year with, helping to give all students the same access to education within D11. This would help release some funding to the schools because each school would be able to save on supplies purchases for classrooms, as well as lift some of the burden off of teachers. It would also take the financial burden off of parents to buy supplies, which can be very expensive. The district tried this last year in many of the schools, and the response from the community was very positive.

John Keane, the Exec. Director, K-12 Schools and Carlos Perez, the Principal at Mitchell, then proceeded to discuss ALL-5, a request to hire a coordinator at Mitchell High School to help manage the responsibilities of the Health Clinic, as well as take on some of the responsibilities that Mr. Perez currently has so that he can better assist staff in getting the school on the right track. Currently, the school is in its fourth year of being on the clock. After its fifth year on the clock, the school will be evaluated formally by the State Board of Education, and major changes will need to be made to improve the school. Since the district wants to keep the school open, they need to create a strong improvement plan and take steps to get the school off the clock. This coordinator position would help manage many of the systems in place, allowing other staff to focus more on improvements and strategies needed to increase the school's performance and instruction.

John McCarron took the floor next to discuss IT-1, a request to purchase a new SMS system for D11. He presented a detailed packet to the committee which gave a plethora of data about pricing, software needs, program data, etc. He provided data regarding the timeline of the implementation of the new system when purchased, which will be approximately completed Fall 2021. He also presented on the cost and pricing information, showing the current cost to the district for the several programs we have now vs. the anticipated cost for the new SMS system. He also explained why the amount of his request was the dollar amount that it is, and showed the funding breakout which explained how the funding would be used. He also presented information about vendors who responded to an RFI along with what they could provide service-wise.

Once the presentations were complete, Mr. Reyes then stated that the next meeting would be primarily used to vote on these requests and to make recommendations to the Board of Education as to which Mid-Year Modifications to accept and reject.

Mr. Reyes moved to accept the meeting notes from November 12th, 2019. Two confirmed members seconded the motion and the notes were approved. They will be posted to the DAC web page on the District 11 website as well as on the subcommittee's Office 365 page.

The meeting adjourned at 8:30 p.m.

Next Meeting: December 10th at 6:00 p.m. in the administration building boardroom.