

Colorado Springs School District 11
Superintendent Dr. Nicholas M. Gledich
Division of Business Services
Deputy Superintendent/CFO Glenn E. Gustafson, CPA
Director of Budget and Planning Kenneth L. Wieck, CPA

DAC Budget Subcommittee

Web page: [District Accountability Committee \(DAC\)](#)
Chairman John Roebke

Meeting Notes

May 8, 2018

6:00 p.m.

Members present: Dan Fox, Tom Hunt, AJ LaFrancis, Bob Miner, Trish Nixon, Bob Null, Kim Polomka, Jan Rennie, Michael Reyes, John Roebke, and Elisa Villarruel

Members absent: Deborah Boisselle, Bruce Cole, Lara Crowell, Jamie Cushenbery, Andrew Hug, Pete Lee, Ken Pfeil, Carl Schueler, and Toni Seberger

Ex-officio members present: Glenn Gustafson, Laura Hronik, Ken Wieck and Becky Moore

Guests: DAC Chairman Dr. Parth Melpakam, DAC Membership Committee Chairman Dr. Wendy Chiado, and Horace Mann Middle School student Devin Osborn

Chairman Roebke brought the meeting to order at 6:00 p.m. Ms. Nixon moved to accept the meeting notes from April 24, 2018. Ms. Rennie 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 DAC update included announcing that the final meeting is next Tuesday, May 15 where the DAC will review the draft of the budget subcommittee's year-end report to the DAC and board of education. The DAC will also discuss its charge and the charges of all subcommittees for the 2018-19 school year. Dr. Melpakam noted highlights from the Cristal Apple Banquet that was held last evening.

At this time, a special thank you was announced to Mr. Wieck for his years of supporting the subcommittee and congratulations upon his retirement were given. Mr. Miner was also honored as a longtime member of the subcommittee who is stepping down after this final meeting of the school year.

Dr. Chiado was on hand to give an update on membership recruitment. She is working with the District's marketing director, Ms. Devra Ashby and there are several recruiting methods employed. Mr. Roebke had a few suggestions for recruitment, which were noted for action by Dr. Chiado. Dr. Chiado. Ms. Ashby's department is picking up any costs associated with DAC recruitment.

Chairman Roebke turned the subcommittee to finalizing the year-end report. He decided to do a roundtable and have each member give suggestions and comments for inclusion in the report or for general improvements to the subcommittee work. The following came out of the roundtable:

- The subcommittee received great support from District 11 staff
- The budget modification form is much improved over previous versions, just fill out completely
- Budget modification requests need more backup data and/or documentation
- Budget modification requests need to be more thorough to reduce further information needs
- Budgets that are requested as non-recurring should not include recurring requests
- Any high dollar budget requests should require the requestor to come in and present to the subcommittee
- More time for review of budget requests, more meetings to review budget requests
- Simplify the charges, too much detail in them, be straightforward
- More follow-up to budget requests with greater detail
- Structure presentations so that strict time limits are employed
- More photographs and video as tools for topic analysis discussion
- Defer discussion of personal topics to after the meeting is adjourned

- Move briskly but thoroughly about the charges with no rambling
- Members take advantage of the subcommittee's Office 365 page
- More board of education guidance as to the charges
- Maintain discussion and review to the scope of budget modification requests, too much detail makes for rambling
- Stay on task and within scope of charges
- Move charges into a deeper dive into a subject rather than a long list of shallow charges
- District staff are working long and hard so the subcommittee should not be too critical
- Thank people for their time and efforts

The subcommittee was reminded again to send in their membership intentions as soon as possible for next school year to Mr. Roebke, Dr. Chiado or the Budget Office.

Mr. Roebke asked for further charge suggestions to be emailed to him or the Budget Office by Friday, May 11, 2018. He also encouraged the group to submit these suggestions to the subcommittee's Office 365 page.

Final topics of general discussion included:

- The teacher rally at the state capitol the week prior
 - Impact the lost contact day had on the District (financially)
 - Who was impacted by the lost contact day
- Pueblo School District 60 teachers strike
- Dr. Melpakam thanked District 11 staff for their support of the DAC and its subcommittees

The meeting adjourned at 7:10 p.m.

Next Meeting: September 2018 at 6:00 p.m. in the administration building boardroom.