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Mission Statement

Together we are committed to graduating and preparing all children for success in college and careers.

MINUTES
SPECIAL BOARD OF EDUCATION MEETING
July 27, 2012
Central Administration Office – Board Room

- 1.00** President Harold called the Meeting to order at 10:20 a.m.
Roll Call was taken with the following members present: Mr. Henry Allen Jr., Mrs. Tammy Harold, Mr. Chuck Irons, Mrs. Marie LaVere-Wright and Mr. Chris Wright.
- 2.00** **Welcome and Pledge of Allegiance**
President Harold welcomed those in attendance and invited them to join the Board in the Pledge of Allegiance.
- 3.00** **Approval of Agenda**
President Harold requested a motion to approve the agenda.

Director LaVere-Wright moved to approve the agenda. Director Irons seconded the motion.
Vote: Mr. Allen, aye; Mrs. Harold, aye; Mr. Irons, aye; Mrs. LaVere-Wright, aye; Mr. Wright, aye. Motion carried.
- 4.00** **Open Forum**
Bryn Abrahamsson, FTEA representative, requested that when the Board has decided on the hiring process for the new CEO that they publish the information. She would like to see the person taking over as CEO this year be probationary. Choose to hire that person through committee. FTEA would like to have access to the members of the committee before the process starts and after the decision is made so that they can ask any questions they may have.
- 5.00** **Action Items**
- 5.01** Approval of Adoption and Revisions to Board of Education Policies and Regulations
ADC/GBED/JICG Tobacco Free Schools ADD and ADD-E Safe Schools, JB Equal Educational Opportunity/Non-discrimination/Non-harassment of Students, JF, JF-R and JF-E Admission and Denial of Admission, JIC Student Conduct, JICA Student Dress Code, JICDA Code of Conduct, JICH Drug and Alcohol Use by Students, JICI Weapons in School, JK and JK-R Student Discipline, JKBA- Disciplinary Removal From Classroom, JKD/JKE, JKD-R/JKE-R and JKD-E/JKE-E Suspension/Expulsion of Students, JKF and JKF-R Educational Alternatives for Expelled Students, JKG Expulsion Prevention, GBEB Staff Conduct and Responsibilities, GCS Professional Research and Publishing, BE School Board Meeting

President Harold requested a motion to approve action item 5.01

Director LaVere-Wright moved to approve the adoption and revisions to the policies listed as recommended by the administration. Director Irons seconded the motion.

These policies were discussed at the last Board meeting

Vote: Mr. Allen, aye; Mrs. Harold, aye; Mr. Irons, aye; Mrs. LaVere-Wright, aye; Mr. Wright, aye. Motion carried.

5.02 Election of Board of Education Vice President

President Harold asked for nominations for the office of Vice President.

Director Irons nominated Chris Wright.

President Harold asked if there were any other nominations.

President Harold asked if there were any other nominations a second time. Hearing none nominations were closed.

President Harold called for a vote

Vote: Mr. Allen, aye; Mrs. Harold, nay; Mr. Irons, aye; Mrs. LaVere-Wright, nay; Mr. Wright aye.

The new Vice President of the Board of Education is Chris Wright.

5.03 Measurement of Continuing Financial Stability according to Board Policy DAC and next steps

In February 2012, the Board of Education accepted a recommended change to policy DAC – Continuing Financial Stability that corrected the measurement of fund balance as a percentage of annual revenue. Much of the policy however remained the same and bears further scrutiny and also action according to the intent of the policy.

The policy, in general, is intended to keep the general fund's fund balance within a range of 10%-11% of annual revenues (District Adjusted Gross Revenue). The policy also intends to outline what actions might be considered when the ratio falls above 11%. While some of the language is strong, indicating requirements, it is countered with language that essentially allows the District to maintain a balance over 11% during times of financial struggle.

As we begin to contemplate the financial results for 2011-12, and the application of policy DAC, several things should be considered: (1) continued evaluation of language in the policy itself; (2) The estimated ratio results for 2011-12; (3) What next steps are available, feasible, and appropriate from the result of the fund balance ratio.

As the district business process continues to mature, this is and will become a time for evaluating the financial position of the district and what implications that evaluation might have on subsequent fiscal years.

The 2011-12 final budget, for the general fund, aimed for expenses to exceed revenue by \$3.0mm. Current estimates of financial results would show something much closer to break even, meaning that fund balance going in to the 2012-13 fiscal year would be much higher than anticipated – and therefore identifies funds that could be made available for one-time spends for the district, specifically spends related to capital and technology needs

By simply assuming a \$3.0mm surplus of fund balance, we should first set aside a portion to accommodate final entries for the 2011-12 fiscal year that could erode the number slightly – 20% (\$600k). If the Board is willing to consider spending the remainder (approx. \$2.4mm) we could start with a simple definition of three pools of money targeted for three different priorities: Capital, Technology, and Staff Development. We would expect that there might be related

priorities in the Technology and Staff Development priorities and would look to appropriate individuals in the Education Office to identify and quantify projects that would represent an efficient and effective use of those funds, to consider all components of the Educational Program (Regular Ed, Special Ed, Extracurricular and specialized [GT, ELL, etc.]).

Capital priorities would chiefly come from the capital project prioritization process that is conducted each spring by the Planning Department, and other current issues that may be relevant simply because of how they would relate to other projects.

To that end, there are two ongoing projects that are prime candidates to allocate relatively small dollars to, in order to bring them to the best possible completion in the next 30-45 days:

1. Athletic Complex at Vista Ridge High School – FCBC (Falcon Community Builders for Classrooms) is in the final stages of a project that began in July 2011, that effectively completes the athletic complex at Vista Ridge High School. FCBC has been extremely generous in this endeavor, providing over \$1.8mm to assist in that effort. As the project nears completion, a shortfall of approximately \$60,000 has been identified, and tied to one final piece of the project (the pressbox for the football/soccer field) that will not fit into their budget. We recommend the district provide funds to complete the pressbox in the spirit of gratitude and cooperation with FCBC.
2. Falcon Virtual Academy – The new building for FVA was originally acquired in November 2011, and design, permitting and remodeling has been rushed to make the building available for the 2012-13 school year. Various small project changes have come to bear that required us to forego the planned science and art lab rooms. An ‘add-option’ has been priced to allow FVA to complete a single room that would serve both purposes for approximately \$98,000.

Timing is an issue for both of these projects since construction crews are currently on-site and approving these changes now would be cheaper than having them ‘come back’ at a later date. These two projects combined total \$150,000, which would still leave \$650,000 of the potential \$800,000 pool for capital needs resulting from excess fund balance to address another level of capital needs identified in the capital need prioritization process.

Brett Ridgway reviewed the budget information with the Board.

The amount has changed from \$150,000 to \$160,000.

Director LaVere-Wright would like to see a work session topic sped student school choice and transportation issues.

President Harold requested a motion to approve action item 5.03

Director LaVere-Wright moved to authorize administration to proceed with project expansions for both the Vista Ridge pressbox and Falcon Virtual Academy Science & Art room for a total cost not to exceed \$160,000 and to incorporate this spend in the amended budget for 2012-13 fiscal year. Director Irons seconded the motion.

Vote: Mr. Allen, aye; Mrs. Harold, aye; Mr. Irons, aye; Mrs. LaVere-Wright, aye; Mr. Wright, aye. Motion carried.

Before leaving the meeting Chris Wright stated that he hoped that every segment of the district will have input on the type of CEO that is brought into the district. The hiring process needs to be consistent throughout the district. As vice president he will focus on diversity within this

district and work to make human resources function properly. We are hiring skill sets and we will look for minorities.

Chris Wright left the meeting at 11:00 a.m.

6.00 Discussion Items

6.01 Board Communication

Michelle Murphy, from CASB spoke to the Board regarding communication between board members. She reviewed a powerpoint presentation with the Board.

Board members do not have authority act as individuals, they only have authority as a board at a meeting when they are together.

They reviewed Board Member Immunity, Qualified Immunity, Privileged/Confidential Information, Attorney-Client Privilege, Role of the School Board, Chain of Command: Handling Complaints, Sunshine Laws, What Constitutes a meeting, Public Notice, Email Communication, Agendas, Special Meetings, Rules of Order, Voting, Conflict of Interest, Executive Sessions, Balancing Conflicts with the Need for Action, Executive Session, Minutes, Recordings, Public Access to Recordings.

Some items on the agenda might need to be discussion items at two separate meetings before they become action items.

Information from questions regarding an agenda items should be included in the packet.

How the agenda is formed is in board policy. Setting of the agenda is handled by the CEO and Board President. Policies and procedures need to be followed consistently. Look at the two policies regarding who sets the agenda.

6.02 Role of Board of Education Members

This item was covered under item 6.02.

6.03 Chief Education Officer Hiring Process

President Harold stated that Becky Carter the CEO is retiring at the end of August.

President Harold said that there has been multiple ways that the district has hired a superintendent. The best that she has found is by committee. She explained the process that was used. There were five groups and each group had the same questions. The groups findings were compiled and given to the Board for their final decision.

Director Irons thinks that we should institute the search the first of September,

Director LaVere-Wright stated that we need to make sure that we get the right person. We need a strategic plan and need to review the job description before moving forward. We need to define the requirement and come up with a strategic plan. We need to look at the peak hiring season. We want to take the time to define what our vision is and the strategic plan.

The Board needs to discuss this at a work session.

President Harold asked the Board members present if they could agree to define the vision, strategic plan and requirements in September for the CEO with a goal to post the position in November. They are in agreement that this will be the goal.

7:00 Adjournment

President Harold requested a motion to adjourn.

Director LaVere-Wright moved to adjourn. Director Irons seconded the motion.

Vote: Mr. Allen, aye; Mrs. Harold, aye; Mr. Irons, aye; Mrs. LaVere-Wright, aye.
Motion carried.

The meeting was adjourned at 12:25 p.m.

Tammy Harold, Board President

Chuck Irons, Board Secretary