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

**MINUTES**  
**REGULAR BOARD OF EDUCATION MEETING**  
**February 9, 2012**  
**Central Administration Office – Board Room**

**1.00** President Harold called the Meeting to order at 6:30 p.m.  
Roll Call was taken with the following members present: Mrs. Tammy Harold, Mr. Chuck Irons, Mrs. Joan Johnson, Mrs. Marie LaVere-Wright. Mr. Chris Wright will be late with prior notice.

**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 Johnson moved to approve the agenda. Director Irons seconded the motion.

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

**4.00 Consent Agenda**

- 4.01 Approval of January Monthly Financial Update
- 4.02 Approval of Matters Relating to Administrative Personnel

**RESIGNATIONS:**

Wusk, Cynthia Written resignation from her position as IT Operations Manager effective February 3, 2012.

- 4.03 Approval of Matters Relating to Licensed Personnel

**APPOINTMENTS:**

Allen, Amy Hired as an INR Speech-Language Pathologist with the Special Services Department effective January 12, 2012. She was placed at a MA/11 based on a pro-rated work schedule of 85.5 days and including the 10% differential paid to this hard-to-fill position. She replaces Amy Schaefer who resigned.

Champlin, Bethany Hired as an INR 2<sup>nd</sup> Grade Teacher at Ridgeview Elementary School effective January 26, 2012. She was placed at a MA/5 based on a pro-rated work schedule of 77 days. She replaces Steffani Colby who resigned.

Clark, Julianne Hired as an INR SPED MH Teacher at Odyssey Elementary School effective January 20, 2012. She was placed at a BA+24/11 based on a pro-rated work schedule of 81 days. This is a new position that was approved by both the Zone Leader and the Chief Business Officer.

Cockerham, Christopher Hired as an INR 7<sup>TH</sup> Grade Math Teacher at Skyview Middle School effective August 8, 2011. He was placed at a BA/less payments received to date as a long-term

sub, based on a pro-rated work schedule of 173 days. His appointment is retroactive due to the fact that he was the long-term sub for Mindy Farist who will not be returning for the 2011-2012 school year and after working 90 or more days, state statute requires that he be contracted as an INR employee.

Davis, Patrick Hired as an INR SPED SIED/PC Resource Teacher at Falcon High School effective January 23, 2012. He was placed at a BA/9 based on a pro-rated work schedule of 80 days. This is a new position approved by both the Zone Leader and the Chief Business Officer.

Jones, Cindy Hired as an INR SPED SLD Teacher at Meridian Ranch International School effective January 18, 2012. She was placed at a BA+36/1 based on a pro-rated work schedule of 83 days. This is a new position approved by the Zone Leader, SPED Director and Chief Business Officer.

Putney, Deborah Hired as a part-time INR 4<sup>th</sup> Grade Teacher at Meridian Ranch International School effective January 9, 2012. She was placed at a BA/1 based on a pro-rated work schedule of 89 days. She will be entering in to a job share with Tonya Deiter who will be moving from full-time to part-time effective January 9, 2012.

Yarbrough, Lisa Hired as an INR SPED SLD Teacher at Meridian Ranch International School effective January 17, 2012. She was placed at a BA+12/11 based on a pro-rated work schedule of 84 days. She replaces Kelly Green who resigned.

**REQUESTS FOR LEAVE:**

Farist, Mindy Written request for a leave of absence for the remainder of the 2011-12 school year due to medical reasons. Ms. Farist has already been on a leave of absence for the 1<sup>st</sup> semester however is unable to return at this time.

**RETIREMENTS:**

Walker, Joyce Written request to retire at the end of the 2011-12 school year if a transitional 110/110 year is granted for the 2012-13 school year. If 110/110 transition years will not be granted for 2012-13, Ms. Walker wishes to rescind her request to retire at this time.

**TRANSFERS:**

Deiter, Tonya Transferring from full-time to part-time in her 4<sup>th</sup> Grade Teaching position at Meridian Ranch International School effective January 9, 2012.

**RESIGNATIONS:**

Allen, Amy Written resignation from her position as INR SPED SLP with the Special Services Department effective January 23, 2012.

Ambard, Linda Written resignation from her previous position as P.E. Teacher at Stetson Elementary School. Ms. Ambard was on a long-term leave of absence for the 2011-12 school year.

Colby, Steffani Written resignation from her position as 2<sup>nd</sup> Grade Teacher at Ridgeview Elementary School effective January 27, 2012.

Russell, Erik Written resignation from his previous position as 4<sup>th</sup> Grade Teacher at Odyssey Elementary School. Mr. Russell was on a long-term leave of absence for the 2011-12 school year.

4.04 Approval of Matters Relating to Educational Support Personnel

**APPOINTMENTS:**

Behr, Jannie Existing Position, Finance Technician at Central Office replacing Robyn Klunder who transferred, full time, full year, step 7, 8 hours per day, start date January 19, 2012.

Bybee, Craig Existing Position, Bus Driver in Transportation, full time school year, step 1, 5 hours per day, start date January 30, 2012.

Clark, Jana Existing Position, Crossing Guard at Odyssey Elementary School replacing Maria Gaudette, part time, school year, step, 1.5 hours per day, start date January 20, 2012.

Couillard, Zachariah Existing Position, Bus Driver in Transportation, full time school year, step 1, 5 hours per day, start date January 17, 2012.

Cyr, Schyler New Position that was approved by both the Zone Leader and the Chief Business Officer. Special Education Paraprofessional, at Falcon High School, part time, school year, step 2, 3.5 hours per day, start date January 31, 2012.

Griffith, Ronda Existing Position, Special Education Teacher Assistant, Autism at Remington Elementary School replacing Mary McPhee who resigned, full time, school year, step 1, 7 hours per day, start date January 20, 2012.

Hammers, Diane Existing Position, Lunch Monitor at Woodmen Hills Elementary School replacing Julie Sanchez who resigned, part time, school year, step 1, 2.5 hours per day, start date January 4, 2012.

Herod, Cassandra Existing Position, Bus Paraprofessional, full time school year, step 1, 5 hours per day, start date January 30, 2012.

Moos, Margaret New Position that was approved by both the Zone Leader and the Chief Business Officer. Special Education Paraprofessional, 1 on 1 at Remington Elementary School, full time, school year, step 3, 7 hours per day, start date January 11, 2012.

Nicholson, Emily Existing Position, Speech Language Pathologist Assistant at Special Services replacing Chelsea Bryant who resigned, full time, school year, step 1, 7 hours per day, start date January 24, 2012.

Pepe, Nicholas Existing Position, Bus Driver in Transportation, full time school year, step 1, 5 hours per day, start date January 30, 2012.

Story, Janet Existing Position, Bus Paraprofessional, full time school year, step 1, 5 hours per day, start date January 30, 2012.

Willis, Gaukhar Existing Position, Nutrition Services Assistant at Evans Elementary School replacing Kathleen Allbee who resigned, full time, school year, step 1, 3.5 hours per day, start date January 20, 2012.

**SUBSTITUTE:**

Blanks-Wilson, Valencia Licensed Substitute hired for the 2011-2012 school year.

Brockberg, Sarah Licensed Substitute hired for the 2011-2012 school year.

Brooks, Lora Licensed Substitute hired for the 2011-2012 school year.

Brown, Linda Licensed Substitute hired for the 2011-2012 school year.

Carlstrom, Laurie Licensed Substitute hired for the 2011-2012 school year.

Davis, Wendy Licensed Substitute hired for the 2011-2012 school year.

Denney, Michelle Licensed Substitute hired for the 2011-2012 school year.

Dillon, Nicholas Licensed Substitute hired for the 2011-2012 school year.

Dunphy, Wendy Licensed Substitute hired for the 2011-2012 school year.

Finley, Jennifer Licensed Substitute hired for the 2011-2012 school year.

Fitzgerald, Elgin Licensed Substitute hired for the 2011-2012 school year.

Gibson, Shawn Licensed Substitute hired for the 2011-2012 school year.

Guse, Chelsea Licensed Substitute hired for the 2011-2012 school year.

Hellesto, Roy Licensed Substitute hired for the 2011-2012 school year.

Howard, Rosemary Licensed Substitute hired for the 2011-2012 school year.

Kessinger, Caryn Licensed Substitute hired for the 2011-2012 school year.

Klikus, Nancee Licensed Substitute hired for the 2011-2012 school year.

McKinley, Michael Licensed Substitute hired for the 2011-2012 school year.

Ming, Elizabeth Licensed Substitute hired for the 2011-2012 school year.

Phillips, Benjamin Licensed Substitute hired for the 2011-2012 school year.

Twohig, Lynn Licensed Substitute hired for the 2011-2012 school year.

Wright, Stephen Licensed Substitute hired for the 2011-2012 school year.

Luna-Bushong, Kirsy Substitute, wage range \$7.94 - \$15.30 per hour depending on substitute placement.

Couillard, Zachariah Substitute, wage range \$7.94 - \$15.30 per hour depending on substitute placement.

Gordon, Kelly Substitute, wage range \$7.94 - \$15.30 per hour depending on substitute placement.  
Hutchinson, Claudi Substitute, wage range \$7.94 - \$15.30 per hour depending on substitute placement.  
Ingrahm, Michael Substitute, wage range \$7.94 - \$15.30 per hour depending on substitute placement.  
Liceaga, Karina Substitute, wage range \$7.94 - \$15.30 per hour depending on substitute placement.  
Lamb, Rachel Substitute, wage range \$7.94 - \$15.30 per hour depending on substitute placement.

**TRANSFERS:**

Gray, Doulas Transfer from his position as Driver/Trainer at Transportation to an existing position as Lead Trainer at Transportation replacing Steve Canavan who resigned, step 4, effective January 30, 2012.  
Klunder, Robyn Transfer, which was approved by both the Zone Leader and the Chief Business Officer, from her position as Finance Technician at Central Office to an existing position reclassified as Bookkeeper from Athletic Secretary at Vista Ridge High School replacing Martha Taylor who resigned, step 8, effective January 3, 2012.  
Melgoza-Hawley, Oscar Transfer from his position as Building Custodial Technician at Facilities to an existing position as Building Custodial Technician at Ridgeview Elementary School replacing Dale Davis who resigned, step 1, effective January 3, 2012.  
Rich, Eva Transfer from her position as Lunch Monitor at Springs Ranch Elementary School to an existing position as Special Education Teacher Assistant at Springs Ranch Elementary School replacing Kelly Calloway who transferred to part time, effective January 3, 2012.  
Wright, Mary Transfer from her position as School Secretary at Patriot Learning Center to an existing position as Administrative Secretary at Patriot Learning Center replacing Audrey Yowell who resigned, step 4, effective January 3, 2012.

**RESIGNATIONS:**

Briggs, Christopher Resignation from his position as Nutrition Services Assistant at Skyview Middle School, effective January 19, 2012.  
Canavan, Stephen Resignation from his position as Lead Trainer at Transportation, effective January 27, 2012.  
Gaudette, Maria Resignation from her position as Crossing Guard at Odyssey Elementary School, effective January 19, 2012.  
Livermore, Brandon Resignation from his position as Crossing Guard at Horizon Middle School, effective January 27, 2012.  
McPhee, Mary Resignation from her position as Special Education Teacher Assistant at Remington Elementary School, effective January 16, 2012.  
Robinson, Richard Resignation from his position as Student Management Liaison at Transportation, effective January 27, 2012.  
White, Jamie Resignation from her position as Crossing Guard at Springs Ranch Elementary School, effective January 27, 2012.

**TERMINATIONS:**

Herod, Cassandra Termination from her position as Crossing Guard at Remington Elementary School, effective January 25, 2012.  
Koch, Forrest Termination from his position as Special Education Teacher Assistant at Woodmen Hills Elementary School, effective January 25, 2012.  
Long, Michael Termination from his position as Equipment Repair Technician at Facilities, effective January 11, 2012.

4.05 Approval of Matters Relating to Schedule B Personnel

**APPOINTMENTS:**

**Falcon High School (2011-2012)**

<b><u>Individual</u></b>	<b><u>Sport/Activity</u></b>	<b><u>Step</u></b>	<b><u>Salary</u></b>
Sean Smalley	Assistant Wrestling	1	\$2,375.00

**Vista Ridge High School (2011-2012)**

<b><u>Individual</u></b>	<b><u>Sport/Activity</u></b>	<b><u>Step</u></b>	<b><u>Salary</u></b>
Angela Seeley	Musical Choreographer	1	\$450.00

- 4.06 Amended and/or Newly Created Job Descriptions  
*Digital Communications Specialist* and a *Marketing Communications Specialist*, re-title the role of ‘Communications Specialist’ to ‘Public Information Officer
- 4.07 Approval of Minutes of January 12, 2012 Regular BOE meeting
- 4.08 Approval of Minutes of January 26, 2012 Special BOE meeting

President Harold requested a motion to approve the consent agenda.

Director LaVere-Wright moved to approve the consent agenda. Director Irons seconded the motion.

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

**5.00 Board Update**

Director LaVere-Wright has been attending school activities, she attended SEAC meeting revival; this is a new start, the sped department did a great job notifying everyone. It was a very positive meeting. Attended Meridian Ranch Elementary School activity, it was a great opportunity, there was a lot of art displayed over the building.

Director Irons also attended the SEAC meeting; there were 75-90 parents with a lot of exchange between everyone. It is a new beginning. The SEAC planning committee met yesterday to decide what the Executive committee will look like. The goal is to get as many people as possible involved. This is a committee will be direct communication channel between the parents, community and the administration.

President Harold attended the Project Based Learning Exhibition Night at Skyview Middle School February 8th, it was an impressive presentation put on by the students. Feb 14 is a big basketball night for the girls at Sand Creek High School; they are rated #3 in the state. English Language Development students that went to UCCS for a symposium on Educating Children of Color. Jiawei Ling received a \$1,000 Educational Scholarship and Robert Aguirre received a \$500 Educational Scholarship, they wrote about “Yes I can”. SCHS students had 3 of the top 8 awards..

Director Johnson stated that March 3 a African American Youth Conference will be held; it is open to all students not just African Americans. It will be held at Colorado College starting at 7:30 a.m..

Don Beiger Executive Officer for Educational Services reported for Becky Carter. Out of more than 200 applicants, Horizon Middle School teacher Liz Dalzell-Wagers was one of only 20 accepted into the US Holocaust Memorial Educator Workshop next month. This is an amazing opportunity for one of our educators – she plans to Skype with students from the workshop and involve them with photos and information on the class webpage!

A story of teamwork in our district – students from Sand Creek and Vista Ridge High Schools recently joined together to form one unified Color Guard team that will begin competing next

week. The students from the rival schools are working and practicing together and will be competing at local, regional and national levels.

He also attended the Virtual School Academy Symposium, this was very educational and a privilege to attend.

## **6.00 Open Forum**

President Harold made the following statement “Today the Board of Education has solicited the services of a highly qualified independent investigator to review certain confidential student discipline matters and related records. The Board will have no further comments regarding matters pertaining to individual students or to specific disciplinary matters.”

There were no speakers.

## **7.00 Action Items**

### **7.01 Approval of Power Zone - Unified Improvement Plans**

As part of the School Accreditation Process, School Unified Improvement Plans have been developed by school leadership teams with input from the School Accountability Advisory Committees at each school. The plans specifically describe action steps that the schools will take to work toward continuous improvement in Academic Achievement, Academic Growth, Growth Gaps, Post-Secondary Work Force Readiness and Adequate Yearly Progress (AYP).

A Unified Improvement Plan allows schools to focus improvement efforts (time, resources, etc.) to impact student achievement in the areas where the most improvement is needed. The development of the School Unified Improvement Plan is a requirement by the Colorado Department of Education as part of the Accreditation Process.

Unified Improvement Plans were a part of the January 27, 2012 Board Meeting Packet:  
Elementary Schools

Ridgeview Elementary School –Performance Plan

Stetson Elementary School - Performance Plan

Middle Schools

Skyview Middle School- Performance Plan

High Schools

Vista Ridge High School - Performance Plan

President Harold requested a motion to approve agenda item 7.01.

Director LaVere-Wright moved to approve the listed Power Zone School Unified Improvement Plans as recommended by the administration. Director Irons seconded the motion.

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

### **7.02 Approval of Vista Ridge High School New Course Proposal AP Physics C – Mechanics, AP Physics B, Linear Physics, The Art of Textile/Fiber, The Art of Paper, Basic Athletic Training PE2010 (renamed from Athletic Training PE20120), Athletic Training II, Security +, Technical Writing**

Vista Ridge High School requests the approval of the following new courses for the school year 2012-13:

The New Physics Courses: The Science department wanted to increase the opportunities for more rigorous classes. Though research conducted by Sherri Lynn and the PMI/PSI initiative Linear Physics is best placed at the freshman level. By placing it at the freshman level, the majority of the students are simultaneously taking algebra . Dianne Kingsland, Mike Pickering, and Dwight Barnes were also included in the process of developing these courses.

The New Art Courses: The Art department determined there was a need for the addition of the above two courses. Student interest was a driving force behind this recommendation.

The New Athletic Training Courses: The Physical Education department wanted to put a comprehensive plan into place for the athletic training program. Many students have expressed interest in this type of program.

Security+ is a new course that ties directly into our CTE department. This course was developed by Bill Hunt and his department.

The New Technical Writing Course: This course was developed to assist with writing deficiencies observed by the English department.

President Harold requested a motion to approve agenda item 7.02  
Director LaVere-Wright moved to approve the new courses listed be added to the 2012-13 Vista Ridge High School courses offered as recommended by the administration. Director Irons seconded the motion.

Director Johnson stated that Vista Ridge High School had an on line registration for courses next year. It was an excellent tool, it was very user friendly.

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

- 7.03 Approval of New Course Proposals for Falcon High School Information Technology Ethics Class, Course Proposal-Health Information Technology I Class, Course Proposal-Health Information Technology II Class  
Students are facing an increasingly hostile environment on the internet with all of the dangers occurring in our current society.  
Classes are needed to cover the issues related to IT, the Internet, Healthcare, etc.

**IT ETHICS Course:**

A one-hour class devoted to information technology ethics cannot cover the full scope of ethical issues related to IT. The study of information technology ethics will fill the need to address policies that govern the emerging technologies not only in the classroom but also through all aspects of society as technology becomes even more ubiquitous into the future. All students are exposed (bombarded) daily with information technologies but they lack a forum where they can engage thoughtfully and critically about the safe and ethical use of the technology they are exposed to. For most schools, this is not a top priority. But it's important to address the issues of responsible and ethical use of technology as early as possible. A poll of 47,235 elementary and middle school students conducted by Scholastic Inc. revealed that 48% of students did not consider hacking a crime. An Annenberg Public Policy survey revealed that only 51 percent of parents feel that the internet is a safe place for their children to spend their time. Parents are not trained or prepared to guide their children safely through the unfiltered maze of technology that their children use and are exposed to. Teaching ethical decision making skills at the start of their high school career will help to mitigate the effects of the fast growth of technology crimes. If we

wait until the students reach the work place, it will be too late. It is logical for the ethical training to start here, at Falcon High School if we want technology to work for us so we can provide a better environment in the future.

**HEALTH INFORMATION TECHNOLOGY I Course:**

Students will acquire a strong understanding of technology and computer software associated with saving and protecting patient records. Federal and state laws regarding patent records and personal information. Course content will include specific terminology, restrictions, network development, and computer security. The major emphasis of HIT I will be on terminology and both federal and state laws affecting creation, sharing, and storage of EMR (electronic medical records).

Employment of medical records and health information technicians is expected to increase by 20 percent, much faster than the average for all occupations through 2018. Employment growth will result from the increase in the number of medical tests, treatments, and procedures that will be performed. As the population continues to age, the occurrence of health-related problems will increase.

**HEALTH INFORMATION TECHNOLOGY II Course:**

Students will acquire a strong understanding of technology and computer software associated with saving and protecting patient records. Federal and state laws regarding patent records and personal information. Course content will include specific terminology, restrictions, network development, and computer security. The major emphasis of HIT II will be on network security programs and measures affecting creation, sharing, and storage of EMR (electronic medical records).

Employment of medical records and health information technicians is expected to increase by 20 percent, much faster than the average for all occupations through 2018. Employment growth will result from the increase in the number of medical tests, treatments, and procedures that will be performed. As the population continues to age, the occurrence of health-related problems will increase.

Reduction in the number of students making bad choices on the internet with various forms of social communication that are ever-changing. Also, to help more of our students become more familiar and successful in the area of health care as they start their career in this field.

President Harold requested a motion to approve agenda item 7.03.

Director LaVere-Wright moved to approve the listed courses for Falcon High School for the 2012-13 school year as recommended by the administration. Director Irons seconded the motion.

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

- 7.04 Approval of Revision of Board of Education Policy IHBIB-Primary/Preprimary Education  
Currently, the policy states students must be five years of age by September 15 to be eligible for enrollment in any kindergarten program, unless the child is otherwise enrolled in the program pursuant to applicable law. The Sand Creek Innovation Zone is requesting to modify the policy to state, "For the 2012-2013 school year and each year thereafter in all Sand Creek Innovation Zone elementary schools must be five years of age by August 15 to be eligible to enroll in kindergarten at Evans, Remington, and Springs Ranch Elementary School unless the child is otherwise enrolled in the program pursuant to applicable law."



The Board of Education approved the August 15 date for children to be eligible to enroll in the Sand Creek Innovation Zone elementary schools at the January 26, 2012 Board meeting and directed that the policy be brought back for action at the February Board meeting.

The leadership of the Sand Creek Innovation Zone believes, with the revision of the above policy, students will possess an increased readiness and maturity when enrolling in kindergarten.

President Harold requested a motion to approve agenda item 7.04.

Director Johnson moved to approve the revision to policy IHBIB Primary/Preprimary Education as recommended by the administration. Director Irons seconded the motion.

Director LaVere-Wright asked the other two zones to watch this process and see if this is positive for our students. If so she asked that they look at moving in that direction

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

- 7.05 Approval of Revision to Board of Education IKCA Weighted Grading  
FHS, SCHS & VRHS now offer dual credit classes along with the University of Colorado-Colorado Springs. These classes are called CU Succeed classes. These are college-level classes. Those who teach these classes are approved through UCCS. These instructors must have a Masters Degree in the subject area they teach for the university. The curriculum is approved by UCCS as well. These classes, in terms of rigor, are no different than advanced placement or IB classes. The need is for CU Succeed students to receive the same weighted grades students receive in IB and Advanced Placement classes.

In terms of fairness for taking a college-level course, students will be rewarded appropriately for their work. As it stands, we teach both AP and CU Succeed classes concurrently. In other words, some students receive AP credit and others receive CU Succeed classes but they're all meeting together with the same teacher, at the same time, in the same class. Everything is the same except where they receive their credit.

By addressing this concern, the Board of Education would exercise fairness due to students currently enrolled in CU Succeed classes.

President Harold requested a motion to approve agenda item 7.05.

Director Johnson moved to approve the revision to Board of Education Policy IKCA Weighted Grading as recommended by the administration. Director Irons seconded the motion.

The direction of the board is that this policy is to be retroactive to the beginning of the 2011-12 school year and to calculate grades at such.

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

- 7.06 Approval of Charter Authorization Principles, Policies, and Practices  
The district has contracted with the Colorado League of Charter Schools to collaboratively develop the attached Charter Authorization Principles, Standards, and Practices for two primary reasons:

1. The district's goal is to become a model charter school authorizer in the state and nation. This will position the district to potentially authorize additional charter schools in the future and ensure that the existing charter schools are high-quality schools that serve students well and meet the needs of the district as well as surrounding community. Development of Principles, Standards and Practices around authorizing charter schools is the first step towards becoming a model authorizer.
2. Based on the recommendation from the "1412 Committee" (Charter School and Charter School Authorizer Standards Review Committee), the State Board of Education has adopted into rule the National Association of Charter School Authorizers' Principles and Standards for Quality Charter School Authorizing. This will give guidance for every Colorado charter school authorizer to work with the NACSA Principles and Standards. By committing and implementing the attached Charter Authorization Principles, Policies, and Practices, the Falcon 49 Board of Education will be taking pro-active step towards compliance with the State Board rules for authorizer standards.

The attached document has been reviewed and edited by a variety of stakeholders, both internal and external. The document was initially drafted by the Colorado League of Charter Schools, and then reviewed and edited by Kim McClelland with input from Becky Carter. The draft was then circulated among the "Colorado Authorizer Working Group" for input and revision. This group includes representatives from the Colorado Association of School Boards, the Colorado Department of Education, the Charter School Institute, and four other school district authorizers (Denver Public Schools, Colorado Springs District 11, Brighton School District 27J, and Douglas County School District).

After review and input (and any needed modifications), we recommend that the Falcon 49 Board of Education approve the attached Charter Authorization Principles, Policies, and Practices at the February 9<sup>th</sup> Board Meeting. The document includes the following sections:

- I. ***Purpose of Charter Schools*** – this includes the statutory rationale for charter schools.
- II. ***Mission of the Innovation Zone*** -- developed internally to reflect the purpose of the Falcon 49 Innovation Zone.
- III. ***Mission for Charter School Authorizing*** – developed internally to reflect the purpose of our charter authorizing and provide guidance for our work in this area.
- IV. ***Core Principles of Charter School Authorizing*** – these are the three guiding principles of our work, taken directly from the NACSA Principles and Standards for Quality Charter School Authorizing.
- V. ***Policies*** – LBD, LBD-R and LBD-E - these are taken directly from the NACSA Principles and Standards and simply converted into policy language.
- VI. ***Practices*** – these are the specific steps the district will take to fully implement and comply with the policies, which are based on the NACSA standards for quality authorizing. They provide detail including who is responsible for which implementation practices and associated timelines.

While we know this document will provide a great deal of structure and guidance for our work in the coming year, we also know it will need some revision when we are actually implementing the practices. We anticipate a review in December 2012 in an effort to continually improve and refine our practice.

The expected outcome for implementing these Principles, Policies, and Practices is that Falcon 49 will be a leader in the state and country in terms of pro-active quality authorizing. Some of the concrete outcomes that can be expected this year include:

- A well-publicized RFP (request for proposals) and application process designed to attract new high-quality schools to the district.

- A high-quality, thorough, fair application review process.
- A thoughtful performance-based renewal process for any charter schools up for renewal in 2012-13.
- An annual public evaluation report identifying the strengths and challenges of the district's operating charter schools.
- A strong working relationship with the district's existing schools due to pro-active communication around expectations and needs.

President Harold requested a motion to approve agenda item 6.06  
 Director LaVere-Wright moved to approve the revision to policy LBD, regulation LBD-R, Exhibit LBD-E and the accompanying NACSA principles and standards and core principles for charter authorizing. The Board directs the iConnect Zone leader to implement the referenced practices and procedures. Director Irons seconded the motion.

The Board thanked Kim McClelland for all work she put in on this.

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

- 7.07 Approval of Memorandum of Understanding (MoU) for completion of the Falcon Community Builders for Classrooms (FCBC) field at Vista Ridge High School.  
 The Falcon Community Builders for Classrooms (FCBC) is donating funds to finish out the athletic complex at Vista Ridge High School, to include Bleachers, concessions, restrooms, sidewalks, and fencing. Because the money is a donation, there may be stipulations made on the use of funds. In this instance, we were given the option to use Nunn Construction or Bryan Construction for this project. The Planning and Construction Department asked each contractor for a cost estimate, which was provided in October. With FCBC's recommendation, Bryan construction was the chosen contractor to head this project. The final cost for this project will be determined by the FCBC Board and will become more solidified as the design nears completion.

The terms of the donation, and the necessary policy accommodations to accept it, were adopted by the Board of Education with the approval of item 4.06 at the October 27, 2011 regular meeting. The item contemplated herein is a continuation of that process.

Because the money for the completion of the athletic complex is a donation from FCBC, no district funds will have to be used in this project.

It is expected that the athletic complex at Vista Ridge High School will be complete prior to the 2012 football season and will seat up to 1,200 students.

This has been changed to a contract.

President Harold requested a motion to approve agenda item  
 Director LaVere-Wright moved to approve the contract for Bryan Construction to complete the athletic complex at Vista Ridge High School with funding donated by Falcon Community Builders for Classrooms. Director Irons seconded the motion.

The Board thanked everyone involved in this project. It is a great example of collaboration between businesses and the district.

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

7.08 Approval of Service Providers for E-Rate Eligible Services

Each year, the District is required to submit, within a specified timeframe, a request to the Universal Services Administration Corporation for E-Rate reimbursement of funding commitments for eligible services the District intends to use during the next fiscal year. The application must specify the services that will be provided and the anticipated dollar value of each service.

This year we must submit the application by March 22, 2012. We recommend acquiring voice circuits, long distance service, internet access circuits, wide area network services, managed telephone service and cellular voice and data services that are eligible for E-Rate reimbursement. The list below consists of the service providers we are currently under contract with and/or are the recommended providers for the remaining services for fiscal year 2012-2013. The service providers recommended were the lowest cost bidder, or the only bidder, for the respective service.

Company	Location	Service Provided	Contract Type/Term	Annual Cost
Trillion	Districtwide	Wide Area Network	Final Year of Multi Year Contract Ending 6/30/13	323,784
Trillion	Districtwide	Voice Over Internet Protocol	Final Year of Multi Year Contract Ending 6/30/13	319,900
Iloka	Districtwide	Internet Access	Second Year of Multi Year Contract Ending 6/30/14	36,000
Iloka	Districtwide	Analog Lines	Month to Month Ending 6/30/2013	40,080
Iloka	Districtwide	Primary Rate Interface T-1 service	Second year of Multi Year Contract Ending 6/30/14	12,000
Iloka	Districtwide	Long Distance	Second Year of Multi Year Contract Ending 6/30/14	4,920
Nextel of California Inc.	Districtwide	Cellular bundled data plans	Month to Month Ending 6/30/2013	133,469
Nextel of California Inc.	Districtwide	Cellular voice plan	Month to Month Ending 6/30/2013	35,538
Comcast	SCHS	Internet Access	Third Year of Multi Year Contract Ending 6/30/2013	2,339
Comcast	SCHS	Internet Access	Third Year of Multi Year Contract Ending 6/30/2013	2,339
Comcast	SCHS	Internet Starter & E-Mail	Month to Month Ending 6/30/2013	779
Comcast	SCHS	Internet Starter & E-Mail	Month to Month Ending 6/30/2013	779
Comcast	VRHS	Internet Access & Web Hosting	Month to Month Ending 6/30/2013	4,499
Comcast	VRHS	Internet Access & Web Hosting	Month to Month Ending 6/30/2013	4,499

Comcast	VRHS	Internet Access & Web Hosting	Month to Month Ending 6/30/2013	4,499
Comcast	VRHS	Internet Access & Web Hosting	Month to Month Ending 6/30/2013	4,499
Comcast	VRHS	Internet Starter & E-Mail	Month to Month Ending 6/30/2013	779
Comcast	VRHS	Internet Starter & E-Mail	Month to Month Ending 6/30/2013	779
CenturyLink	Districtwide	Internet Access - 10 lines	Month to Month Ending 6/30/2013	6,000

We were unable to seek other options for services on three of our multi-year contracts since they will not expire until June 30, 2014. Four of the multi-year contracts we currently have will expire on June 30, 2013, enabling us to seek other options for the 2013-2014 fiscal year.

Approval of these services at this time will allow the District to request reimbursement for approved services during fiscal year 2012-2013 from the Universal Services and Library Corporation, to help offset declining funding from the State.

E-Rate is a service provided to schools and libraries to help them keep up with technology infrastructure. The submission of our application will result in reimbursement to the District for our approved services. The total annual cost for these services is estimated at \$938,000 of which we can request reimbursement from Universal Services and Library Corporation of approximately \$432,000 or 46% of the total cost.

Reimbursements related to spends with Trillion are currently pending, due to ongoing litigation between Trillion and the Federal Communications Commission, which regulates the E-Rate program.

President Harold requested a motion to approve agenda item 7.08  
 Director LaVere-Wright moved to approve the service providers listed above in order for the District to apply for E-Rate reimbursement from the Universal Services and Library Corporation for approved services for the 2012-2013 fiscal year. Director Irons seconded the motion.

Brett Ridgway explained E-rate to the new board members. It is a partial reimbursement of the cost of these services. It is a revenue credit for the district that goes back in the general fund. The district will begin a process in the fall to decide the direction for 2013-14 year.

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

**8.00 Informational Items**

**8.01 T.E.A.M. (Teach Evaluate and Mentor) Presentation**

This year, three T.E.A.M. (Teach Evaluate and Mentor) coaches were hired (one per zone) to act as instructional resources for classroom teachers. The vision of the role was to provide effective instructional models for teachers who would demonstrate effective instructional practice, co-teach, mentor, observe, conference with teachers and provide supportive feedback.

The T.E.A.M. approach to coaching has proven successful in each of the innovation zones. The goal of the program has been to increase student achievement. In each of the zones, the T.E.A.M. coach has been used to address the student achievement goals of the individual zone.

In order to make a larger impact on improving teaching and learning, additional T.E.A.M. coaches are being requested.

On-going, embedded professional development is essential for any organization focused on improving teaching and learning. Research shows that the most effective professional development does not occur at one-time workshops, but when professional learning is occurring throughout the day through modeling effective practice and collaborating with colleagues. The T.E.A.M. approach to instructional coaching provides hands-on, continuous support to teachers in the classroom setting. The addition of T.E.A.M. coaches in each zone would allow for more support to schools within the zones.

A powerpoint was presented to the Board.

Don Beiger, summed up instructional coaching with the following: “Instructional coaching is not a simple additive that can be tacked on a school system with a “business as usual” attitude, but rather represents a change in the “conduct” of business with endless possibilities and benefits for all members of the learning community,”

This is way to encourage and provide constructive feedback to teachers and to model the best teaching practices.

Kathy Tinucci, Monty Lammers and Sean Dorsey answered question from the board. Falcon Zone using this at the elementary level, Vista Zone is using it at the middle school level impact writing instruction. This is imbedded instruction for our teachers and is very valuable. Sand Creek Zone is using their instructional coach at all levels in their zone, good teaching is good teaching. They are using video as a tool to see how their practices are working among other things. Modeling teaching is the best way to help teachers.

Director LaVere-Wright stated that there is a need to know what the budget would look like if other positions were added in the district.

8.02 Expulsion/ Suspension Information

**9.00 Discussion Items**

9.01 District Staffing and Administrative Organizational Chart

Don Beiger and Brett Ridgway, presented information to the Board comparing where we were and where we are now in regard to staffing.

**School District 49**

Historical Staffing Trend – presented by Brett Ridgway CFO

Employees according to their **primary job code**

	Feb 2011	change to →	Sept 2011	change to →	Jan 2012	diff to 2/11
Falcon Zone	281	(22)	259	4	263	(18)
Sand Creek Zone	284	(11)	273	2	275	(9)
POWER Zone	299	(13)	286	4	290	(9)
iConnect Zone	25 889	8 (38)	33 851	1 11	34 862	9 (27)
IT	15	(6)	9	(1)	8	(7)
Transportation	111	(26)	85	9	94	(17)
Facilites	34	1	35	(3)	32	(2)
Nutrition	80 240	1 (30)	81 210	2 7	83 217	3 (23)

SPED	291	(69)	222	16	238	(53)
Central Svcs	29	(3)	26	-	26	(3)
Learning Svcs	37 357	(15) (87)	22 270	- 16	22 286	(15) (71)
	1,486	155	1,331	34	1,365	(121)

Having teachers in the classroom is the most important thing in the district.

Director Wright entered the meeting at 7:30 p.m.

Are there any glaring issues that need to be looked at next year?

Don Beiger, at the central office we are looking what is centralized and what is that to look like, how to communicate, how we can communicate with the zones how they can be supported and how they can work together.

Bob Felice said that most of the cuts in the Vista Zone has been at the secondary level. They need more teachers at the secondary level now. They also need librarians back if possible.

Mark Carara most of their cuts have also been at the secondary level.

Sean Dorsey, most of their cuts were at the high school level also. The support personnel suffered the greatest cuts in the district.

President Harold stated that the security at SCHS is different from the other two high schools; the entrance is not as controlled. We need to be more aware of the need at that building due to this situation.

Director Johnson stated that the district needs to have a procurement person. Would like Don Beiger to find out what contracts are in the zones.

Don Beiger would like to see more sociologist in the district, there is a great need at this time.

Steve Axford stated that part of the cuts in the sped department were due to the audit along with the budget cuts.

Don Beiger, we are in the process of calibrating what is best in the district and in the zones. The goal is to ask thought provoking questions. There is a need to observe performance and provide feedback. This will increase student achievement.

Director Johnson stated that in reviewing the minutes of previous meetings, the previous board stated that the transportation, nutrition services and facility departments answer to Becky Carter.

#### 9.02 Revision to Board of Education Policy ADF Falcon School District #49 Wellness Policy

By Federal law school districts receiving federal funding for child nutrition programs are required to adopt a policy on "school wellness". Due to changes in federal laws it is necessary to revise this policy.

The direction of the board is to bring this policy back for action item.

Don Beiger stated that Becky Carter has directed Lyn Mather to work with Monica on the wellness policy.

- 9.03 Revision of Board of Education Policies GCBA Instructional Staff  
Contracts/Compensation/Salary Schedules, GCBA-R Instructional Staff  
Contracts/Compensation/Salary Schedules, GBGGA Catastrophic Leave Bank

GCBA & GCBA-R – current practice of awarding experience to new hires did not contemplate situations where salaries had been ‘frozen’ for one or more years. This led to a scenario where it was better for someone to leave and then come back in new at a later date rather than staying on. This was and is inequitable for continuing staff.

GBGGA – This policy was revised in September, but unfortunately one key word was omitted from the revision that needs to be corrected indicating that sick bank is only for 5 or more full days of *consecutive* absences – not just 5 or more days of absences.

Policy changes are recommended to either improve the balance between efficiency and effectiveness, to correct issues that may have unintended consequences depending on interpretations, or to declare a change in operational procedures.

The direction of the Board is to bring these policies back as an action item.

- 9.04 Adoption of New Courses-Sand Creek High School  
Attached classes support implementation of International Baccalaureate Program and modification of graduation requirements at Sand Creek High School.

\*Physical Science

\*Graphic Design

\*English Department Curriculum Alignment

\*IB DP Theatre Arts (SL) or (HL)

\*Women’s Fitness and Health

\*Individual Sports

\*Teambuilding Leadership Training

\*Teambuilding Leaders

Sand Creek High School is in a state of transition to a full-scale International Baccalaureate Program, as well as modifying its graduation requirements and daily schedule. Again, the adoption of the attached courses support that work.

Direction of the Board is to bring this back as action item.

When asked Sean Dorsey stated that there is a possibility that both AP and IB courses can be ran together.

- 9.05 Revision to Board of Education Policy IKF Graduation Requirements  
To discuss a change in policy for graduation requirements at Falcon High School/Sand Creek High School.

A reduction in graduation requirements is necessary to accommodate a move from block scheduling to a 7-period day or modified block.

Both schools have lost dozens of teaching positions over the past two years which forces us to explore additional master scheduling options.



In an effort to become more consistent and competitive with area schools, FHS & SCHS are requesting to reduce its graduation requirements from 27.5 to 25 to level the playing field compared with other schools and to ensure that more students graduate. In addition, graduation rates are now calculated by the State of Colorado over four years, comparing an incoming freshman class with the number of seniors within that class who graduate. Although our school's graduation rates are higher than the State average, we desire to increase that percentage. Currently, Falcon School District's graduation requirements surpass all of the surrounding areas school district's credit requirements for graduation. Also, this change is needed to accommodate the scheduling change to a seven-period day or a modified block format.

Graduation rates will increase 2% at both schools.

FHS & SCHS reduce student loose to other schools because of credit recovery issues.

The direction of the Board is to bring this back as an action item.

Director Johnson stated that she believes that the graduation credit requirements should be standard across the district.

#### **10:00 Other Business**

Director Wright asked if the concept of instructional coaches came from the district level or from the zones.

Don Beiger stated that it was a concept from Becky Carter and she worked with the Zone Leaders to decide how they would work in each zone. This is a very different concept from what was done before in the district as was shown in their presentation. The goal is to help teachers do their job better.

President Harold thanked everyone for helping us get back to student achievement and education.

#### **11.00 Adjournment**

President Harold requested a motion to adjourn.

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

Vote: Mrs. Harold, aye; Mr. Irons, aye; Mrs. Johnson, \_aye; Mrs. LaVere-Wright, aye, Mr. Wright aye. Motion carried.

The meeting was adjourned at 8:30 p.m.

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Tammy Harold, Board President

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Chuck Irons, Board Secretary