RMSEL BOCES MEETING MINUTES
September 23, 2002
5:30

Attendees: Richard Rufner, Elaine Berman, Bee Kirk, Barbara Volpe
Staff Attendees: Jon Mann, Julie Stelzer, Leann Asgari, Denise Howard
Location: Seminar Room

Meeting called to order by Richard Rufner at 5:43 p.m.

Minutes Approval
Minutes from June 3, 2002 were not approved.

Open Forum
No one present for open forum.

Executive Director Report:
- School Data:
  Jon discussed the data summary report finding from the University of Memphis, TN.
- Testing:
  Jon stated this would be the last year RMSEL will use the Iowa test.
- Professional Development:
  Site Seminar moved to January and RMSEL will be sharing the seminar with the Odyssey School. Jon is also getting specific with the staff about what curriculum to articulate and what we want the school to become. Part of this is a vision process and part is embedded in our professional development time. Jon stated he is looking at the curriculum and instruction strategies to make them better. The professional development calendar for the year is almost complete. Jon will be going to the CDE training September 25, 2002 to learn more about CSAP and enrollment.
- Parent Involvement:
  Richard Rufner asked about parents volunteering? Jon stated there are 20 parents working on the parent action crew. Richard Rufner mentioned 4 years ago the parents were acting as if they were governing the school and the BOCES took control. BOCES were charged to govern RMSEL. The parent action crew is doing some amazing and very effective things. Jon is meeting with the parent action crew so they will not feel they are out there alone.
- Fund Raising:
  Jon has established an initial plan for fund raising. Starting in October if a group wants to have a fundraiser they will have to give a proposal to the funding committee for initial approval and then final approval through Jon. The plan still needs work and the funding committee is revising. The process for getting larger grants is being investigated through a group called JVC associates. They are putting a proposal together that matches our needs for fundraising.
- School Goals:
  Jon stated the goal sheet is 3 years old and little been done. Math is a must and diversity is vital to our community. The SIAC committees are looking at revisions and concrete goals for this year. Leslie and Jon are working together on character.
- **Technology**
The staff has e-mail and the network is in place, DPS and Lenski Elementary donated 10 computers total of (20).

- **Parents Vision**
Jon is working on the vision for RMSEL the first meeting with the parents was September 24, 2002 and it was a productive meeting.

- **Enrollment Change**
Jon proposed that students who want to continue their education from other Expeditionary Schools should have some priority in our enrollment. Currently, the balance is attempted by filling district slots through siblings, gender. Jon feels we should add weight to those who are coming from expeditionary schools like Odyssey. Jon will rewrite the proposal with clarification.

**Budget Report:**
Julie stated there is not much to tell on the financial statements. We are about where we should be this time of the year. We did get out of the $85,000 IRS penalty; on the other hand the auditor from National Science Foundation never received the paper work. Julie stated she had spoken with 4 different individuals and no one in Washington can give RMSEL a waiver. The longer we wait the worst it will be. Elaine Berman asked Julie to remind them of what the issues were? Julie stated we do the accounting for foundations and they pay us a fee. Julie stated we need to be clear on the requirements. If a school spends $300,000-$500,000 on federal funds a single audit is required as stated in OMB Circular A-133 for the 1999-2000 fiscal year. Clifton Gunderson will not just do a single audit they will do a financial report for RMSEL. The old auditors are not under any requirements to do anything. The audit for 2001-2002 is scheduled. Barbara Volpe thanked Julie for doing a wonderful job of handling the task.

**Enrollment Report:**
Leann stated we received 30 extra spots from DPS this year and last year we received 10 spots. Leann promised Shirley Eastland RMSEL will do some marketing. Elaine Berman asked the question what is break down of those on the waiting list? Douglas County 65.5, Littleton 37.5, Cherry Creek 81, and Denver 140. Elaine Berman asked what’s the rational of filling spots, is it geographic or what? Leann stated that she thinks it is more geographic because of travel time and T REX. Richard Rufner stated its time to feature RMSEL in community newspaper. The ten-year Anniversary is coming up and we need to look at some marketing strategies to get the information out there about RMSEL. There is a problem with perception of RMSEL as only an “at risk” school. Jon stated that he and Leann are working on strategies for coming marketing.

**Action items:**
Leann: create a breakdown from the waiting list by district
Jon: send the BOCES members the date for the faculty musical and the proposal on expeditionary students admission to RMSEL.
BOCES action: is to look at the future dates for meeting times, Nov. 18, 2002, Feb. 24, 2002 and May 19, 2002. Let Jon know if the schedule is ok.

Meeting adjourned at 7:18