In Attendance: Anne-Marie Lemieux, Janice MacDonald, Kelly Perez, and Rosann Ward

Staff: Chad Burns, Marci Elder, Julie Stelzer, and Cris Veteto

Kelly welcomed everyone to the meeting and asked the board members to introduce themselves. She then called the board meeting to order.

Approval of Agenda
Kelly asked for a motion to approve the agenda. Rosann made a motion to approve the agenda, and Janice seconded. The motion was unanimously approved.

Approval of Minutes
Kelly asked if there were any corrections for the minutes; there were none. Janice made a motion to approve the minutes, and Rosann seconded. The minutes were unanimously approved.

Executive Director Report
Chad said February is a pivotal and transitional month at RMSEL. On Monday, February 1, 2016, the annual lottery for the 2016-2017 school year was conducted. These are exciting days as new prospective families are welcomed to the RMSEL community. Chad personally contacted each accepted student/family and welcomed them to RMSEL. In the subsequent weeks, students are afforded the opportunity to shadow in the classroom. During the shadow process teachers are able to connect with new students and share “a day in the life of a RMSEL student.” To conclude each shadow experience in 6th and Kindergarten, the teachers host a final open house for parents to ask any final questions before accepting or relinquishing their son/daughter’s spot from the lottery.

In addition to welcoming new families to RMSEL, there are also students who will transition between school levels. On Wednesday, February 24th at 5:30 p.m., RMSEL’s annual High School Registration Night will be held. For the 2016-2017 school year, grade level wilderness trips and the school schedule have been revised to support students and crew leaders. These changes were communicated when the high school registration guide was sent to families on Monday, February 8th. High school students will begin their school day with elective course blocks, providing increased opportunities for students to take advantage of concurrent enrollment options at Arapahoe Community College to begin their day, in the event they wish to take a college course. This shift in scheduling will allow students to take a concurrent course during the school day in lieu of registering for a course during the evening hours as RMSEL’s current schedule permits. The high school teacher team has elected to revise the wilderness crew trips, providing a 20-day Outward Bound style experience to each student in lieu of disjointed shorter experiences in the current scope of travel. This change will eliminate the 11th grade Costa Rica capstone, as to facilitate this change it is no longer financially viable. Travel to Costa Rica will continue to be offered as a supplemental experience during Spring Break, which parents can purchase at their discretion.

In addition to the lottery, at the beginning of the month the annual RMSEL Staff Recommitment is conducted. This is an opportunity for staff members to indicate their employment intentions for the next school year. This is certainly not a binding contract but allows our team to begin replacing staff members in the event they are electing to transition. Next year, RMSEL will have two new 2/3 crew leaders as Judy Racine is retiring and Jenny Kapke will take the opportunity to be a new mother, as they are expecting in April. In addition to the 2/3-crew leader positions, High School Science Teacher, Eric Dinkel, has been afforded the opportunity to be a member of the opening cadre of a new Montessori High School in Denver. At this time, the postings are active on RMSEL’s website as well as on the websites of the five district partners. The postings will remain active through Friday, February 26, 2016, and a collaborative interview process will
begin during the first two weeks in March. Chad is excited for current staff members as they transition to new opportunities and is also excited to welcome new team members to RMSEL’s staff.

During the last two months, Chad has met with RMSEL families and communicated through his bi-weekly RMSEL News – Executive Director Communication regarding this school year’s Colorado Measures of Academic Success (CMAS) and PARCC assessments to be administered during March and April. This information is also posted transparently on RMSEL’s website at http://www.rmsel.org/Parents/Assessment/index.html, which includes calendars and test breakdown by subject area and minutes per subject area. Parent feedback at this time has been extremely positive to the reduction in state standardized assessment. Once the second reading of Policy IKA Grading and Assessment Systems in conducted today, the process for exemption as outlined in the policy will be communicated with the RMSEL parent community.

On Monday, February 1, 2016, Chad sent the follow-up request below to Liz Mendez at DPS for further review and inclusion the 2016 DPS Bond. At this time, he has not received any follow-up correspondence.

RE: Expeditionary BOCES / Rocky Mountain School of Expeditionary Learning – Facility Expansion – DPS Bond Selection

Dear Ms. Liz Mendez and Denver Public School District Planning Team,

We have been in initial communications with district staff, including but not limited to, Denver Public School District Board Members Michael Johnson and Anne Rowe. Mr. Johnson currently serves as the DPS representative on the Expeditionary BOCES Board and Ms. Rowe preceded his term.

The Expeditionary BOCES is exploring expansion to our existing facility. The Ash Grove facility is currently at capacity with 397 total enrolled students in grades K-12 broken down into three school levels; 150 students (K-5), 150 students (6-8), and 97 students (9-12). Our enrollment structure targets a class size cap of 25 total students per teacher at each grade level. In middle school we have increased enrollment to 50 students per grade level; two classes of 25 students per grade in 6th, 7th, and 8th, returning to a target class size of 25 in 9th grade. This downward enrollment structure is based on up to 70% of RMSEL 8th grade students electing to return to his/her respective district of residence for high school to take advantage of more course opportunities, activities, and athletics that are sustainably limited in a high school consisting of 97 total students.

To provide additional opportunities for the 424 completed and submitted applicants (16.17 SY) that currently have access to 56 total spots/openings (16.17), we are seeking to expand enrollment to provide access to prospective families. In the 15.16 SY lottery, we had 417 completed and submitted applications for a similar number of spots/openings. The demand of prospective families and supply of annual openings demonstrates a need to provide additional enrollment opportunities to families and students.

Our initial projection for expansion would include the following increase in enrollment. Our target increases would include 150 additional spots/openings in grades K-5 and 100 additional spots/openings in grades 9-12, for a total enrollment of 650 students. To accommodate this increase, the facility would need additional space through new construction. The Ash Grove campus location is an optimal campus location and includes property for the proposed expansion of campus adjacent to the existing building.

<table>
<thead>
<tr>
<th>Description of Expansion</th>
<th>Total Number of Rooms</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lower School Classrooms (K-5)</td>
<td>6</td>
</tr>
<tr>
<td>High School Classrooms (9-12)</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>(2) To include Science Laboratory Classrooms – not existing on current campus.</td>
</tr>
<tr>
<td>Intervention / Specialist Classrooms</td>
<td>2</td>
</tr>
<tr>
<td>Common Spaces</td>
<td>1 Gymnasium / Auditorium Combination – not existing on current campus.</td>
</tr>
<tr>
<td></td>
<td>1 Lunch Room with Food Preparation Kitchen – not existing on current campus.</td>
</tr>
<tr>
<td>Offices</td>
<td>3-5 depending on staffing support services – IEP – itinerate staff – no existing spaces on current campus</td>
</tr>
</tbody>
</table>
In preliminary conversations between DPS and RMSEL Administrative Staff, DPS has identified a need for additional (K-5) spots/openings in the surrounding community. Many of the 150 student spots may be allocated to DPS residents per approval of the BOCES and a neighborhood preference may be added to our lottery system to provide seats in our regional area. The requested increase in (9-12) is to provide opportunity to DPS residents currently attending DDES and/or Odyssey EL Education schools, as these schools do not offer EL Education high school opportunities. Increased enrollment in high school would also provide the opportunity for additional coursework, athletics, and activities, to retain current 8th grade RMSEL students.

It is important to document our investment in the property and intent for long-term lease with DPS. We have independently invested over $500,000 into the Ash Grove facility through the following large capital projects. 1) HVAC Air Conditioning Installation Campus-wide, 2) Auxiliary Field Renovation, 3) Classroom Carpet Campus-wide, 4) Classroom Cabinetry Replacement, 5) Classroom Plumbing Replacement, and other small, as-needed renovations. We are committed partners and wish to remain at this property with the ability to offer opportunities to prospective families looking for a high performing school of choice for their son/daughter.

As this communication reflects initial projections, the Expeditionary BOCES Board and RMSEL Administrative Team are available for ongoing conversations and requests for additional planning information. If you have any questions at this time, do not hesitate to seek further details from our team.

Chad said that Mike Johnson communicated with the collective RMSEL board that the next phase for bond review is to take all of the submittals to a community committee; parents, board members, teachers may advocate for their request. The request is to add an additional 250 students. DPS has expressed interest in having more seats for K-5 in the RMSEL community, as their buildings are at capacity. Adding the 100 students to high school will allow more opportunity for current DPS EL schools to feed directly into high school.

Professional Development Summary – February 2016

Last Tuesday and Wednesday, teachers, administrators, and adventure staff participated in the Winter Staff Retreat. Staff trekked up to the Broome Hut on the west side of Berthoud Pass. Learning targets for the retreat were “I can push myself out of my comfort zone” and “I can retreat with my colleagues in order to strengthen our community.”

Prior to the retreat, staff members had an opportunity to share how they felt the retreat could be used to build momentum and positivity for the remainder of the school year. Responses included a desire to relate to each other on a personal level, to strengthen bonds within teams, to connect with colleagues through play, and to have time to individually reflect. Attention was given to each of these requests through intentional activities. From a community-building perspective, staff took on the initiative of building quinzees, shelters made by hollowing out a pile of settled snow. Staff also cooked together, had small group conversations, and connected with each other through one-on-one conversations. Additionally, one of RMSEL’s Lower School teachers, Alisha Black-Mallon, led a discussion about the different roles people take within a group. Teams examined these roles, and had the opportunity to personalize their usual role given a pertinent scenario. Finally, prior to leaving the hut, time was given for personal reflection and expressing appreciation to each other. Staff members have returned rejuvenated and with a strengthened sense of community.

For the next two weeks, staff is involved in the last round of classroom labs for the year. Groups are focusing on the following areas:

- Primary (K-3) – Identifying and implementing classroom practices that are developmentally appropriate for primary learners.
- Science – Continued alignment of lab structures for 6th through 12th grade, as well as developing a 6-12 lab matrix.
- Mathematics – Comparing systems and structures at the lower, middle, and high school levels and finalizing a tool for analyzing and solving mathematical word problems.
- Humanities/Literacy – Identifying tools and scaffolding strategies to improve student writing performance.
- Specialists/Electives – Continuing to develop (as well as observing how students use) progress monitoring tools to stay motivated to finish long-term projects.
- Learning Specialists – Developing effective lessons that connect strong vocabulary with writing.
Finally, last week a team from EGC Construction completed the renovation of the RMSEL Community Room, painting the space and overhauling the existing stage structure. RMSEL is excited to display this new space as students perform in the annual spring musical, “Suessical” on Friday, February 26 through Sunday, February 28, 2016. Show times are as follows, if you are able to join the RMSEL community for this production.

- Friday, February 26 – 7:30 pm
- Saturday, February 27 – 7:30 pm
- Sunday, February 28 – 5:00 pm

Kelly asked about the change in the wilderness trips. Chad explained that it is specific to high school only. The 9th graders will go backpacking in Canyonlands National Park near Moab, Utah. The 10th graders will go on a skill-based white water rafting, canyoneering, and rock climbing trip. The 11th and 12th graders will go to Big Bend National Park in Texas. The 11th graders will do a 20 day true backpacking experience with food rations and drops. The 12th grade trip will be identical to 11th grade this year, with the vision that 12th graders will begin designing future trip routes, food rations and drops, etc. Chad said that up to this point, with the timing of trips, students have been spending about 4 days of the 10 days on a bus, which dissipates their experience. This last year, students had a great Canyon de Chelly trip, but then it rained on the last night. Students were cold and wanted to get on the bus instead of enduring the challenges that were presented; apathy set in instead of experiencing “storm and challenge.” Chad said that if the buses are visible, the students have a sense of a “safe zone” being available. Not having the buses readily available will force the students to work together and meet the challenges they may face on the trip. Eric expressed his enthusiasm five years ago when Chad became the Executive Director to make this change to the trips. This year, the Adventure Coordinator has purchased a GPS locator that Chad can access via his cell phone at any time and determine the exact location of RMSEL students. In the event of any emergency, staff onsite can also hit a panic button and help would be immediately sent to the group. Chad mentioned that tomorrow night is the high school registration night, and parents and students will receive a wealth of information regarding high school for the 2016-2017 school year.

Open Forum
No one was present for open forum.

Action Items
- Grading/Assessment Systems Policy IKA (Second Reading) – Chad said that he did not receive any additional feedback from any of the supporting districts. Kelly asked if the board was prepared to vote on it. There were no questions or discussion about the policy. Rosann moved to approve the policy as presented today, and Janice seconded. The policy was unanimously approved.

Report Items
- Budget Update – Julie noted that the Management Summary was included in the electronic BOCES packet, and is contained below in its entirety for the minutes.

Revenue
PPR funding is paid from DPS according to the following schedule: 25% is funded in July, 25% in October and the remaining 50% is paid in January less any adjustments or rescissions from CDE. The first 25% of PPR funding was received in July. In the revised budget, PPR was adjusted to $7,633.42/FTE X 381.5 FTE (10/1/14 count), and this is the per pupil amount that was received.

Per the State Board of Education, English Language Proficiency Act (ELPA) allocations were approved for the 2015-2016 school year. RMSEL received $3,030 of ELPA funding in November 2015 to support the requirement to provide an evidence-based English language proficiency program for all English learners. The ELPA program provides funding intended to offset the cost of educating English learners with the goal being to increase the English language proficiency and academic performance of English learners.
Kindergarten financial aid (#42500) is fully expended. There remains $10,966.40 in fieldwork financial aid (#67800). Under RMSEL's fieldwork fee structure, families with three (3) or more children at RMSEL have the option to take a 10% discount on their fieldwork fees. To date, three (3) families have opted to take advantage of this discount.

Per the Budget Appropriation resolution approved by the board in January, $140,000 of beginning fund balance is reflected on the budget for Prior Year Budget Carryover (#43503). This is in alignment with the provisions of GASB 54 and the categorization of fund balance assigned for budget carryover.

Per HB 12-1345, $214,415.06 was received in August to assist the BOCES with meeting state educational priorities determined by CDE. These funds are used to employ key personnel to implement a Response to Intervention (RtI) process for monitoring student achievement with 20% of our school population in grades K-12.

We received $12,682.26 per the READ Act to support reading intervention for students in grades K-3 as identified from state assessment scores.

The revenue derived from kindergarten tuition (state only funds .58 FTE for kindergarten) is on target, with 5 months (February-June 2016) remaining to be invoiced.

Classroom revenue (#46400, #46500, #46550 and #46600) represents the student contribution toward the 5th grade Sailing ($5,200), 6th grade Yellowstone ($5,000), 8th grade Civil Rights ($7,050) and 11th grade Costa Rica ($17,375.35) landmark trips.

A donation from a parent in the amount of $6,000 received in August was designated as $5,000 for HS Science (#46602) and $1,000 for HS Humanities (#46603) to be used to purchase classroom equipment and supplies.

Miscellaneous income is greater than anticipated due to the write-off of fieldwork fee deposits for students that decided not to attend RMSEL. These funds will be used to offset other budget shortfalls.

**Expenses**

Line items with notable variances or exceptions are explained below.

Gas & Electric #63110 – this expense account is over-budget; however, the overage should adjust out with the remaining months left in this fiscal year.

Water & Sewer #63120 – this expense account is over-budget due to the increased irrigation requirements of the auxiliary field and was adjusted in the revised budget spread over the remaining months in the fiscal year.

HS Science Supplies #66602 – this account is over-budget and offset against a parent donation in account #46602 for the purchase of additional science supplies.

Elementary Fieldwork #67402 & #67403 – these expense accounts are offset against funds in the Fieldwork Carryover-Landmark Trips #43610 and Classroom Revenue #46400 for the 2015-2016 Sailing trip.

Janice asked the approximate dollar amount that was received in deposits by parents who then relinquished their child’s enrollment spot. Julie said it is usually in the $5,000-6,000 range. Parents pay a $150 deposit toward fieldwork fees to reserve their student’s spot for the upcoming year. If the student’s spot is then relinquished, the deposit is non-refundable. Julie said those funds are then just used to offset any budget shortfall.

Janice made a motion to accept the Management Summary as provided, and Anne-Marie seconded. The Management Summary was unanimously accepted.
Discussion Items
  - Unified Improvement Plan (UIP) – Chad said the UIP will be presented during the April BOCES meeting. Chad said the UIP will be very similar to the previous edition, as the state testing data used in the UIP this year is not directly correlated to the data from previous years. The metrics used for the data for the 2014-2015 and 2015-2016 school years are not related. RMSEL’s School Performance Framework is still holding at an Accredited with Distinction level. He mentioned the number of students who opt out on state mandated assessments, and said that the impact at RMSEL is exponential, due to the small size of the student enrollment.

At this time in the meeting, Chad asked the Board to enter into Executive Session, per Colorado Revised Statute § 24-6-402(II)(4)(d). Rosann made a motion to close the regular meeting and move into Executive Session, and Janice seconded. The motion was unanimously approved, and the board entered Executive Session. Board members present for Executive Session include Anne-Marie Lemieux, Janice MacDonald, Kelly Perez, and Rosann Ward. Board members not in attendance include Mike Johnson and Eric Nelson (or Barbara Yamrick as representative in his stead).

After a period of time spent in Executive Session, the board members returned to the regularly scheduled BOCES meeting, and resumed with the meeting agenda.

Items for Future Agenda
No items for a future agenda were discussed.

Adjournment
Kelly asked for a motion to adjourn the meeting. Janice made a motion to adjourn the meeting, and Anne-Marie seconded. The meeting was unanimously adjourned.

__________________________________________
Kelly Perez, President

__________________________________________
Rosann Ward, Secretary/Treasurer