In Attendance: Krista Holtzman (DCSD), Dan Jorgenson (APS), Janice McDonald (CCSD), Carrie Olson (DPS), Kelly Perez (LPS), and Sue Sava (PEBC)

Staff: Chad Burns, Julie Stelzer, and Cris Veteto

Guests: Margaret Bierman

Kelly welcomed everyone to the meeting and called the board meeting to order.

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

Approval of Minutes
Kelly asked for a motion to approve the minutes. Sue made a motion to approve the agenda, and Krista seconded. The agenda was unanimously approved.

Executive Director Report
Chad reviewed his Executive Director Report. The report was accepted as presented and is included below in its entirety for the minutes.

Rocky Mountain School of Expeditionary Learning
25 Years and Counting!

Executive Director Report – April 23, 2019

Communication Summary
1. Campus Security
2. Spring Crew Trip Season
3. Assessment
4. BEST Grant Update – Oral Presentation
5. Professional Development
6. Passages and Portfolio Reading
7. Hiring Update

Campus Security
Over the past week our state and local community has experienced another precedent in hatred and fear gripping our present reality at school. As the BOCES operates as an independent school district, we are included in all school safety and security briefings issued by the Colorado Department of Public Safety. I would like to take this opportunity to recognize the local bureaus of public safety and law enforcement that came together to ensure that our children could safely attend school. Unfortunately, one day after these events gripped our community we experienced an incident on campus in which a student had a firearm on campus locked inside a vehicle. While we can’t speak to the specifics of this in public meeting, I do want to recognize that based on the safety protocols and practices in place at RMSEL, we were able to isolate and respond immediately. We review and encourage safe reporting practices throughout the school year, which allowed our team to respond and collaborate with local law enforcement. At no time was a threat present to students, staff, or our extended community.

Our team will continue to review and practice our campus safety drills and protocols to ensure that our students are as safe as they can be while in attendance at school. We will also continue to review all guidance and briefings from state authorities in the event recommendations are made for revised practice.
While our community continues to move forward, we do so in embodying the final words of our mission statement, “we are crew, not passengers!” This is more than a cliché motto on a t-shirt or website banner. This statement is lived by our community. In the past few weeks, I have witnessed our 12th grade students preparing lesson plans to accompany our 1st grade students into the field to bring their expedition on the study of birds to a conclusion for the year. To see 18 year olds shepherd and guide their 6 year old classmates is something special and to be celebrated. Last Wednesday, our Student Government waited patiently for permission to attend their regularly scheduled community commitment in serving meals at the Ronald McDonald House Charity. These are just a couple examples of what transpires at our school almost daily and certainly weekly.

Spring Crew Trip Season

We have completed two weeks of spring crew trip season, seeing our 6th grade students travel to Moab, UT, our 7th grade students off to Moab, UT and Rifle, CO, and our 8th grade students on their capstone experience to Little Rock, AR, Birmingham, AL, and Memphis, TN. At this time of the school year, we have at least two grade levels in the field weekly. Our program would not flourish without the leadership of our adventure department, crew leader preparation, and parent volunteers.

I want to take this opportunity to highlight our 8th grade capstone experience. In 1954, the United States Supreme Court ruled that racial segregation in schools was unconstitutional in the landmark Brown vs. Board of Education Topeka hearing. While this case resolved that racial segregation was unconstitutional, the implementation and justice was not expeditious or swift in the climate of our nation. In 1957, nine African American students registered and attempted to enroll at Little Rock Central High School in Little Rock, AR. Governor Orval Faubus attempted to block the enrollment of these students and deployed the State of Arkansas National Guard. President Eisenhower responded with an executive order federalizing the State of Arkansas National Guard, ordering them to protect the students and ensure that they could enroll at Central High School. This act of courage and justice exemplifies a time of division and hate in our nation, which is not to be forgotten, but fought against even in the present. While learning about this through a book or History Channel documentary is powerful and important, it does not have the same lasting impact as being present. I hope that our 8th grade students never forget the feelings that they were experiencing as they stood outside of Little Rock Central High School seeing history in action, and use this as a catalyst for serving their local community. I am thankful to the team of teachers and experts that make this amazing capstone trip accessible to our children; this is a true exemplar of expeditionary learning in practice.

Assessment

RMSEL is a microcosm of our larger metro school districts and similar to our partners with smaller populations in rural communities when it comes to administration of CMAS and the SAT suite of assessments. As a K-12 school, we engage in the administration of every assessment required. This process spans a period of five weeks for standard administration and six weeks for the conclusion of make-up tests and processing all information with CDE. While this process is disruptive to the workflow of campus, Marci Elder plans and executes this seamlessly each year. She works to build alternative schedules, find chairs with backs, utilize classrooms for small groups when grade levels are traveling on trips, and truly provides a clear map through a maze.

BEST Grant Update

We are scheduled to present our oral remarks on:

Wednesday, May 15, 2019 – 9:30 am
Lowry Conference Center
1601 Akron Way
Denver, CO 80230

Over the next few weeks, we will be working in collaboration with our partners at NV5 and Cuningham to prepare our presentation. We certainly invite members of the board, as well as any district representative that you feel is interested in our project.
Professional Development

Our Wednesday morning PD sessions have mainly continued to focus around data driven instruction cycles. We have redistributed teachers into new teams so as to diversify the collaborative conversations. In addition to data teams, we have begun to focus on the end of year portfolio process. As a reminder, student portfolios at RMSEL are authentic and complete representations of a student’s learning over the course of the year. As such, student growth is documented throughout the portfolio, and personal reflection is incorporated often. Construction of the portfolio happens throughout the school year to accurately portray a student’s learning experience. In grades 3, 5, 8, 10, and 12, students participate in the portfolio passage process, where they prepare their portfolios to be read by and presented to an authentic outside audience.

Passages and Portfolio Reading

Each year students in grades 3, 5, 8, 10 and 12 prepare a final presentation portfolio to be reviewed by an authentic audience consisting of a RMSEL staff member and two community volunteers. The process of portfolio reading is one of the most powerful ways to see what transpires over the course of a school year, as each child has composed a volume of products that tell his/her story as a learner. If you have the opportunity to participate in the full process, we would welcome your attendance. We also understand that May is challenging as you have shared responsibilities in your district to attend end of the year events and graduations.

If you are able to participate in the full schedule of events you would be assigned to a reading group for Saturday, May 18, 2019 from 8:00 am – 3:00 pm, and then be required to attend the presentation on Tuesday, May 28, 2019 or Wednesday, May 29, 2019 from 8:00 am – 3:00 pm. As I understand that this is a large commitment, I would also extend the invitation for you to drop in and review a portfolio or see a couple presentations.

Graduation will be held at Thomas Jefferson High School on Thursday, May 30, 2019 at 4:00 pm.

Hiring Update

We are in the process of interviewing finalist candidates for all open positions for the 2019-2020 school year. We currently have three vacancies still to fill in the position of 4/5 Crew Leader, .5 FTE Learning Specialist, and Academic Secretary. I appreciate our team of administrators and teachers who participate in the interview process in support of bringing together a crew of teacher leadership and staff members.

Janice asked if RMSEL has considered having one of the “Little Rock Nine” who currently lives in Colorado come and speak to the students who do the Civil Rights expedition. Julie said she has come in previous years to speak, and it was stated that it is a great idea to pursue again.

Open Forum

There was no open forum discussion.

Consent Agenda

- Item #1 – Personnel Matters
- Item #2 – 2017 Form 990

Kelly asked for a motion to approve the consent agenda. Janice moved to approve the consent agenda, and Dan seconded the motion. The consent agenda was passed unanimously.

Action Items

- 2018-2019 Supplemental Budget – Julie said any adjustments are just to “true up” the numbers for the final budget. She is in the process of working on next year’s budget. Sue asked if the full day kindergarten legislation change is reflected in this budget, and Julie said it will be shown in the 2019-2020 budget that is presented to the board.

Kelly asked for a motion to approve the supplemental budget. Janice made a motion to approve the supplemental budget, and Krista seconded the motion. The supplemental budget was unanimously approved.
Report Items

- Budget Update – Julie presented the Management Summary, and it is included in its entirety below for the minutes.

Revenue

Beginning in October 2018, the DPS payment schedule changed to monthly. It is assumed that one of the monthly payments in the first quarter of 2019 will incorporate any changes in the State’s supplemental budget, if applicable, to reflect any adjustments or rescissions from CDE. The first 25% of PPR funding ($791,958.26) was received in July, and the subsequent monthly payments received were as follows:

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<tr>
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PPR was originally budgeted at $8,300/FTE X 374.5 FTE, and $8,369.44/FTE X 378.50 FTE (10/1/17 count) is the per pupil amount that was received through the March 2019 funding payment. This line item was adjusted to actual with the revised budget to reflect 368.08 FTE students (official October 2018 count numbers) as well as an increase to PPR ($8,409.01) which was the detail beginning with the January 2019 funding payment.

The decrease in funding is with regard to the special education reserve calculation as it relates to our sped population. First, the special education service charge was affected due to the reserve fee dropping from $19.20/FTE to $14.34/FTE resulting in the annual reserve fee changing from $7,065.82 to $5,277.04. With regard to the special education reserve allocation (money back to the school), based on projections, DPS believed there would be a special education population over the threshold of 13%. Therefore, the school would have received additional money to support those students. However, once numbers were solidified, RMSEL’s special ed population actually is at 12.7% and additional money is not due to the school. Additionally, all money previously paid on that assumption is deducted from our funding payment.

Per the State Board of Education, English Language Proficiency Act (ELPA) allocations were approved for the 2017-2018 school year. RMSEL received $656.95 of ELPA funding in October 2018 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) has $8,750 remaining in the budget, and there remains $13,881.40 in the fieldwork financial aid (#67800) budget. Under the 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, ten (10) families have opted to take advantage of this discount. Any unused funds in these line items will be used to offset future budget shortfalls.

In November 2018, we received $4,000 from the Schramm Foundation to be used toward purchasing an early literacy curriculum to support kindergarten and 1st grade students.

Per the Budget Appropriation resolution approved by the board in June 2018, $200,000 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, $201,633.62 was received in August 2018 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.
In August, we received $9,182.69 per the READ Act to support reading intervention for students in grades K-3 as identified from state assessment scores.

The amounts reflected in the Fieldwork Carryover-Landmark Trips (#43600) line items include fieldwork fees carried over from 2017-2018 as well as 10% landmark trip allocation from the 2018-2019 fieldwork fees. These amounts are allocated toward funding the landmark 5th grade Sailing trip, 6th grade Yellowstone trip, 8th grade Civil Rights trip, and the high school Outward Bound trip on the Colorado Trail.

The revenue derived from kindergarten tuition (state only funds .58 FTE for kindergarten) remains on target, with 3 months (April-June 2019) remaining to be invoiced. Classroom revenue (#46400, #46500 and #46550) represents the student contribution toward the 5th grade Sailing Trip and chaperone airfare reimbursement ($6,084), 6th grade Yellowstone ($5,100) and 8th grade Civil Rights ($7,500) landmark trips. The high school science classroom has received several donations totaling $10,192 which were used for the installation of wall monitors in the high school Science classroom. In addition, the high school classroom received a PACK grant and parent donation for the purchase of binoculars for birding.

**Expenses**

Line items with notable variances or exceptions are explained below.

- **Lease #60020** – this variance is due to a timing difference related to the lease payments of $75,000 to DPS which are due 11/1 and 5/1.

- **Fingerprint/Background #62300** - this account is over-budget due to greater than expected fingerprint clearances and was adjusted on the supplemental budget.

- **Student Recruitment #62860** – this account is over-budget due to an additional brochure printing for high school and was adjusted on the supplemental budget.

- **Equipment #63250** - this account is over-budget due to the purchase of a new snow blower and was adjusted on the supplemental budget.

- **Fitness #66207** – this account is over-budget due to the purchase of additional patches for the fitness program and was adjusted on the supplemental budget.

- **Technology #66208** - this account is over-budget due to the purchase of printer ink cartridges for the technology lab and was adjusted on the supplemental budget.

- **Elementary Fieldwork (4-5) #67400** – this variance is offset against Fieldwork Carryover Landmark trips (#43610) and the classroom revenue (#46400) for expenses related to the Sailing Trip in May 2019.

- **Student Insurance #67900** – this account variance represents the FTE fluctuation and was adjusted on the supplemental budget.

- **Expeditionary Learning MOU #68305** – this variance presents a package of 3-day institute and coaching days ($17,500) less donations received toward instructional coaching ($875) and was adjusted on the supplemental budget.

- **Other Professional Development #68300** – this variance represents the substitute cost for the lower school teachers to attend Bridges Math training and other teachers to have intensive training with the school’s instructional coaches and was adjusted on the supplemental budget.

Sue mentioned the READ Act funding and said it is currently undergoing revision; it may result in more funds being available for kindergarten, first, and second grade interventions tied to literacy. Sue asked about the EL contract, and what the $17,000 covers. Chad said it is for two day institutes and four days of onsite consultation.
District Accountability Committee (DAC) Report
Margaret said the Artistry & Academics event was fun, and fundraising began that night to replace the playground. DAC is helping recruit volunteers to help with passage panelists. They are also working on identifying crew parents for the next school year. She said there will be a talent show near the end of May, which will be held offsite. Janice asked if the crew parents are the ones who go on the crew trips. Margaret said that some do, but crew parents are more like a room parent, who work with the crew leader to identify volunteer needs within the crew.

Discussion Items
There were no discussion items, but Chad mentioned that while the initiative for full day kindergarten is valuable statewide, RMSEL does not yet know what that PPR will be for the next school year. Currently, he and Julie are projecting that to actually end up being a net financial loss as compared to the revenue from kindergarten tuition paid by parents. Sue said that PPR is projected to be $186 increase as of yesterday. Kelly encouraged any of the board members who are able to attend the BEST Grant oral remarks.

Items for Future Agenda
- Executive Director Evaluation 18-19 SY – Chad said that the next two board meetings will include his evaluation process. He told Carrie that he will send her the documents from his last evaluation for her to review. He asked for advance notice of anything that the board would like to see in preparation for the evaluation.
- RMSEL Graduation

Adjournment
Kelly asked everyone to introduce themselves, since there are two recently added new members to the board. Everyone did so. Dan said that this is his eighth and final year on the APS board. Carrie said that she has been on the DPS board since 2017, and she lives just blocks from RMSEL. Julie said that she has been at RMSEL for 21 years, and her two daughters both attended RMSEL grades K-8. Kelly said this is her sixth year at RMSEL. Chad said this is his eighth year at RMSEL, and he loves how he has the opportunity to get to know all of the students at RMSEL. Sue said she is the VP and Chief Operations Officer at PEBC; her husband used to teach at RMSEL for about 13 years. Krista said she has been on the DCSD board since 2017; she said she doesn’t mind the early morning meetings at RMSEL because it is so nice to hear actual stories about actual students, and she wishes she could spend more time at RMSEL. Janice said she this is her third year on the BOCES. Her term on the CCSD board is up in November, but she has announced that she is running for re-election. Janice added that RMSEL has had some of the students that he taught during his first year of teaching in CCSD. Janice added that she appreciates the care that has been shown to students, and said that CCSD has experienced several suicides. Margaret said that she has been at RMSEL for 10 years, and her family loves this community. Cris said she has been at RMSEL just over 8 years, and plans to retire in 2 years.

Janice asked Chad if there is any update on the student situation that happened. Chad said they will be holding a threat assessment meeting, then a manifestation determination, then a decision whether expulsion is appropriate. The parents and student are very cooperative.

Kelly asked for a motion to adjourn the meeting. Janice made a motion to adjourn, and Sue seconded. The meeting was unanimously adjourned.

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Kelly Perez, President

Janice McDonald, Secretary/Treasurer