
Downtown Denver Expeditionary School

Board of Directors Meeting

8 to 9:30 a.m.

Emily Griffith Board Room

1860 Lincoln St.

May 17, 2017

Minutes:

- Establishment of a quorum at 8:03 a.m.
 - Present: Terry, Brittany, Cory, Tara, Jessica, Jen
 - Present via phone: Dave, Susan, Kristina
 - Excused: Tawana
 - Staff: Letia, Scott, Erin, Katianne
- Review and approval of the minutes of the April Board meeting
 - Motion to approve by Cory, Jessica seconds. Motion to approve passes unanimously.
- Financial Report (Cory)
 - Cory presented the final FY17 working budget and FY18 proposed budget. He noted the increase in per pupil revenue in FY18 due to the increase in per pupil funding passed by the 2017 Colorado General Assembly. Susan asked if increasing staff salaries was included. Cory said the FY18 budget includes a 3 percent cost of living increase and that we expect future budgets to have a 1 percent COL and hope to implement a bonus structure. This will support board and school goal of bringing staff salaries up to—or above—DPS average salaries.
 - Cory moved the adoption of the FY17 working budget. Jessica seconded. Passed unanimously.
 - Cory moved the adoption of the required appropriation resolution for the FY17 working budget. Jessica seconded. Passed unanimously.
 - Cory presented our first six-year budget projection along with the FY18 proposed initial budget. He made a motion to adopt the FY18 budget. Jessica seconded. Passed unanimously.
 - Cory moved the adoption of the appropriation resolution for FY18 budget. Jessica seconded. Passed unanimously.
- ED Report
 - Celebration of learning update (Letia): Two fourth grade students, Joziah Zubia and Rae Tatel, gave a preview of the fourth grade Celebration of Learning presentation about interviews with refugees from around the world who are students at Emily Griffith Technical School. The refugees

are learning skills from Emily's Café in the EGC lobby. The café is in danger of closing its instructional program because a grant is ending, and the DDES fourth grade crews are working to raise awareness and funds to support it.

- EL credentialing portfolio (Erin): The school is applying for credentialing from EL Education and Erin has compiled a comprehensive portfolio of evidence that DDES exemplifies EL Learning's standards. Erin walked the board through an online version of the report that will live on the DDES website. After the credentialing, Erin said it will be revised for a general audience, at the suggestion of the School Accountability Committee members.
- Update from School Accountability Committee: Erin reported to the board that the SAC committee has met throughout the year in compliance with state law. Minutes are posted on our website of the committee's oversight of the schools data, goals, budget expenditures and more. The committee has been helpful in thinking about how to communication with parents about academic achievement other than student portfolios and that will be a focus next year. Terry said the SAC recommendations should go to the board and Erin said she'd review the state code about that and ensure we are in compliance.
- State School Performance Framework follow-up discussion: Erin shared the state's School Performance Framework for DDES, which shows we would be well within the state performance (green) category if DPS had not asked for an override of our SPF to align with its SPF measurements. Tara said we are wondering whether our application for state start-up grant money for the middle school could use the state SPF rather than the district SPF just for the purposes of considering our request. She asked whether there were any objections to asking the state whether that would be the case and submitting the application, if so. Terry asked if the application required the school to start this year and Scott said no, there is a window for opening. There were no objections to staff proceeding to inquire about the application and submit it.
- Executive Session Pursuant to CRS 24-6-402 (4) (f). Tara asked for a motion at 9:04 to move to executive session. Susan made the motion. Kristina seconded. Passed unanimously. The session was recorded by Tara. At 9:16 a.m. Tara asked for a motion to move back to regular session. Terry made the motion. Jen seconded. It passed unanimously.
- Chair's report
 - Meeting reminders: We won't meet in June and July. We will meet at 8:30 on Aug. 16 because it is the first day of school. We will meet in a full-day organizational meeting and retreat in lieu of our Sept. 20 regular meeting.
 - Summer committee on middle school feasibility: Since we received our charter from DPS to open a middle school the landscape for middle schools has shifted. Tara proposed a small committee of the board scan the current environment over the summer and bring back recommendations to the board in August or September (if more time is

needed) on the feasibility and timeline of a DDES middle school. If the committee decides to recommend moving ahead, it should also develop, or being to develop, and advocacy strategy for a middle school facility. Tara asked who would be interested in serving on the committee. Brittany, Kristina, Dave and Letia would be. Tara asked for a motion set up an ad hoc committee to explore middle school feasibility and report back to the board by August or September. The members include Tara, Brittany, Kristina, Dave and Letia so the committee will be required to meet in open session and follow open meetings laws. Jessica made the motion. Terry seconded. Passed unanimously.

- Tara referred to a proposal from a consultant to assist the committee in gathering the information and developing a strategy. Kristina asked if the committee could be authorized by the board to review that proposal and others, and be authorized to contract with a consultant within a certain budget amount. Terry recommended it not to exceed \$10,000.
 - Tara asked for a motion to authorize the committee to review proposals and contract with a consultant at a set price not to exceed \$10,000. Cory made the motion and Jessica seconded it. It passed but Tara apologized for not asking for discussion after Susan voted no. Susan said she didn't feel comfortable with that amount going to an outside party. Brittany and others emphasized that there is a lot of work to be done to fully review the landscape and a third party would be needed to get the work done in the timeline. There were several comments about the committee seeking and reviewing the proposals and bringing the recommendation back to the full board in a special telephonic open meeting for a full vote. Cory withdrew the original motion and Jessica seconded it. The withdrawn motion passed unanimously and the committee will bring a proposal to the full board for final consideration.
- Public Comment Session
 - DDES parent Rebecca Jennings shared that she and her daughter have benefited greatly from the school and she has been very involved in parent committees to build community. She recommended that the school explore ways to better support children who are neuro-diverse, through training teachers for medically or emotionally challenged students and better interact with parents about their needs and growth.
 - New Business
 - Scott presented a plaque to Terry Hershey in recognition of her role as founding board chair and in appreciation of her work on behalf of the board and school.
 - Tara thanked Scott for his role as founding executive director of the school and recognized that in honor of his wife Patty's quest to downsize their household we would not be presenting him with a human-sized blue bear statue inscribed with our gratitude. Instead, the board members will personal chip in on a craft brew subscription and so he can feel our appreciation each month with a case of beer for his first year of retirement.

- Jessica suggested a review of protocols for communications between parents and board members. There was discussion about how best to channel feedback and comments to the administration or the full board when needed. Jessica also suggested a review of protocols for outside monitors in classrooms.
- Meeting Adjournment – motioned by Cory and second by Jessica. Unanimously approved.