
Downtown Denver Expeditionary School

Board of Directors Meeting

7:30 to 9:30 a.m.

Emily Griffith Board Room

1860 Lincoln St.

Jan. 18, 2016

Minutes:

- Establishment of a quorum at 7:39 a.m.
 - Present: Terry, Brittany, Dave, Cory, Tara (Jessica joined later); staff: Scott, Erin, Letia
- Review and approval of the minutes of the December Board meeting
 - Motion to approve by Brittany, Cory seconds. Motion to approve passes unanimously.
- Financial Report (Cory)
 - Review of Revised Financial Policies: Lori Deacon and Cory are continuing to review the financials and wait for more information from DPS on mill levy amounts. Discussion tabled until more information is available.
- ED Report
 - School Calendar: the calendar is as closely aligned with DPS as possible to support families with children in multiple schools. Terry motions to approve, Brittany seconds. Motion to approve passes unanimously.
 - Update on SPF Action Plan Strategic Initiatives: we won't have mid-year MAP testing due to the ANET testing starting next week, but DIBELS testing will begin soon.
 - Achievement Network Update: testing to begin next week
 - Review of Revised Risk Management Policies: The revised policies pull together several individual policies and practices for adventure programs into one document. Administration is considering how to best inform parents of the policy besides sending with back-to-school materials. A session at Back-to-School night is possible. Cory makes motion to adopt the revised Adventure Policies and Tara seconds the motion. Motion to adopt Adventure Policies passes unanimously.
 - Report on Resolution of Grievance: A parent grievance about sun exposure was previously heard by Cory and Scott and the parties agreed to adding policies to these policies about sun exposure to the Adventure Policies: 1) Students will be instructed to put on sunscreen and regularly reapply when exposed to the sun. 2) Parents will receive gear lists that

include sunscreen, hats and full-length clothing. 3) Sunscreen application times will be logged on DDES Adventure trips.

- After-school sessions: We are in week two of the new after-school support sessions for students who aren't reading at grade level. We have 45 children and the curriculum is developed in house to best support the development of their critical thinking and literacy skills.
 - We are exploring a Scholars Unlimited summer reading program.
 - The administration is attending an Intentionally Diverse Schools webinar.
- Director of Partnerships update
 - Enrollment update: The enrollment window this year is Jan. 5 through Jan. 31, which is shorter than previous years and so parents are in a tighter crunch to make decisions. We've had six in-house enrollment sessions with a lot of interest. Letia will monitor application numbers as they come in.
 - Gilpin interaction: We've added an in-house enrollment session for Gilpin families who've been notified that that school is closing for the 2017-18 school year. DDES is one of four DPS schools offering priority enrollment for Gilpin families. The Gilpin boundary is already in our downtown priority zone. We also have the low-income priority policy. We hope to accommodate all the Gilpin families who choose us.
 - The Courage to Care event scheduled for Jan. 19 is in partnership with the Mayor's Office of Children's Affairs' My Brother's Keeper Program. DDES parent Joey Pace has led that partnership. We will provide child care, dinner and free parking (as available during DPS board meeting) to encourage participation from as many parents as possible.
- Strategic Board Recruitment (Brittany)
 - Status of Potential Candidates: Jen Wood has been recommended by Scott for our educator-focused position. She has deep educational experience with a significant EL background. A board committee of Brittany, Jessica and Tara will schedule a meeting with Jen to determine whether to advance her for full board consideration.
 - Review of Skill Set Priorities for New Board Members: Scott and Terry will locate the past skill set matrix and send to Brittany for updating.
 - Training Dates for Charter Board Partners program: Scott sent calendar requests to board members. No one present is available to attend the January date so we hope Kristina will be able to.
- Old Business
 - Strategic Planning Update (Tara): Tara has met with two potential strategic planning consultants and has two more scheduled. She will compile the proposals and will forward her and Scott's recommendation to the full board in an email and we can decide whether to call a telephone meeting to discuss so that we can approve a contract at our February meeting. We'd like to kick off the process in February to be able to adopt a final plan at our August organizational meeting.

- New Business
 - Terry announced that she is stepping down as chair but will remain on the board. Her role on the Miami University Board of Trustees has increased and she has a medical condition that requires her to spend less time at altitude. She will stay on the board through her term. She recommended that Tara serve as chair and Brittany continue as vice chair. Tara and Brittany agreed and Terry made a motion to approve Tara become chair immediately. Brittany seconded the motion and it was passed unanimously. The board will work with the administration on plans to honor Terry's service as chair and her commitment to DDES.

- Public Comment Session

- Meeting Adjournment – motioned by Brittany and second by Jessica. Unanimously approved.