



DENVER LANGUAGE SCHOOL

MINUTES OF THE DENVER LANGUAGE SCHOOL BOARD OF DIRECTORS MEETING

Tuesday, October 20, 2015

Location: DLS West Classroom

Time: 6:00pm to 8:20pm

Mission Statement – Achieve academic excellence and intercultural competence through language immersion education

Board Members In Attendance:

Beverly Haddon
Kristy Fantz
Janine Erickson
Kenneth Ho
Jacob Welp
Kate Blanas
Carter Davidson

Kathy Benzel, Principal
Lori Deacon, CFO

Absent:

Dan Baack
Camilla Modesitt

Call to Order

Bev moves, Kate seconds. All board members present favored.

Kenneth moved to approve the September 22nd minutes. Kate seconded. All board members present favored.

School year Board of Directors meeting calendar amended to include a Thursday night meeting on December 17th. November 17th will be the next Board Meeting. Bev moved to approve, Kate seconds. All present favored.

Financial Update: presented by Jacob Welp and Kathy Benzel

- Lori and Kathy connected on final revisions

- Lots of budget changes based on middle school expansion – costlier model but worth it
- October count: 660 – student count
- Analyzing Fun Club financial projections – trying to figure out where our #s will fall – plan to meet with Mariam to review her business plan
- Revenues are trending as expected – K tuition is coming in higher
- Salary & benefits below the baseline – they’ve increased with budget changes – running a bit high due to Calvary
- District expenses remain the same
- FY16 Approved budget and working budget
 - approved budget = \$5.9M – expenses & \$5.9M revenue
 - working budget = \$5.9M – expenses \$5.7M revenue
- Transportation fees – should we include student fees?
- Why do we have a \$200K shortfall? Staffing – Asst. Principal is included but should the Dir. of Development be included? Kathy thinks that position’s salary is supposed to come from reserves

Marketing – we need to start thinking about advertising for Jan/Feb? Kristy will help with advertising – working with Megan

Principal Update: Kathy Benzel

- Kathy is very excited about the level of instruction she is seeing
- 4 Kindergarten classes are all strong
- Janine visited and was very impressed with the routines already established
- Kathy will attend a 2-day coaching program – Amy & Teresa will attend as well
- Better Immersion has been a great addition for K-2 Mandarin – focus to take that program to the next level
- Mimi Met, national world language specialist, is coming in January
- Need to get a trainer for the Chinese teachers to take it to the next level

PTA Update: presented by Elizabeth Martin

- Raised \$40k with direct giving party so far – about to send out an email campaign to bring in more
- 80 families that have not yet donated but did last year – could be a matter of timing
- Next fundraiser – spring kickball tournament
- Other events: restaurant nights, holiday gift drive, etc.
- Beverly met with Elizabeth and Lisa Peloso – discussed development initiatives – agreed to stay in close communication

Development Update: presented by Beverly Haddon

Update on Director of Development position:

- Job posting listed on LinkedIn, Idealist, Teachers-Teachers, League of Charter Schools, Indeed and Andrew Hudson – posted on Sept 30th – closed Monday 10/12 – 20 applications
- Beverly categorized the resumes and sent to Dan for his review

*Janine moved to go into *Executive session for the purpose of discussing personnel matters §24-6-402 (4)(f), C.R.S.*

Jacob seconded. All present favored. Recorded by Jacob Welp

Kate moved to come out of Executive Session, Bev seconded, all present favored.

Facilities Update: presented Kenneth Ho

Calvary Temple Update:

- Sent a letter to Calvary about the issues – met with Pastor Hood
- What can we do in the next 30 days to resolve the issues? Could be resolved in 2-3 days
- Anne’s role and the issues identified – all short term issues have been resolved, playground was installed today
- Moving forward all communication goes from Anne to Rod
- Soccer Field – making a decision to put in artificial turf
- Elevator – additional design needs to happen – can’t happen during school - 2 month project - will need to happen in summer
- Air Conditioning – will be installed over winter & spring breaks

Long Term Facilities Update- presented by Kristy Fantz

- Sent our proposal in September
- DPS will come out with a new application process similar to Facility Allocation process
- Our chances are less favorable because we would have to accept students at every grade and we can’t due to our model so it will be tough for us to get an existing DPS facility
- Still think we have a good shot for the Bond
- December – next cycle for facility allocation for Middle School and we would have a very good shot – for Fall 2017 – most likely NE Denver and for a High Quality Middle School
- DPS has met with Forest City
- Bev encourages Kristy to meet with Forest City – they will include Doug

New Board Member Update- presented by Kate Blanas and Carter Davidson

- Carter and Kate met with Josh Lin today and found him to be very pleasant and would be a good fit
- Carter made a motion, Kristy seconded, all present favored
- Jacob has reached out to Cody Farmer to discuss possible position on the board– Janine asked him to make a connection
- Bev is off the board at the end of Dec
- Board qualities needed include legal, accounting, media, business, CEO level, cultural ties in Spanish/Mandarin languages

Bev made the motion at 8:20 adjourn the meeting. Janine seconded. All present favored.

Meeting adjourned at 8:10 pm

