



Meeting Minutes of the Board of Directors

Denver Language School- Cafeteria

November 15, 2012

6:00pm

Voting:	Non-voting:	Visiting Guests:
Kristy Fantz Beverly Haddon Tom Gleason Rick Gonzalez Camilla Modesitt	Sara Amodio Huiliang Liu Not present: Kate Hollenbach	Jennifer Timm Jacquie Gordon-Freel Dan Baack Irene Keeley

A. Call to order

The regular meeting of the Denver Language School Board of Directors was called to order at 18:10 on November 15, 2012 in the DLS cafeteria by board chair, Kristy Fantz

B. Introduction of Huiliang Liu

- a. Background is in transportation and urban design. Has worked with the city for over twenty years.
- b. Founded the Denver Chinese School in 1998- the weekend school for children promotes Chinese language and culture
- c. Will be serving on the Facilities and Growth Committee.

C. Financial Review (presented by Rick Gonzalez)

- a. Financial Report Narrative
 - i. Adjustments were made regarding pupil count (from budget estimate to current amount) and the per-pupil funding
 - ii. Few variances between actual funding and estimated budget
 - iii. DPS funding has been received, final payment will be January 15th
 - iv. Beverly motions to approve, Tom and Kristy second with no opposition
- b. Fun Club
 - i. Question of financial viability- Is it sustainable? What impact will it have on the school's finances?
 - ii. Unexpected expenses were incurred but Rick will continue to audit the program to ensure sustainability
- c. Financial Policies
 - i. No changes from previous year

- ii. Beverly moves to accept the policies with no changes made, Tom seconds and no opposition

D. Acknowledgements

- a. 3A3B Bond Issue- Expansion of Whiteman facility
 - i. With the 3A 3B bond having passed, DLS can move forward with extension
 - ii. Construction will begin in February
 - iii. Working hours for construction are still indeterminate
 - iv. Parking for the workers is still being discussed. Workers bussed in from nearby parking
 - v. Neighbors worried over parking
 - vi. Five classrooms have already been approved by DPS but a sixth classroom could be added but would come out of DLS budget
 - vii. This addition is budgeted at \$20,000 and could be taken from the Capital line item in the budget
 - viii. Projected timeline for construction- February to July
 - ix. Rick makes motion to build the sixth classroom using DLS funds, Camilla seconds motion. Motion is passed with no opposition.
- b. CARLA Visit (presented by Sara)
 - i. Center for Advanced Research and Language Acquisition housed at the University of Minnesota
 - ii. Garnered new ideas regarding middle school curriculum
 - iii. Similar hiring, recruitment challenges
 - iv. DLS curriculum ideas and developments are in alignment with the other immersion school
 - v. Similar challenges with the FLAP grant- supposed to be 5 years and will be cut down to 3 years
- c. Student Council was initiated- student body now represented by a President, Vice President, Secretary, Treasurer and classroom representatives
- d. First in Math
 - i. Extra math instruction that can be utilized both in the classroom and at home
 - ii. Close to 300 students participating in advanced math program
- e. DLS students will be participating in the National Geographic Geography Bee
- f. Hiring Changes
 - i. Second grade Spanish substitute may leave after Thanksgiving break
 - ii. Miguel's immigration status is still being held at CDE (to get license to get visa)
 - iii. May require staff changes to fill the second grade Spanish teacher position as Miguel awaits the CDE decision regarding his licensing and visa
 - iv. Upcoming maternity leaves may leave spots open for Miguel when/if he is able to come back to DLS

E. Definition of Diversity (request made by SAC committee)

- a. Sara questions whether we should align with the DPS conversation of equity versus diversity
- b. Equity, rather than Diversity, encompasses the issue of individual treatment as opposed to a strict definition of individual characteristics and embraces a wider spectrum of issues
- c. The issue of examining equity, as opposed to diversity, has not yet been discussed with the SAC committee and specific definitions have not yet been provided
- d. Beverly suggests that the Board defer this topic until the next meeting when the definitions of both Diversity and Equity can be examined further

- e. Kristy would like to incorporate socio-economic, international, economic issues into the discussion at that time as well as goals pertaining to marketing, support, retention strategies at DLS
- f. Definitions of Diversity and Equity will be sent out before the next meeting and will be discussed at next meeting

F. Strategic Plan Strategies

- a. Sara has been able to look over the due dates and believes they can be met near to the stated deadlines
- b. Dates for Objective 1.3 Developing besting best practices in middle school improvement plan for high achievement in all subject areas and Visiting the high performing middle school immersion schools are changed to March 2013 as both the board and Sara wish to move forward in planning for the middle school grades
- c. Dates for Objective 2.1 are changed to February 2013
- d. Date for Objective 2.2 Research companies with an interest in international programming changed to March 2013
- e. Date for Objective 2.2 Work with the PTA and others at DLS to define roles for each group regarding fundraising changed to February 2013
- f. Date for Objective 3.1 Cultural competency training of all staff and board and Retention plan for diverse students is to changed to March 2013
- g. Date for Objective 3.1 Adopt a DLS diversity definition and goals to January 2013
- h. Objective 4.1 Kindergarten ECE license process is in the final stages of completion
- i. Responsibility for Objective 4.3 Identify possible locations for ECE is changed to Facility Committee
- j. Responsibility for Objective 4.3 Identify high schools that are interested in an immersion program within their school changed to Facility Committee
- k. Objectives 6.1 and 6.2 have been completed
- l. Date for Objective 6.3 Compare performances of K-5 versus K-8 models in dual language immersion schools across the nation changed to May 2013
- m. Objective 7.1 Update Board by-laws is currently in process, Develop a list of new school policies and Updating parent/teacher handbook have both been completed
- n. Beverly moves to accept the Strategic Plan as amended, Tom seconds with no opposition

G. Grievance Policy

- a. Same wording with the exception of changing the term Executive Director to Principal
- b. Tom moves to accept the amended Grievance policy, Beverly and Kristy second with no opposition

H. Growth and Facility Meeting

- a. Large turnout from parents and neighborhood community
- b. Concern from families regarding whether the Whiteman facility could accommodate all of the incoming siblings of current households
- c. PTA offered to facilitate a survey of current DLS households regarding how many siblings would be entering the school in the 2013-2014 school year
- d. Plan to send out communication to current families that the Board will be creative in making sure that DLS will be able to appropriate accommodations
- e. Anxiety was present in the crowd over whether the Whiteman facility and the neighboring community would be able to accommodate the growth of DLS

- f. The Mayfair community wants the Whiteman facility to be a neighborhood school
- g. Expansion issues in regards to the local Lowry school will be investigated by Beverly
- h. Meeting with DPS is planned for November 16th to speak with Board members regarding DLS moving to the Eastbridge site
- i. Beverly provides updates in regards to DPS and its movements in making changes to the Smiley location, DPS is noted to be voting as to whether or not the school currently housed at Smiley will be taking sixth grade students next year
- I. SAC Committee Update
 - a. Will be presented at next meeting
- J. PTA Update (presented by Dan Baack)
 - a. Has officially gotten Association status
 - b. Fundraising events continue to be successful
 - c. Money raised from Dancing with the Stars events is earmarked to help the music program
 - d. Working on interview with Kristy regarding the facilities options to send out to DLS families
 - e. Willing to aid in facilities' efforts whether it be in surveying families in regards to the facilities' options or bringing together the DLS community for a show of support to DPS
- K. Public Comment
 - a. Dan Baack noted that the SAC committee is getting increasingly unfocused and would like more input from the Board
 - b. Sara stated that three key issues were stated at the first meeting but were derailed by the committee
 - c. SAC needs a leadership structure
 - d. DLS parent community is worried over budgetary issues regarding the facilities' funding, FLAP grant funds ending, and additional funds required for TAs and specialist support
 - e. Jacquie Gordon-Freel noted that parents are concerned about the curriculum and that students are not prepared for the CSAP assessment
 - f. Jennifer Timm is concerned about the facilities' growth options and the lack of communication to parents about those options
 - g. Irene Keeley is concerned about the possibility of DLS moving to the Eastbridge site as it would be more travel for parents
- L. Adjournment
 - a. Meeting adjourned at 20:27

Minutes submitted by Victoria Nunez