



Meeting Minutes of the Board of Directors

Denver Language School

Nov 20, 2013

6:00 pm

Location: DLS Cafeteria

Voting board members in attendance:

Ryan Hunter

Kristy Fantz

Beverly Haddon (not present)

Dan Baack

Camilla Modesitt

HuiLiang Liu

Kenneth Ho

Jacob Welp

*Ryan called the board meeting to order. Public meeting began at 6:05 pm.*

**Board Business Action Items:**

*Dan made the motion to approve the October 23rd meeting minutes. Kenneth seconded. All members present favored.*

*Kenneth made the motion to approve the October 28th meeting minutes. Dan seconded. All members present favored.*

*Dan made the motion to approve the November 11th meeting minutes. Kenneth seconded. All members present favored.*

*Kenneth made the motion for the board to take no action on the investigation. Jacob seconded. All members present favored.*

*Dan made the motion to vote on the 2013-14 Strategic Plan. Huiliang seconded. All members present favored.*

**Financial Review: presented by Lori Deacon**

October financials were sent out with the board package.

## Financial Summary

- Budget reserves are now up to 209K.
- Revenue are strong due to extras students
- Fun club is now making money.

## **Unified Improvement Plan: presented by Dr. Sara Amodio**

### Testing and Assessments

- TCAP growth: goal is 5% improvement in Math and 10% improvement in Writing.
- Formation of TCAP Committees: teacher TCAP committee; parent TCAP committee.
- How do we support parents at home to reach these goals? What can parents do at home?'
- Start Accelerated reader program
- Continue parents education nights

How does the CDE monitor our progress, They will monitor whether or not you identify goals and achieve them. The CDE will give us the green light on our developed goals.

## **Development Committee Update**

The feasibility report for fundraising is finished. Ray will be available at the December board meeting to present the feasibility study and answer questions with the board.

- Key message is it will take 18-24 months to raise 5 to 6 million dollars.
- Messaging points for marketing committee
- Training the next generation workforce for a global economy.
- Trend of performance scores is on the rise and school is consistently in top percentage.
- Immersion programs are proven models for students that excel; including those at-risk.

## **SAC: presented by Dan Baack**

FOCUS GROUP UPDATE: Dawn and Tim did an outstanding job coordinating and running the parent focus groups. Dan wanted to thank them for their outstanding work.

- Qualitative comments from prior year satisfaction survey were not specific enough.
- Focus Groups were formed to get specific feedback from parents.
- Four focus group sessions were held in October and November 2013; two sessions for parents of Mandarin students and two sessions for parents of Spanish parents
- The five topics discussed were:
- Topic 1: English Program
- Topic 2: Middle School Curriculum
- Topic 3: Discipline Policy and Social Interactions
- Topic 4: Communication – Administration and Parents
- Topic 5: Communication – Board of Directors and Parents
- Dan will write a summary of findings to be communicated with the community.
- Board felt the information was very valuable.
- The information will be incorporated into our Strategic plan and goals

*Dan moved to go into Executive Session under Colorado Statute C.R.S 24-6-402(4)(a): Matters of Real Estate: The lease of a property of interest and invited into Executive Session Dr. Sara Amodio and Lori Deacon. Kenneth seconded. All members present favored.*

*Camilla made the motion to go out of Executive Session. Dan seconded. All members present favored.*

8:20 pm Ryan Hunter called the public meeting back to order.

#### Board Action Item

*Jacob made the motion: Subject to financial feasibility, the board recommends to reduce class size to 50 kindergarten students (1 Mandarin, 1 Spanish) for FY 2014, and further subsequent years and utilize the Whiteman facility as a K-8 until the school has the capital funds to build an ECE-2 or a new K-8 facility. Dan seconded.*

*Ryan motioned a role call vote*

*Kenneth: yes*

*Beverly: (Kenneth as her designated proxy voted yes)*

*Dan: yes*

*Ryan: yes*

*Kristy: yes*

*Camilla: yes*

*Jacob: yes*

#### PTA Update:

- Organizing Holiday gifts for our teachers.
- Coordinating Thriving kids: holiday gift and warm clothing drive.
- Launching Penny Harvest program.
- Red apple recycling program
- Supporting library. 17,000 for Spanish level readers.
- 26K raised for Dancing with the Stars.
- National PTA art contest
- Supporting open houses

Meeting adjourned suddenly at 8:32pm due to potential fire in the building.

Meeting minutes written by Kristy Fantz, board secretary.