

Minutes – January 28, 2014

**STUDY SESSION** of the Adams County School District 14 Board of Education was called to order Tuesday, January 28, 2014 pursuant to notice by Mr. Vashaw, President, at 5:36 p.m.

Present: Mrs. Morton, Mrs. Quintana, Mr. Quintana, Mr. Rolla, Mr. Vashaw

Also Present: Patrick Sánchez

**The Read Act**—Director of Elementary Instruction Renee Bauer shared information with the Board of Education on the Colorado Read Act. The Read Act fundamentals include achieving reading competency by the end of third grade is a critical milestone for success. Under state law, the LEP is required to provide targeted, scientifically or evidence-based interventions to remediate students' specific, diagnosed reading skill deficiencies documented in a Read Plan. The parent plays a central role in supporting the student's efforts to achieve reading competency. There are serious implications to a student entering fourth grade with a significant reading deficiency. If the student continues to have a significant reading deficiency at the end of the school year in grades K-3, under state law, the parent, the student's teacher, and other personnel of the LEP are required to meet and consider retention as an intervention strategy and determine whether the student, despite having a significant reading deficiency, is able to maintain adequate progress at the next grade level.

**Review of Resolutions**—Chief Financial Officer Lynne Winchell was available to answer or clarify any questions or concerns with either resolution of Adoption of 2013-2014 Amended Fiscal Year Budgets or Authorizing the Use of a Portion of Beginning Fund Balance as Authorized by Colorado Statutes. There were no questions by the Board of Education members.

The Study adjourned at 6:04 p.m.

**REGULAR MEETING SESSION** of the Adams County School District 14 Board of Education was called to order Wednesday, January 15, 2014 pursuant to notice by Mr. Vashaw, President, at 6:30 p.m.

The Board of Education held a moment of silence.

Roll Call

Present: Mrs. Morton, Mrs. Quintana, Mr. Quintana, Mr. Rolla, Mr. Vashaw

Also Present: Mr. Sánchez, Mr. Kramarz

**MOTION** was made by Mrs. Morton, seconded by Mr. Rolla to approve the minutes of January 15, 2014.

Mrs. Morton, aye; Mrs. Quintana, aye; Mr. Quintana, aye; Mr. Rolla, aye; Mr. Vashaw, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Rolla, seconded by Mrs. Morton to amend the agenda to include amendments to personnel actions, resolutions 14-001 and 14-002.

Mrs. Morton, aye; Mrs. Quintana, aye; Mr. Quintana, aye; Mr. Rolla, aye; Mr. Vashaw, aye

**MOTION CARRIED**

**MOTION** was made by Mr. Rolla, seconded by Mrs. Morton to approve the agenda as amended.

Mrs. Morton, aye; Mrs. Quintana, aye; Mr. Quintana, aye; Mr. Rolla, aye; Mr. Vashaw, aye

**MOTION CARRIED**

Audience Comments

Esther Hall, 7200 E. 75th Avenue, Commerce City, CO 80022

**Issue: ACHS History Club**—I'm here to share some exciting news. I have given each of you a card that we have the History Club that is ongoing at Adams City High School. June Younger and myself are both board members of the Commerce City Historical Society are sponsors of this club. We have had outings, we have future outings with the students but the history is for the school and the surrounding areas of where they live so we are excited for those students. We have just put out the first Eagle Eye in years at Adams City High School giving the students very positive information of what is going on in schools and upcoming events that they may not know about. We are really excited. We had eight hundred of these printed and we started putting them out to all of the students and teachers today. We are going to try to do this monthly. The students are trying to keep their ears open about positive things going on at the school and I think this is just going to be a plus for the high school.

Brianna Green, 8433 Inca Court, Federal Heights, CO 80260

**Issue: ACMS Student Washington D.C. Trip**—This learning is an experience for Adams City Middle School 8th graders are as excited as I to be included. Students have been fundraising since last May and we would like to give a special thanks to Mary Morton for supporting us and coming to our pancake breakfast fundraiser that we had. Thank you for considering our wonderful learning opportunity.

Tricia Ramsey, 1042 Locust Street, Denver, CO 80220

**Issue: Teacher Leadership Initiative**—I asked to speak to you tonight to share a really exciting opportunity that our district's teachers association was invited to be a part of. The National Teacher Association and the National Board for Professional Teacher Standards got together with the Center for Teaching Quality and they have started a pilot program for teacher leadership called the Teacher Leadership Initiative. In order to pilot this program they picked six states from across the country. They picked Colorado, Arizona, Iowa, Michigan, Mississippi, and Massachusetts is the sixth. From those six states they picked three local teachers associations that they thought were demonstrating great leadership. In the state of Colorado they picked Adams 14 District as number one, Jefferson County as number two, and Poudre Valley as number three. Our districts were picked because our associations have shown a dedication to student learning, a dedication to working collaboratively with our districts and stakeholders, but also maintaining and building our membership even though we have suffered teacher turnover in all districts and all over Colorado. We are going to be working through the summer. I will be coming back to share highlights and all the great stuff with you. Thank you so much.

Myanna Schimpf, 6081 Locust Street, Commerce City, CO 80022

**Issue: School Sales**—I'm here tonight as a parent of our district. As you know I have been volunteering in our community at our schools longer than I have been an employee and I think sometimes that gets misplaced. I am here to ask the current board, I did ask at the beginning of the year, about snack sales for our parent groups to sell after school. We never got a clear answer for that and the rumor is that because the high school has vending machines or that you can't sell 30 minutes after school. To tell you the truth this is hurting our schools. We are currently losing from Rose Hill \$300-\$400 a week not selling after school snacks. Let's face it, food sells. We have as parent organizations tried to find ways of collecting money but right now we have KMS needing to go to Mesa Verde. Our account at Kearney has \$200. We want to be able to help Mesa Verde. We want to be able to help Cal-wood. Our school for Rose Hill sponsors field trips or bus transportation

or teachers when they come to us with concerns with things that they need for their classroom or educational tools. These are things that are taken away from us because of silly petty rules. Why, you want parent participation? You want parents to help you raise money; let us do the simple things that raise money. When you have gala events, what do you do, you sell plates of food. I don't think it is that bad to sell nachos once a week or popcorn once a week. This makes us money for our kids and for them to do things. I'm sure ACMS could use cash that their parent group could bring in to send them to Washington. I really hope that a decision could be made for everybody, not just 30 minutes after school. We have come up with creative ways of doing that. Speaking of one, Rose Hill is trying to come up with funds for a digital sign so we are going to have a fundraiser to tape Mr. Denmark to the wall. Tape is \$1.00 for 2 feet or \$3.00 for seven feet so if you would like to get in on that and see Mr. Denmark taped to our wall for new digital sign. Thank you for your time.

Bonnie VanRoekel, 3255 W. 53rd Avenue, Denver, CO 80221

**Issue: Relinquish Time**—Relinquished time to Dolores Bodkin.

Dolores Bodkin, 7025 E. 72nd Place, Commerce City, CO 80022

**Issue: Ethnic Minority Advisory Committee**—The reason I am here tonight is because of the teacher's association Ethnic Minority Advisory Committee. Last year I was sent to Albuquerque, New Mexico to be trained for minority leadership training. My charge was then to come back and start an ethnic minority advisory committee here in the district. In front of you are the bylaws that we have written as a committee. We have been meeting for the past year. Our goal is to be compliant with the NEA bylaws and annually inform the counsel at delegate assembly which was in April of our bylaws also the work that we have done of our bylaws. Bylaws were reviewed by Mrs. Bodkin. We also have an Ethnic Minority Scholarship that is available and there is a flyer if you would like to donate any artwork to the committee. There is a silent auction at the delegate assembly and those funds are used to provide scholarships throughout the state of Colorado. Last year we granted scholarship to one of our students from Adams City High School. Barb has asked me to come and present this information to you and our goal is work extremely close with Superintendent Sánchez and the Board to do what is best for our students and our community and just to bring awareness. I am extremely excited that in the history of the district we have never had an EMAC and I thank Barb for the money and time they have spent from the association for the training of being a strong advocate for minority affairs and issues, for it to be positive, always a positive to come to agreement and understand issues on minority issues. Thank you for your time.

#### Responses to Prior Audience Comments

Mr. Vashaw—There are no responses to prior audience comments.

#### Superintendent's Report

**Recognitions & Celebrations**—Superintendent Sánchez was honored to recognize Adams 14's Alsup teacher Mara Kimling, for once again organizing a Christmas gift drive for the entire second grade at Alsup Elementary. This year, Alsup celebrated its ninth-annual gift drive, and for the sixth year, received special support from the U.S. Air Force. On December 18, members of the U.S. Air Force from Buckley Air Force Base, as well as students from Merino High School, exemplified a spirit of giving at Alsup. For the sixth consecutive year, Staff Sgt. Alex Walker, and his wife, Simonette, led the efforts to bring a special Christmas celebration to the entire second grade class at Alsup Elementary. This incredible tradition is the result of a simple email asking for help that was initiated by Mara Kimling. Each student received a brand new jacket as well as socks, toys, homemade treats and crayons. As the children tore into their gifts, they were truly shocked to receive such beautiful, brand new gifts picked out especially for them. The Adams 14 Board of Education would like to thank and recognize Adams 14 teacher Mara Kimling, as well as the following Air Force members and Merino High School students for their exemplary generosity and ongoing commitment to the students of Adams 14. I realize many of our supporters were unable to join us tonight; however, we are going to read all the names: Mara Kimling, Victoria Salcedo, Erlinda Ancheta, Melissa Walker, Patricia Tabbilos, Veronica Lawson, Troy Lawson, Sharon Digo, Precy Digo, Rhodora ann Ruddock, Kaye

Luna, Katrina Mercado, Ann Mariano, Gigi Mariano, Mercedita Zabat, Lena Shumaeva, Dayna Ebnet, Alex Walker, Simonette Walker, Kevin Balcom, Jenny Theilke and Merino High School Student Council. Superintendent Sánchez also recognized the Communications Department. In partnership with the Board of Education, the Communications Department has made tremendous strides towards improving communication with our families. Between May and January, an entirely new website was built not only for the District, but for each school in Adams 14. Website developer Maysa Campistrous single handedly wrote the code and built our new websites from scratch. Cameron Weise provided photographs and video. Logos were improved or created for each school. Maria VanderKolk and Breanna Deidel gathered and uploaded all of the new content. The response to our new website has been extremely positive! Adams 14 also now has a variety of social media tools, including Facebook pages for the District and many of our schools, and the utilization of QR codes on various printed materials, which take smart phone users directly to multimedia content on our Vimeo and Flickr sites. Another big accomplishment for the communications department was the publication of the Adams 14 Course Guide. This beautifully bound, 138 page document, which assists students in their academic choices to prepare for college and career readiness, was printed and distributed in English and Spanish to all students between 5th and 11th grades in October. Finally, the Communications Department launched a new publication, the Adams 14 Quarterly, which is mailed to every residence and business within the Adams 14 boundaries. The first issue went out in December, and the spring break issue is currently in production! This publication accepts advertising and it is hoped that soon our advertising dollars will fully cover all costs associated with this publication! Mr. Sánchez proudly announced that this November, Adams 14 recognized Colorado Homeless and Runaway Youth Awareness Month, which is designed to increase awareness of the issues facing homeless and runaway youth. Here in Adams 14, we have more than 700 students who are experiencing a housing crisis. As a part of this month, Adams 14 participated in the Green Light Project, the symbol for National Runaway Prevention Month. Schools across the District engaged in a competition to sell \$5 green light bulbs to raise funds that are utilized by the HOPE Family Resource Center to specifically support our students experiencing a housing crisis with their unique and ongoing needs. Dupont Elementary Parent Liaison Isabel Garcia was instrumental in promoting and managing this fundraiser at her school, and her hard work helped Dupont win the District contest! Dupont sold 140 light bulbs and raised more than \$500 to support the HOPE Resource Center. As the contest winner, Dupont will receive a new Apple computer, which will be used to further enhance the schools outreach and communication with Dupont families. Thank you so much, Dupont, for your commitment to the students of Adams 14. Mr. Sánchez was proud to announce that Kearney Middle School teacher Josh Polly was one of 300 applicants across the nation hoping to receive a full-tuition scholarship through the University of Phoenix. This competitive selection process concluded with only 20 scholarship recipients nationally, including Adams 14's own Josh Polly! The District is thrilled that Josh has taken the initiative to further his own educational journey by pursuing this high-caliber master's degree program. Thank you for your dedication to life-long education, and for discovering opportunities to enhance your instruction, and better serve your students. Adams 14 would also like to thank the University of Phoenix for their commitment to District employees by offering higher education options at convenient class times. Thank you, University of Phoenix, for providing rigorous degree and certificate programs and a learning environment that's designed to support working adults. Adams 14 would also like to remind employees that the University of Phoenix is currently promoting 20, full-tuition Teacher Appreciation Scholarships, with an application deadline of March 4, 2014.

**Alsup Elementary School Presentation**—Alsup Elementary Principal Michael Abdale presented to the Board of Education. Alsup's mission; At Alsup Elementary, we will provide a challenging and safe learning environment that develops the whole child. Through individualized instruction in all content areas, we will ensure that every child reaches their maximum potential and will be well equipped to meet the challenges of future education, work, and life. They plan to achieve their mission with school wide goals based on data driven instruction, building capacity within an extraordinary staff, working closely with our community, and instruction through the lens of equity. Alsup has three goals set for the 2013-2014 school year. Goal #1: Teachers will use differentiated instruction in reading including identifying specific reading behaviors within each guided reading level. This will increase the number of students on track to catch-up and keep-up in reading at all grade levels. This goal will be achieved

by having weekly data team meetings looking at the growth of individual students and planning next steps, specific small group reading instruction in every classroom based on reading behaviors for students at all levels based on STAR data, guided reading groups in all classrooms, interims guiding instruction around specific standards, and coaches facilitating professional development around Bambricks' Great Habits Great Readers. Goal #2: All staff will support our English Language Learners across content areas. This will help increase our student achievement in the core subjects of reading, writing and math. The Academic Team created to support ELL's across content and make specific connections. Weekly communication in bulletin around strategies for second language learners. ELD teacher led professional development around the SIOP strategies. Continued assessment of our second language learners through STARS and Interim assessments to support planning for next steps through teacher action planning. Development of READ plans with support from ELD teachers for ELL students. Goal #3: Teachers will provide effective writing instruction as well as provide effective feedback around proficient writing in order for all of our student groups to be successful. This will also help to maintain the growth of students who are keeping-up in writing and support the achievement gap with our second language learners and special education students. Strong utilization of the writing process in all classrooms. Implementation of Lucy Calkins Writing Units aligned with CCSS. Weekly data team meetings looking at the growth of individual students and planning next steps using specific rubrics. Focus on student behaviors in planning for writing using graphic organizers. Focused paragraph writing using Step-Up to Writing resources and quarterly writing prompts.

**Kemp Elementary School Presentation**—Kemp Elementary Principal Kristen Golden and Assistant Principal Pamela Wheeler presented to the Board of Education. Kemp's *mission statement*; We will empower, educate, inspire, and support the Kemp community to become life-long learners, critical thinkers, and productive citizens. Kemp's *vision*; We will achieve our Mission by: Fostering mutual respect within a unified community, Upholding high expectations for all, and Preparing students for college and career. Kemp shows that their performance data is the second highest in the District in Reading, Writing, and Science and also the fourth highest in the District in Writing. Kemp shows that their growth data is the third highest growth in the District in Reading and Math and also the fifth highest growth in the District in Writing. The staff at Kemp participate in professional development throughout the school year, restructure their schedule to include professional development and also provide voluntary professional development for interested staff. The professional development includes; Driven by Data, Instructional Practices in Literacy and Math, Analyzing Data and Unit Planning, Tiered Instruction, and CCIRA (Colorado Council of International Reading Association). Some of the wellness program at Kemp includes; Fall and Spring "Walk to School", Weekly Zumba, Bike Giveaways, Soccer and Dodgeball offered after school. Kemp has family involvement at many of the events that include; musical performances by every grade level, student council, Haunted House of Learning, monthly GT Nights, Breakfast with the Principal, and monthly PIE (Parents Involved in Education) meetings. Principal Golden shared Kemp's new logo and presented a Kemp Elementary Cougars t-shirt to each member of the Board.

**Finance Update**—Chief Financial Officer Lynne Winchell presented the FY 2013-2014 budget revision. Per state statute, the revised budget must be approved by the Board of Education on or prior to January 31st of the fiscal year. The FY 2013-14 revised budget increases the adopted budget by approximately \$1.4 million dollars. The adjustments to the FY 2013-14 budget are comprised of approximately:

- \$329,000 increase in General Fund,
- \$7,100 increase in Athletic Fund
- \$105,500 increase to the Risk Fund
- \$294,000 decrease to Special Revenue (or Grant) Fund
- \$1.3 million increase in Capital Reserve Fund
- \$14,000 increase in Debt Service Fund
- \$90,000 decrease in Adult Education Fund

**GENERAL FUND:** The General Fund is the largest of the District's Funds. The beginning fund balance of the General Fund was \$1,136,459 higher than estimated. This is a carryover from FY 2012-2013. The revised budget accounts for a decrease in State Equalization funding due to basing

the budget on a higher FTE funded count than actual FTE count, an increase in property tax revenue and the reversal of the transfer to the Adult Education Fund in the amount of \$350,000. Since the students who attended the ILC are now at Lester Arnold the funding should follow the students so it is appropriate to reverse the transfer back to the General Fund to cover the expenses of those students. The net effect is a increase of approximately \$448,000 to the General Fund's fund balance. In regards to General Fund expenditures, the revision includes an increase of \$329,130 to fund increased utility costs and requests approved by the Board since the beginning of the fiscal year, such as the one-time funds for Adams City High School. Based on revised revenues and expenditures, it is anticipated the ending fund balance will be approximately \$5.3 million, or \$118,000 higher than the adopted budget.

**ATHLETIC FUND:** The beginning fund balance of the Athletic Fund was approximately \$2,000 lower than projected. An increase of \$7,100 is needed to support an increase in salaries and benefits due to a change in leagues that occurred mid-summer. The Athletic Fund's ending fund balance is projected to be approximately \$104,000.

**RISK FUND:** The Risk Fund's beginning fund balance was approximately \$435,000 more than estimated. An additional \$105,000 has been allocated, leaving a revised projected fund balance of \$791,000. **PROPRIETARY FUNDS:** The Proprietary Funds are the District's two enterprise funds, Nutritional Services Fund and Adult Education Fund. There were no modifications necessary to Nutritional Services. The Adult Education Fund beginning fund balance was approximately \$200,000 higher than projected. Since the students are now a part of Lester Arnold High School the initial transfer of \$350,000 from General Fund will be reversed out of the Adult Education fund and back into General Fund. Expenditures are being reduced \$90,000. This will leave the fund will a revised projected ending fund balance of \$176,000.

**GOVERNMENTAL GRANT FUND:** Each year the approved budget contains an estimate of \$1 million to account for additional grants the District may be awarded throughout the fiscal year. The reduction of \$294,000 in the revised budget reflects the net effect of reducing this estimate to \$500,000 and grants we still anticipate on being awarded.

**CAPITAL RESERVE FUND:** The Capital Reserve Fund beginning fund balance was \$1.3 million higher than projected. This is due to the demolition of the old Adams City High School not being complete prior to June 30, 2013. The fund balance rolled into FY 13-14 and the \$1.3 million needs to be appropriated to cover the costs incurred after July 1, 2013.

There are two resolutions included in your board packets this evening to adopt the revised budget. We have begun our planning discussions for the 2014-2015 fiscal year. The first budget session scheduled for last week had to be postponed and will be held prior to our next board meeting on February 11, 2013. There is also a Board of Education Budget Strategic Planning Meeting scheduled February 27<sup>th</sup>. An additional meeting can be scheduled in between if the Board wishes to do so.

### Consent Items

**MOTION** was made by Mr. Rolla, seconded by Mrs. Morton to approve the consent items as amended.

#### **1.0 Personnel**

- 1.1 Superintendent's Recommendation  
Personnel Actions

#### **2.0 Other**

- 2.1 Superintendent's Recommendation  
Approval for Adams City Middle School to Attend an Overnight Field Trip to Washington D.C.
- 2.2 Superintendent's Recommendation  
Approval to Enter into a Memorandum of Understanding with the City of Commerce City to Permit Adams 14 to Paint Murals on Underpass of Quebec Street

Minutes – January 28, 2014

Mrs. Morton, aye; Mrs. Quintana, aye; Mr. Quintana, aye; Mr. Rolla, aye; Mr. Vashaw, aye

**MOTION CARRIED**

Business Items

**1.0 Policy**

**MOTION** was made by Mr. Rolla, seconded by Mrs. Morton to approve policy item 1.1 with additional or alternative language.

- 1.1 Superintendent's Recommendation  
Policy GCMD – Revised                      Discussion/1st Reading  
Supplemental Pay

Mrs. Morton, aye; Mrs. Quintana, aye; Mr. Quintana, aye; Mr. Rolla, aye; Mr. Vashaw, aye

**MOTION CARRIED**

**2.0 Resolution**

**MOTION** was made by Mr. Rolla, seconded by Mrs. Morton to approve resolution item 2.1.

- 2.1 Superintendent's Recommendation  
Resolution 14-001  
Adoption of 2013-2014 Amended Fiscal Year Budgets

Mrs. Morton, aye; Mrs. Quintana, aye; Mr. Quintana, aye; Mr. Rolla, aye; Mr. Vashaw, aye

**MOTION CARRIED**

**MOTION** was made by Mrs. Morton, seconded by Mr. Rolla to approve resolution item 2.2.

- 2.2 Superintendent's Recommendation  
Resolution 14-002  
Authorizing the Use of a Portion of Beginning Fund Balance as Authorized by Colorado Statutes

Mrs. Morton, aye; Mrs. Quintana, aye; Mr. Quintana, aye; Mr. Rolla, aye; Mr. Vashaw, aye

**MOTION CARRIED**

Expulsion

Superintendent Sánchez read into the record the following student expulsions pursuant to Board Policy and Colorado Revised Statutes – Student Number 1121647.

**MOTION** was made by Mr. Rolla, seconded by Mrs. Morton to adjourn.

Mrs. Morton, aye; Mrs. Quintana, aye; Mr. Quintana, aye; Mr. Rolla, aye; Mr. Vashaw, aye

**MOTION CARRIED**

Minutes – January 28, 2014

The Board adjourned the regular meeting at 8:16 p.m. The next regular meeting of the Board of Education will be Tuesday, February 11, 2014. The Board will convene in the Board of Education room located at 5291 East 60th Avenue.

---

Monica Avina  
Assistant Secretary to the Board of Education

Approved and Entered into Proceedings  
February 11, 2014

---

Mary Morton  
Secretary, Board of Education

---

Robert Vashaw  
President, Board of Education