

**MEETING OF THE DENVER LANGUAGE SCHOOL BOARD OF DIRECTORS**

**Meeting Minutes**

**Tuesday, January 28th, 2020**

**Location: DLS Whiteman Campus**

**Time: 6:00 PM – 9:00 PM**

**Conference Call (303) 557-5869 Pin 1234**

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

**In Attendance:**

Board Members	Lisa Peloso, Carter Davidson, Corelle Spettigue, Josh Lin, Bryan Snow, Susan Hennessy
Attending by Phone	Dave Larkin, Faye Caronan, Parker Schenken
Non-Board Members	Doug Seligman, Robert Newman Babette Hudson-Tsao, Jennifer Pritchett
<b>Meeting Called to Order:</b>	6:10 pm
<b>Public Comment</b>	None

**PTO Update - Babette Hudson-Tsao**

**Recent Events:**

- Peanut Butter Sandwich Project - well attended, very successful event
- Fiesta Hispanica - going through DPS venue worked really well
- Classroom winter celebrations for both students and for staff went well
- CHNY - Babette thought one of the best ones yet
- Leadership collaboration with Kia was a wonderful meeting. Good springboard to other things as leaders and stakeholders.

**Upcoming events:**

- Community adult event 2/7/20 - Monique Brooks Roberts, a DLS parent who is a musician, will be performing at First Fridays down on Santa Fe Feb
- 2/29 Laser Quest family event
- 3/19 Skate City night

Events/Projects in Progress:

Teacher Appreciation

VVPOW  
Kinder Continuation  
8th Grade Continuation

**Approve Minutes** Lisa moves to approve the minutes from 12/18/19.  
Josh seconds. No discussion. All in favor. Motion carries.

**Approve 2020-21 Academic Calendar** Vote moved to February meeting

**Alumni Association and Advisory Committee** - Jenny Pritchett

Objectives:

Keep engaged in DLS, language immersion and education in general

Solicit alumni feedback and ideas

Provide alumni with leadership opportunities

First Step - Create Alumni Association

Start small - shooting for nine members including Jenny, Camilla, one board member

Meet three times a year

Create ways to keep alumni engaged:

Alumni Celebration Day

Alumni Gatherings

Alumni Newsletter

**Financial Report** - Bryan

-DLS is about halfway through the fiscal year and the school is doing really well. In the next couple of days, once the January numbers are in, DPS will send over numbers for the 2019-20 budget. DLS is waiting on final payment from revenue and per pupil perspectives.

-Revenues are a little ahead of our budget. Grant revenue showing a higher percentage than budgeted. We are well above full year expectations for that category as we are already at \$258K. Should come in well above last year's numbers.

-Expenses are right on.

Garden project at Whiteman requiring approximately 18K to cover expenses surrounding renovation project at Whiteman last year. We have a contingency amount of 40K that will amply cover the expense.

Transportation - cost will be a lot higher than the original contracted number. Doug and Mariam Berg met with the DPS head of transportation. The new invoice reflected a number that we didn't expect. DLS anticipated some increase, but not what

was actually charged. DLS never received the first invoice (July/November). The total amount of increase of 60K for the whole year, even after cutting three routes. The explanation for the increased charges is because our buses are coming from a farther distance. DLS is in higher negotiations to address this extreme increase. Last year DLS ridership brought in \$65. Dave stated that if we are certain that rates are going to go up significantly for next year, we may want to send out a school-wide communication asap so that DLS families are aware of the anticipated changes. Additionally the communication should make sure that families are aware that DLS is covering a large percentage of the cost.

### **Mid-Year Board Check-in - Corelle**

1st Goal - Draft board policies - revamp and approve policy overhaul

Significant work has been accomplished in terms of this goal

2nd Goal - Board Professional Development Sessions - in progress

Finance 101 - scheduled for Feb

Diversity/equity - TBD

Corelle to solicit ideas from board members around development sessions

Evaluate Board Support of Kathy/admin team

1. Staff handbook and parent handbook complete

Did a big overhaul with vetting from legal

2. Promoting Positive School Culture

a. Dolphin way to support teachers from the start of the year. Sets expectations and instills school culture. Student support staff worked really hard to bring programming to staff. Available to all staff.

b. Working closely with DPS/restorative justice/ restorative practices- one of twenty schools

Year long process - whole child approaches

Repairing harm (in all directions)

Working with students to become trainers

Having students learn to take responsibility for their actions/ have

a say in their consequences

School store opening soon. Dolphin dollars (rewards for good behavior) are used to purchase from store.

New hire (Restorative Practices Assistant) to support dean of culture

Immediate hiring and staffing needs, in terms of student support, we know we needed something different. Don is 4 days at Whiteman and 1 day at Gilpin. Whitney just returned from maternity leave. Staff indicates need for different social support. Posting

for part time social worker and school psychologist. Adding additional changes in staffing.

#### Gilpin Stakeholder Plan

- Data driven needs assessments

- Students - social emotional support

  - Less time out of class

  - Behavior management

  - Triage situation then bring in dean/principle

  - Positive behavior plans

  - Make sure teachers are clear about rules/expectations

- Parents - improve parent/teacher communication around student need

  - More timely communications following behavior issues

  - Trying to work with teachers and parents to bridge language/culture gap

- Working with League around additional support

Dave stated that he had heard that staff are not getting resources needed for behavioral support. Are there any financial needs at this time? Kathy says this upcoming hire will be within budget. Kathy is working with Lori on the budget for adequate support. Dave asked how admin is going to measure the impact of the interventions. Robert responded:

  - Keeping data on "out of classroom" time, referrals to the office, interventions, teacher classroom management benchmarks

    - Pulling data from student supports

Relationships in middle school between teachers and parents can be more challenging as parents don't have just one teacher to go to and to relate to. Communication for teachers from other countries can also be really challenging and difficult for them.

#### Stakeholder engagement

- Roundtable sessions rather than town hall setting

- Groups of 8-10 people

- Need to set a date, possibly in the beginning of March

- Jenny will send out a doodle poll to board members to help determine dates.

- Involve PTO, staff, and other stakeholders

#### CELIE

- Website completed

- Kathy facilitating at PD scheduled for 3/9/20- *Leadership Series: Equity in Immersion Using Communication to Foster an Equitable School Culture*

  - Summer Kick off Event - date tbd

  - Summer Symposium June 11th-14th in California - meeting with experts in language acquisition (Stanford and Berkely), visit Chinese Immersion Schools

## **Facilities**

### **Whiteman Projects:**

New Facilities Manager!

Parking signs for exec positions

Still struggling with heating issues - hot air blowing non-stop. These are the units that were just installed. Contractors called out to take responsibility.

### **Gilpin Projects:**

Dave, Kathy Doug, Robert met with Mark Herd and the DPS Facilities Planner regarding Gilpin playing fields. DPS had the same cost for artificial turf (\$550K), but natural turf was about 3x what outside bid presented (400-450K). Agreed that campus needs a new field. Next Step will be to go to the top and set up meetings. Kathy was told that the best next step would be to go through Charter Partners. Kathy will work to set up the next meeting.

New FM at Gilpin!

Elevator project still in progress

## **Governance:**

Board matrix results

Recruitment/onboarding timeline

Need referrals for potential candidates - 2 community/1 parent

Asked board members for referrals for potential candidates

## **Executive Director Report**

Strategic Goal #1 Academic Achievement

CDE Recognition and Awards for DLS

Preview for February - Data Dive and Celebrations

Strategic Goal #2 Long-term Sustainability

School Choice Priorities Updates and FRL Dialogue

Parent working with district directly regarding granting priority to Curtis Park/Five Points neighborhood kids

Current Priorities in Order: children of staff, siblings, Mayfair

Kathy would like to add FRL as a school choice priority. Would be listed at the fourth priority

DLS sitting around 21% FRL

Board/Admin discussion. Board needs to choose yes/no/needs more information. Decision needs to be rendered by 2/18/20. If no decision is reached tonight, then the board will need to convene before 2/8 to decide and vote.

Faye: Do our current bus lines go through FRL neighborhoods? Lack of transportation could be a barrier to choice.

Members agree to vote whether or not to add a FRL priority to DLS list of priorities. Discussion around where to list FRL on the priority list. Agreed to list as 4th at this time and can revisit position next year.

Josh motions to add a FRL priority to number four out of six on our priority list . Bryan seconds. No comments. All in favor. Motion carries.

Bright Spot Visit by the CDE

On 1/30/20, the Colorado Department of Education will be visiting the Whiteman Campus for the Turnaround Network's Bright Spot meeting. This visit allows leaders across CO to observe best practices around student culture and instruction. Strategic

Josh's suggests that all board members schedule classroom visits and attend at least on school tours each year.

Carter motions to adjourn the meeting. Susan seconds. All in favor. Motion carries.

**Meeting adjourned at 8:57pm**