

MEETING OF THE DENVER LANGUAGE SCHOOL BOARD OF DIRECTORS

Meeting Minutes

Tuesday, November 19th, 2019

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, Dave St John-Larkin, Faye Caronan, Parker Schenken, Josh Lin, Bryan Snow, Susan Hennessy

Absent Board Member Shawna Mounsey

Non-Board Members Doug Seligman, Robert Newman
Babette Hudson-Tsao, Lori Deacon

Meeting Called to Order: 6:04 pm

Public Comment None

PTO Update - Babette Hudson-Tsao

Campus Clean-ups

Whiteman and Gilpin cleanups were a success
Beers, Brats and Burgers - community event - about 50 people
Halloween parties, parades and costume contests all went well
Thanksgiving and Veterans Day celebrations went well at both campuses
Middle School Dance this Friday
Fiesta Hispanica - working with Miriam (events coordinator) coming along well.
In new venue - George Washington
Winter parties planning underway
PTO leadership workshop coming up in January
Another community event in the winter (prob Feb)
Bank Account future - trying to figure out how the PTO holds their own funds

Parent support/educational Series

Approve Minutes

Josh moves to approve the minutes from 10/01/19.
Lisa seconds. No discussion. All in favor. Motion carries.

Gala Debrief - Susan and Camilla

Annual fund concluded - projected \$96K-97K to keep coming in through end of year.

Goal was 200K and will likely reach or exceed it.

Gala early numbers - has already exceeded the gross from last year. Currently around 160K gross. Goal was \$116K.

Well attended and lots of positive feedback from post event surveys.

DLS Town Hall Debrief

Seven to eight people logged on for the town hall, five attended in person.

Babette mentioned challenges in logging in. Couldn't hear anything.

Corelle solicited board member feedback:

Dave - received mixed feedback regarding the content. Some attendees felt like they were being told how to act/interact with the school leadership.

Parker - it is our responsibility to get information about the board and the school out there.

Corelle - the format was what we have always done and as easy to do. Important to provide certain information on an annual basis and then perhaps have info accessible throughout the year (e.g. online).

Financial Report - Lori Deacon

Audit - quick refresher government audit - 2 sets financial: Government Funds statements (inflow/outflows - more cash based) and Government Wide statements (more aligned with private sector - net positions). Lori focuses more on Government Funds statements because don't own large assets.

Our audit was good and has already been approved by DPS.

Bryan motions to approve basic financial statements audit. Parker seconds. All in favor. Motion carries.

Our unassigned school balance is 1.5 million

Portion tied to prepaids, have 34,680 capital construction funds carried over from previous years. Options/restrictions of resources are not always clear.

[Our 2020 budget expects our reserve to close to \\$1.1M](#)

Grants and Fundraising - 150K up

Next year won't see the same kinds of surpluses given growing staffing needs with growing numbers of students.

DLS is in a very strong financial position. Financial team has done a good job creating our annual budgets.

DPS sent out overall Financial Performance Factor (FPF) rating and per Lori, DLS received a perfect score.

Revenues:

Working budget

Started with projected student count of 835, currently sitting at 868

District revamped the mill levy funds at the end of May. PPR might change slightly.

Kindergarten FF&E [61K](#)

Read Act funding from 25K down to 6,400 - but this is good news because it means that we are seeing more students testing at grade level.

Expenses:

[Staffing salaries up year-over-year about 700K due to increased compensation package developed by HR and Kathy](#)

Lori tends to wait about 4 months before starting to adjust for health care

Went through line by line looking at last year's budget to predict for this year

Still no active contract for transportation with DPS for this year

Rest of line items have been a little shaved off here and there

Still holding at 40K [contingency](#) with a 4K surplus

Executive Report - Doug and Robert

Strategic Goal #1: Academic Achievement

Trilingual Book Room Project

Eva and Yu Hsin have audited reading materials.

Need for richer materials that are culturally appropriate and embrace equity, diversity and inclusion.

Strong alignment with reading levels of students. Input from teachers and instructional staff.

SAC Updates- UIP

1. Identification of non-academic goals that will support UIP
2. Identify academic gaps, determine root cause, and create action plans for closing those gaps

3. Make recommendations to the ED about how to use resources to support UIP goals

Diversity, Equity and Inclusion (DEI) Work - all day training with Dr. Griffen

DEI committee has met twice now. Trying to figure out how to identify problems. Using a specific method with one of the committee members who does work at Anschutz. Asking for data that already exists.

Annie Trujillo sent out a survey to staff following the last training to determine specific focus areas they want to address at next inservice in January.

Strategic Goal #2 Long Term Sustainability

Gala Preliminary Update (see minutes from earlier in the meeting)

CELIE

Working all summer on a business plan.

Working with several schools to support their efforts

French American School - support in year zero

Durango, CO

DU Course Partnership

Lina REznicek-Parrado - DU Professor in linguistics and currently a DLS

SAC member

Sociolinguistics in the spring semester. Wants middle school leaders to experience/attend an evening or two of her sociolinguistics course in the spring semester.

Networking at ACTFL/NADSFL (Camilla and Kathy)

Jim Griffin - SPF pilot opportunity

Opportunities for Alumni

Chinese and Spanish groups are meeting every two weeks at Gilpin for conversation classes.

Strategic Goal #3: Culture and Equity

The recently launched committee has had two meetings so far

DLS Joint Leadership Summit Plans

Looking to schedule for Feb and will make an annual event that takes place in July or August. Goal is to have all forms of school leadership working in tandem with each other and with identified goals/needs of the school.

Roundtable discussions:

Make sure checking with stakeholders who are on the ground on a day to day basis. Make sure we are having honest conversations.

Facilities Update

Gilpin Campus:

In mid October, a Valerian consultant came out to Gilpin to meet and walk grounds

Rob Anglione and Matt Martinez were present and were helpful with field sizing needs

- Might not be able to move baseball backstop
- Will not have regulation-size field
- Need to protect mature trees
- Remove/relocate sheds

Pro's and con's of artificial turf vs. sod

- Expense, maintenance

Robert to call local public schools (Brown and Teller) to see how they manage their artificial turf

Facilities to follow up with DPS to share our visions, frustrations with hopes that we will get a sense for next steps

Governance

- Assess current board skill sets, outstanding needs
- Start to fill current vacancies in Feb 2020
- Josh and Lisa to work on board surveys and onboarding process

Upcoming Board Policy Review for Next Session

- Development
- Investment Policy

Executive Session

Parker motions to move into executive session for the purpose of discussing school matters that may be subject to negotiations §24-06-402. Susan seconds. All in favor. Motion carries

Board enters executive session at 8:22pm
Board comes out of executive session at 8:53pm

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

Meeting adjourned at 8:53pm