

# University Schools Board of Governors September 11, 2019 Minutes

**Board Members Present:** Erin Clark, Rodney Constance, Chris Hughes, Frank Jones, Mark Jones, Bill McAdams, Ethan Miles, Mike Vaardahl, Jeff Weber, Tina Whitcomb  
**Board Members Absent:** Rachel Boker (student rep), Amy Elliott (faculty rep)  
**Staff Present:** Garner Agone, Rich Campbell, Jeff Casey, Nick Kintz, Mike Mazurana, Dr. Gerner, Sue Toricelli, Charlene Baumgartner  
**Guests Present:** Amanda Lindenmayer

## **1.0 CALL TO ORDER**

Mark called the meeting to order at 6:01pm. A quorum was present.

## **2.0 ADOPTION OF THE AGENDA**

Jeff (Mike) moved to approve the agenda minus item 7.0, which will be discussed during Executive Session. Motion passed.

## **3.0 APPROVAL OF MINUTES**

Rod (Mike) moved to approve the minutes of August 14, 2019. Motion passed.

## **4.0 COMMUNITY DIALOGUE**

### **4.1 Recognition of High School Baseball Team – 3A State Champions**

- Coach Miller's friend is a coach for the Cleveland Indians. He spoke to the team and left the following message for the team when Coach Miller asked him how we should approach this season after winning the state championship. He said before you repeat as a champion you have to repeat the process. Those words stuck with us and it is on the bottom of our state championship trophy. We had a target on our backs bigger than ever, but we were determined to work hard to repeat the process that got us to the championship game.
- Nolan Johnson is a great representation of what we want in our players. Players who are great role models, have great character on and off the fields and work hard in the classroom. It was stressful coming into the year because we wanted to repeat the process.
- Nolan recently went to California to check out some schools. Nolan had been offered a D1 scholarship to play baseball at Loyola Marymount University.
- Coach Miller thanked the Board for their support.

## **5.0 BOOSTER CLUB – FRANK JONES**

- Concessions have started and are going well. We struggled at first to get all of the slots filled for concessions, but it is all working out.
- Plans are underway for Homecoming. We will have the barbecue before the game and will be doing giveaways during the game.

## **6.0 USPTO – AMANDA LINDENAMYER**

- Our financial statement is on page 9.
- The fall fundraiser ends on Sept. 17. Last year we profited \$35,000 and we are hoping to raise at least that much this year.
- We are trying to push for more MS involvement.
- We have handed out a USPTO Teacher Handbook to elementary and middle school and will meet with high school on Oct. 21. It is just a resource that says what the USPTO does and what the USPTO

can do for the teachers and what the teachers can do for the USPTO. The handbook explains how the grant process works and also tells how teachers can earn money for their teacher accounts.

- Today, we provided a teacher breakfast for the elementary and high school staff. We had a great response from parents.
- We will have parents sign up to bring dinner to the middle school staff during conference week.
- USPTO, along with LULAC and the Literacy committee, will be hosting our Fall Festival on Oct. 25. There will be a petting zoo and hayride that goes along with the book that was chosen for students to read "Charlotte's Web". We will have a chili cook off.
- We had our first meeting and had a great turn out with about 40 parents and staff. We hope to keep parents and staff interested in attending.

## **7.0 SAFETY/SECURITY – ED CLARK**

- Moved to Executive Session

## **8.0 STAFF REPORTS**

### **8.1 Director's Update**

- The first day of school and the first month of school have gone well.
- Dr. Pilch, Superintendent, attended our Aug. 19 K-12 staff meeting to welcome everyone back, share information regarding the bond initiative on the Nov. ballot and answer any questions staff may have had.
- We conducted an evacuation drill for both buildings on August 21. Students and staff did a great job.
- We had our playground vendor come to our school to look at our equipment. There are two repairs to be made which are under warranty.
- All of the administrators are meeting with teachers as they are setting their professional goals for this school year.
- Bj Stone, our professional learning communities expert, worked with Middle School staff yesterday, Sept. 10, and will work with Elementary on Sept. 16 and High School on Sept. 17.
- Our athletic seasons are off to a wonderful start with great numbers from middle and high school.
- I have put a copy of the Bond flyer prepared by the District at your seat.
- I have also put the Succession Plan document from the Colorado League of Charter Schools at your seat.
- We will be participating in mediation with Frontier on Oct. 21.

### **8.2 Business Manager's Update**

#### **8.2.1 Financial Reports (pgs. 10-13)**

- Currently we have a net deficit of \$49,579. Expenses are exceeding revenue.
- I contribute that to not getting our \$40,000 Capital Construction for the month. We were also being paid on last year's PPOR figure of \$7977 rather than this year's figure of \$8352. These numbers are generally reconciled in October each year.
- There is nothing I am really concerned about within Expenditures. Line items which are higher are the startup costs for the year (supplies, technology, curriculum). Also, the field lights payment and the property insurance are due early on and there won't be much increase, if any, in those line items.
- On the Capital Fund financials, the major costs so far are for the replacement of some of the HVAC units on the main building.
- The auditors finished up on campus on Aug. 22. They still are requesting a few items here and there. I am not sure whether they will present the audit in Oct. or Nov.

### **8.3 Principals' Updates**

- **Mike Mazurana Elementary Principal** stated that school is off to a great start. There has been great interest in how full day Kindergarten is going.
- Today was the Elementary PLP day. We had good parent attendance.
- Next week students will be participating in field days.

- Bj Stone has been working with the leaders of our school to strengthen a couple of different areas. We will be looking at objectives and feedback in elementary and will begin that work on Sept. 16.
- Our book fair was going on during our PLP day and it is going well.
- **Nick Kintz Middle School Principal** said they have also had a good start to the year.
- Back to School Night was well attended.
- This summer our library was redone and it has so much more usable space.
- **Garner Agone Middle School Assistant Principal/Athletic Director** reports that we are in full swing with fall sports, cross-country, football and volleyball. We have over 170 middle school student participating in fall sports for University and about 20 other students participating in sports at other schools.
- We will be hosting the Middle School Cross County meet on Oct. 3.
- **Jeff Casey High School Principal** also said that the year is off to a great start.
- I am working on putting together a community group to discuss late start next year. We are possibly looking at Oct. 16 for this meeting.
- Sports are going well. Our softball team is rated #1 in the state right now.
- Homecoming is approaching fast. We will be meeting with the student leadership to work on logistics. Student leadership is doing a great job.
- The conference window will be opening soon.
- Our Sources of Strength program is going well it has 18 to 20 students with 6 to 10 staff members. They are working to build a Culture of Strength.

## 9.0 ITEMS FOR ACTION

**9.1** Consent Agenda: Board members will be asked if they wish to discuss any issues listed on the Consent Agenda. If so, these items will be moved from the Consent Agenda and placed under Items for Action. Items remaining on the Consent Agenda will be voted on together.

### 9.1.1 Personnel

- Rod (Frank) moved to approve the recommendations for hire. Motion passed.

## 10.0 ITEMS FOR DISCUSSION/POSSIBLE ACTION

### 10.1 Parent Engagement Survey – Administrators

- **Elementary Areas of Focus and Celebration**
- Parents know who to contact when they have a question, comment or concern about their students.
- Parents know the content.
- Parents feel their involvement in their student's education is valued.
- Parents feel the appropriate amount of homework is assigned.
- Elementary had a couple of different open house style conferences last year. There was one for specials teachers which was not well attended. Fifth grade also wanted to have separate conferences for their students since fifth grade teachers departmentalize. They wanted to make sure parents had the opportunity to meet with teachers other than just the student's homeroom teacher. Only 1 parent attended. We will not do these open house conferences this year, but will continue to seek and offer parents the opportunity to meet with other teachers if they feel the need.
- **Elementary considered areas of improvement**
- Parents would like more time for scheduled conferences. They felt like 20 minutes was not always enough.
- Some parents mentioned that PLP Day was not an effective use of time as teachers had parents fill out an electronic form and held little discussion with parents.
- We are going to ask teachers to make sure to sit with students and parents during the PLP conference to make that time meaningful.
- **Middle School Areas of Focus and Celebration**
- The majority of parents are highly satisfied with the level of communication that is provided. Parents stated that school staff is approachable and easy to contact with questions or concerns. Most parents

stated that middle school teachers communicate with them about their student at least a few times a month, if not weekly.

- Overall, parents report having a high level of involvement in their student's education, assisting with homework and having conversations about learning. Many middle school parents have weekly conversations with their student about school, assignments and school-related topics.
- Parent involvement and participation in conferences remains high, averaging 97% attendance for middle school parents. The majority of parents reported that they prefer to both open conferences with all teachers and student-led conference with advisors.
- Overall, parents are satisfied with the curricula that are being used in middle schools classes. Parents are satisfied with teachers' instruction and the integration of skills and content from curricula being used. A number of curricula will be utilized throughout middle school grades and contents, including our new math curriculum Carnegie Learning.
- **Middle School Areas for Considered Improvement**
- A few parents indicated that conferences with advisors needed to be more effective. As a school, we will continue to provide parents and students with a student-led conference format that is informational and relevant. New teachers will continue to work with mentor teachers to gain an understanding of the advisor program and procedures for conducting conferences.
- Parents indicated that weekly or bi-weekly communication from advisors and teachers was beneficial. The middle school will continue to utilize forms of communication about student progress through Infinite Campus, email and phone calls. Teachers will continue to be encouraged to contact parents, not only about concerns, but also for positive student interactions.
- **High School Areas of Focus and Celebration**
- For all parents who completed the survey, 86% agree that our curriculum is preparing students for college.
- Of the 163 high school parents who responded, over 70% feel that conferences are effective at assessing student progress.
- Many of the comments indicated strong connections and a positive relationship with their child's advisor.
- **High School Areas for Considered Improvement**
- We will continue to work on building avenues of communication for all teachers throughout the year so that parents feel that they are getting the communication regarding specific concerns addressed with the appropriate teacher.
- Conferences can be improved in a few ways. We will have parents send in specific concerns at the time of scheduling the conference. New teachers will get a template for holding their conferences and we will remind veteran teachers of that resource. A few advisors last year did not do all of their conferences and we will improve accountability for those conferences this year.

#### **10.2 Student Achievement – Administrators**

- Elementary shared a spreadsheet with testing scores for the last 5 years.
- There was also a spreadsheet comparing test scores of University students to Dist 6 and Colorado schools.
- Most of our students are strong in reading but we struggle with writing some.
- Major content is our strength in math.
- Science standards have changed, so we will be looking for a curriculum to support the new standards.

#### **Math and Language Arts Points of Interest**

- 6th grade scores were lowest UMS has had in the last 5 years. NWEA confirms low achievement and low growth in Math and ELA for last year's 6th grade class. This was not a surprise seeing scores from past years from this Cohort.
- Math achievement and growth scores remain flat.
- 7th grade scored higher in ELA compared to the State and District.
- Loss of connectivity was over 600 times during testing. This is where our internet went down and kicked students out of their test meaning they had to log back in to continue testing.

#### **Plans for improvement**

- New math curriculum (Carnegie Learning). This math adoption aligns with Elementary Stepping Stones.
- Continue to use coaches in math and ELA to support curriculum and best instructional strategies.
- School goal of using objectives effectively in regard to State standards.
- School goal of helping teachers give student feedback to improve student growth.
- Reducing variability to help student learning
- Continuing to guide teachers on using CMAS and NWEA data to make individual student learning plans
- New internet hardwire to Middle School to eliminate testing issues.
- High School passed out scores for the last three years of the SAT and PSAT. Scores were listed for University Schools, Dist 6 and the State of Colorado.
- There was also two years data for the PSAT 8/9 and we still have CMAS for Science.
- Our 11<sup>th</sup> grade students taking the SAT in April of 2019 had a Mean Score of 983 compared to 910 for Dist 6 and a 1000 for the state and 973 nationally.
- Our 10th grade students taking the PSAT 10 in April of 2019 had a Mean Score of 930 compared to 869 for Dist 6 and 937 for the state and 925 nationally.
- PSAT 8/9 students had a Mean Score of 870 compared to 838 Dist 6 and 905 for the state and 890 nationally.

**10.3 Out of State Travel Request – HS Cross Country – Casa Grande, Arizona**

- Jeff (Mike) moved to approve the out of state travel for the HS Cross Country team.

**11.0 BOARD REPORTS/COMMUNICATION**

**11.1 BOG Report – Chairman**

- None

**11.2 Communication from the Board**

- Chris reported the Foundation is working on the distinguished faculty and alumni for homecoming. We are in the process of collecting the biographies to be placed in the homecoming program.

**11.3 Joint Use Report**

- We had a joint use meeting and it was reported that there was concrete work done, the auditorium lights replaced and the scoreboard will be repainted.

**12.0 FUTURE BUSINESS**

- None

**13.0 NEXT REGULAR MEETING – October 9, 2019**

**14.0 EXECUTIVE SESSION – C.R.S. § 24-6-402 (4)(a)**

**C.R.S. § 24-6-402 (4)(b)**

**C.R.S. § 24-6-402 (4)(e)**

**C.R.S. § 23-6-402 (4)(h)**

- The Board invited Dr. Gerner and Sue Toricelli to stay for Executive Session.
- Jeff (Rod) moved to enter Executive Session 7:35 PM.
- Jeff (Erin) moved to exit Executive Session at 8:33 PM.

**14.1 Contract Negotiations**

**14.2 Student Matter**

**15.0 ADJOURNMENT**

Jeff (Ethan) moved to adjourn at 8:34 PM. Motion passed.

**REMINDERS:**