



Meeting Minutes of the Board of Directors  
Denver Language School

June 25, 2014

4:00-6:00 pm

Location: Stapleton Foundation

Voting board members in attendance:

Ryan Hunter  
Kristy Fantz  
Beverly Haddon  
Dan Baack  
Camilla Modesitt  
Jacob Welp

**Call to Order:**

At 4:06 pm board meeting was called to order in a public session.

**Executive Session:**

*Dan made the motion to move out of executive session regarding matters to discuss specialized details of an investigation. C.R.S 24-6-402(4)(d) Camilla seconded. All members present favored.*

The board moved into executive session at 4:10 pm.

*Jacob moved to out of Executive Session to discuss specialized details of an investigation. C.R.S 24-6-402(4)(d). Dan seconded. All members present favored.*

Camilla made the motion Beverly seconded. All members present favored to move out of executive session.

The board came out of executive session at 4:36 pm.

The board opened the meeting back to a public session.

The board began the public meeting again at 4:40 pm.

Board Action Items:

*Camilla made the motion to approve the May 21 2014 board meeting minutes. Bev seconded. All members present favored.*

*Jacob made the motion to approve the 2013-14 budget. Camilla seconded. All members present favored.*

*Beverly made the motion to approve Kathy Benzel 2014-15 contract. Camilla seconded. All members present favored.*

*Camilla made the motion to approve Dan Baack as the new chairperson. Beverly seconded. Dan abstained. All other members present favored.*

*Beverly made the motion to approve Janine Erickson as a new board member. Camilla seconded. All members present favored.*

#### **Business Manager Report: presented by Lori Deacon**

Financials:

- Capital construction revenue is behind
- Kindergarten revenue took a nice positive jump in May.
- Grant contributions are low, but it will need to be deposited at June 30th.
- Good solid year end
- Salaries and benefits are trending below target
- Closed out district payments for the school year
- Rent is also paid in full to the district
- 67K sitting in contingency
- 86% expenses; 92% revenues
- 4.2 million...vs. 4.5 million the board approved in May the discrepancies in the budget to be in compliance
- Audit set for the 1st couple of days in August
- There are financial policy updates on the credit card use
- Title 3 funding came in late. It might fall into next fiscal year

#### **Development Committee Report: presented by Bev Haddon**

- Identify the top immersion schools. Connect with Janine
- Erin is no longer on payroll due to a break in development activities
- Camilla is going to co-chair the development committee

- Marketing committee: Bev is just working on the materials for the Capital Campaign, not the website or the logo.
- Kristy volunteered to help with the logo and website

**School Leadership Update: presented by Eva Doblas**

- Materials are being ordered
- Reading and writing workshop is under design
- Hiring is underway
- Mandarin 1 classroom teacher is needed

**DLS Calendar changes: presented by Ryan Hunter**

- Removed assessment days
- Added middle school orientation
- Days off on parents teacher conferences

**Facilities Report: presented by Irene Keeley (committee member)**

- The existing library will turn into a teacher lounge: window in the back and solar cube in room 213
- New wing is going to be all middle school
- Flex space 3rd, 4th and 5th on the 1st floor
- K-2 is on the 2nd floor
- Tech class will be downstairs in the basement; This space will also be used as a professional development room
- English classrooms will be on wheels
- Acquired all new cafeteria tables at the DPS warehouse
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**SAC Update: presented by Dan Baack**

- Academic reporting: parent satisfaction data
- Annual report

Hulling Lui has resigned from the board, and we received his letter of resignation today

**PTA meeting: presented by Julie Zemel**

- They are getting started to begin the school year and transfer the role to Lisa
- The PTA is hoping to meet with Kathy in July

*Camilla has made the motion to adjourn to the board meeting. Dan seconded the motion. The board meeting adjourned at 5:33 pm.*