



Meeting Minutes of the Board of Directors

Denver Language School

March 26, 2014

5:30 pm

Location: DLS Cafeteria

Voting board members in attendance:

Ryan Hunter
Kristy Fantz
Beverly Haddon
Dan Baack
Camilla Modesitt
HuiLiang Liu
Kenneth Ho
Jacob Welp

Call to Order

Dan moved to go into executive session for the purposes of discussing personnel matters related to the DLS Leadership Transition. C.R.S. 24-6-402(4)(f). Kenneth seconded. All present favored at 5:30 pm

Dan moved to come out of executive session at 5:45. Kenneth seconded. All present favored.

Doors were open to the public.

Kenneth moved at 5:56 to go into the executive session for the purposes of discussing the purchase, acquisition, lease, transfer, or sale of property. C.R.S. 24-6-402(4)(a)., and invited Lori Deacon and Tony Pickett from the ULC into the executive session. Dan seconded. All present favored.

Jacob made the motion to come out of executive session at 6:50pm . Dan seconded. All present favored.

Meeting was open back to the public at 6:55 pm

Kenneth made the motion to change the DLS Strategic plan strategy 6.2 from a 25% free and reduced lunch target population goal to a 40% FRL population goal by 2017. Bev seconded. All present favored.

Board Procedural Votes:

Jacob made the motion to approve the February 26th Board Meeting Minutes. Dan seconded. All present favored.

Dan made the motion to approve the February 28th Board Meeting Minutes. Kenneth seconded. All present favored.

Dan made the motion to approve the March 2nd Board Meeting Minutes. Bev seconded. All present favored.

Business Manager Report Financials: presented by Lori Deacon

Summary:

- PPR: Jan - supplemental pay out of 36K from the state.
- Fun Club: revenue from last trimester is cash flow positive
- Ava is doing the business plan for next year's fun club budget
- District paid its services in full.
- Kindergarten revenue has increased.
- 100K for contingency (600k unrestricted amount)
- Working on 2015 draft budget
- Budget must be approved at May meeting.
- 2% PPR revenue increase.
- Kaleidoscope projections of current students needs to increase. Currently a waitlist.

Leadership Update: presented by Jian Lin and Nancy MacDonnell

Overview on Tara Fortune's site visit.

DLS best practices she observed.

- DLS teachers have excellent language proficiency in the language of instruction.

- Classrooms are well managed. Teachers use of routines and management of transitions is strong.
- Overall, classrooms are open, welcoming, well organized, and students' desks are arranged in ways that facilitate interaction and collaboration.
- The print environment of most classrooms is in the target language only. Mandarin characters are legible and in general, large enough for students to decipher. This is especially important for Mandarin characters.
- Student work is displayed throughout most classrooms.
- Teachers and teacher assistants use ONLY target language when interacting with students and with each other in classrooms.
- Expectations for student language use are moderate to high.
- Teachers are caring and in most classrooms teacher-student rapport was excellent to outstanding

Areas for improvement:

- *Student use of target language for whole class, public communication:* Teachers need to interrupt use of English and keep clear and consistent expectation about use of only target language in the classroom.
- *Writing for Meaning:* More daily writing is needed in the Mandarin program. Tara did not observe any writing activities in Mandarin program K-2. But, did observe writing in the Spanish program at every grade level.
- *Overuse of choral chanting/repetition/reading aloud in the Mandarin classrooms:* Need to implement balanced literacy classrooms. Also, more materials are needed in the Mandarin program to expose students to children's literature both fiction and non-fiction.
- *Premature Introduction of Pinyin:* In Mandarin program, we need to wait to introduce pinyin until second semester first grade or second grade.
- *Use of Media Center:* Spanish program needs to utilize library and have students check out material more frequently.
- *Student to student interaction:* Teachers will benefit by increasing use of turn and talk, structured peer interaction, and cooperative group tasks.

Progress Update:

- Students are finished with TCAP

- CMASS begins April 15th: science and social studies.
- 6-8 students have requested to have an accommodation.
- ELL conference call with district is April 15th
- Calendar: 63-64-66 days in each trimester; kindergarten assessment prior to the school starting; assess the students in English; 3 town hall meetings for board of directors
- Science Fair in May.

Dan made the motion to approve the school calendar with the following 3 edits: Remove Sept 2 town hall meeting; March 25th town hall meeting; change the last day of school to June 5th. Kenneth seconded. All present favored.

Curriculum Committee: presented by Kristy Fantz

- Staff on the curriculum committee have been working hard to develop the middle school schedule, staffing plan, materials, honors program, and extra curricular activities.
- Recommended Programmatic changes in K-4
 - ❖ Incorporate 2 leveled English classes for English in 3rd and 4th grade, so the abilities are not so varied in each class.
 - ❖ Track and identify students struggling in English K-4 for before and after school support.
 - ❖ Special committee needed to look at support for struggling and advanced learners (ELL, Special ed, below grade level students, GT)
 - ❖ Move specials in grades K-2 into Target Language.
- Honor s Program: Honors program will be a track within each subject content area classroom until we have the student population numbers to offer separate honors classes.
- Elective: Students will either take a 3rd language (reversed immersion TL), a specialty English class for those identified as struggling, or an ELL class.
- Middle School model:

Subjects taught in Target Language:

- Language arts (Mandarin Chinese or Spanish) plus social language – 100%
- Mathematics – 100%
- Social studies – 50%

- Science – 50%

Subjects taught in English:

- English language arts – 100%
- Social studies – 50%
- Science – 50%

Specials:

- Comprehensive health and physical education
- The arts (visual arts and possibly music)
- 3rd language (reversed TL), or ELL block

Kristy made the motion to approve the middle school model as described in the DLS curriculum committee finding document subject to staffing analysis review. Dan seconded. All present approved.

SAC Update: presented by Dan Baack

Parent Satisfaction Survey (DPS survey):

- Plan is to up the numbers of how to get numbers up for current year survey compared to prior year survey. We need to get higher response rate.
- Parent Survey already went out in Friday folders in a large envelope.
- Ideas to spread the word – emails with appropriate subject lines (from admin and through class parents), possibly also have reminders and survey handouts at morning drop-off line and handing out to parents at doors. Also possibly request parents drop it off at prom. Or a random prize such as a bottle of wine for one lucky prom attendee. Friday folder reminders.
- Elizabeth, as the PTA rep, will take the lead on much of this.
- May 3 is deadline for submitting survey.

Parent Satisfaction Survey (School):

- Start – Stop – Continue approach
- Wait until later in the spring? Have some sort of quantitative component too.

Exit Interviews:

- Discussed as a possibility for both families and teachers
- Not currently done for teachers or parents that leave

- Exit interview will potentially occur regardless of whether teacher/TA resigns or teacher/TA is asked to leave.

Academic Progress Report:

- Dan needs volunteers from SAC to meet with him over the next few weeks.
- Dawn R will help Dan, as will Jian and possibly Nancy.

Teacher Satisfaction Surveys:

- 3.1 average Neutral
- Administrative support 3.67
- Nothing scored 4 or 5.

Principal Search Update: presented by Ryan Hunter and Dan Baack

- The committee is excited about the quality of the candidates.
- Working to have finalist out to the community in the next few weeks
- Planning to have finalist visit DLS toward mid to late April.

PTA Report:

- Julie and Jamie are working hard on the auction. They are hoping to raise enough money for literacy specialist. If they do not raise enough money, they are hoping we would fund this teacher.
- The PTA has a new President elect: Lisa Peloso
- Julie wants to thank Nancy for being helpful and communicative.
- 6500K has been raised for the garden; 4K parents donations for Kelly to get named.