

Long Range Planning Committee
Wednesday, November 6, 2013
Meeting Minutes

Voting Members

⊗	Heather Acampora	x	Gail Feeder	x	Rudy Lukez	x	Jeff Rudolph
	Eliot Arnold	x	Shelyce Foster	⊗	Zeke Lynch	Ⓜ	Stephanie Stanley
x	Cindy Barnard	Ⓜ	Jeff Francis	x	Michael Maloney	x	Wendy Vogel
Ⓜ	Caryn Becker	x	Dilpreet Jammu	x	John Monark	x	Todd Warnke
x	Bryant Doyle	x	Ramona Jobe	x	Patricia Montoya		
x	Kay Dry	Ⓜ	Jennifer Johnson	x	Shauna Rossin		

Non-Voting Members

x	Rich Cosgrove	Ⓜ	Marc Shaffer		Brien Hodges	x	Kurt Wolter
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X indicates attendance, Ⓜ = notification, ⊗ = no notification

Also in attendance were: Board of Education liaison Kevin Larsen, Chief Operations Officer Bill Moffitt, Planning Manager Anita McLain and Recorder Barbara Homrighausen.

Call to order: LRPC Chair Todd Warnke called the meeting to order at 7:00 p.m. in the Board Room.

Approval of Minutes: John Monark moved and Rudy Lukez seconded the minutes of October 2, 2013 Long Range Planning Committee meeting be approved. Seven voted aye, five abstained. Motion passed.

Membership Vacancy: Richard Cosgrove announced that Chaparral High School feeder area representative Eliot Arnold has withdrawn from the LRPC. An application for this vacancy will be posted on the DCSD website, [Newsline](#), and Infinite Campus. A team comprised of Cindy Barnard, Kay Dry, Jeff Rudolph and Todd Warnke will conduct interviews in December. Cosgrove also reported that Brien Hodges is no longer able to serve as the LRPC elementary education representative. A call for an elementary principal to fill this vacancy will be posted immediately.

Membership Report: October 1 student enrollment is reported to be 225 higher than projected at 61,853. Results of an analysis which compares approved teacher/student ratios to average class size were presented. Class ratio for K-3 = 26, 4-6 = 30, 7-8 = 25, 9-12 = 25. Elementary school class size average was derived by dividing the number of elementary students by the number of homeroom sections. Middle school averages include only core classes for the first semester; no specials or electives were included in the calculation. Average class size at the high school level includes all first and second semester classes with the exception of ESL and specials. Kevin Larsen requested high school class size averages based core classes only. This additional information will be provided at the January 2015 meeting.

Capacity Analysis: Richard Cosgrove provided a school capacity analysis based on building capacity, what special programs are housed at the school, and number of mobiles on site. The report shows ideal school capacity without mobiles, capacity on 4-track calendar, and maximum code capacity. After 2014-15 enrollment projections are complete, the report will be expanded to include one and five year projections. Schools that are approaching enrollment capacity or are under-utilized will be monitored, and solutions will be explored. Depending on the uniqueness of each situation, suggested options include utilization of four-track calendar, replication or relocation of programs at schools approaching or exceeding capacity, addition of programs such as preschool or other programs at under-utilized schools. It was suggested that the capacity analysis include the number of open enrolled students. This information will be added to capacity analysis updates.

Discussion items included:

- Reconvene the boundary subcommittee and include representatives from the PK-12 Education department to participate in conducting a capacity case study using established scenarios.
- The LRPC is charged with making recommendations for utilization of over and under capacity schools.
- There is power in teamwork. Consider forming a cross disciplinary committee with representation from the District Accountability Committee, the Fiscal Oversight Committee and the Long Range Planning Committee to become knowledgeable about programming needs and to work together to seek fiscal and facility solutions.
- Need to understand priorities – boundaries, capacity, open enrollment, choice, etc.
- Most important thing is to know why schools are over or under capacity before work begins to make decisions and recommendations.
- Charter schools enrollment and intent to enroll data should be vetted because of the impact charter school enrollment has on neighborhood school capacity.
- Next Steps:
 - Build a case study model
 - Present the Superintendent's cabinet with idea of an inter disciplinary subcommittee

PreK-8 Educational Specifications: Richard Cosgrove reported that many individual and groups have been involved in developing the PreK-8 educational specifications, and the work is almost complete. The next step is to determine how to communicate the findings and recommendations.

2014-15 Student Enrollment Projections: The DCSD Planning department is on target for completing 2014-15 student enrollment projections by January 7, 2014.

Other:

- Charter Schools
 - World Compass and Global Academies applications have been approved by the Board of Education with conditions.
 - World Compass searching for a site in the Castle Rock area, and hopes to open in 2014.
 - Global Village is looking for space in northern part of Douglas County. If they are able to secure a site, they are considering asking the Board to escalate their opening to 2014 from 2015.

Board of Education Update: Board of Education Vice President Kevin Larsen provided an update on the activities of the Board:

- Swearing in of two new members who were elected to the Board on November 5 will take place at the first meeting in December.
- There are plans to change the structure of future Board meetings. Beginning in January 2014, one meeting will be a discussion session with presentations and an interactive format. Action will be taken on agenda items at the second meeting of the month, and will include time for formal public comment.
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Adjournment: Rudy Lukez moved, Kay Dry seconded that the meeting adjourn. Motion passed unanimously. Meeting adjourned at 9:02 p.m.

Future Meetings: The next meeting of the Long Range Planning Committee is scheduled for Wednesday, December 4 at Aspen View Academy Charter School in the Meadows in Castle Rock.