



# Small Schools Study

## MEETING MINUTES

<b>Date of Meeting:</b>	September 20, 2007	<b>Minutes Prepared By:</b>
<b>Location:</b>	Poudre High School Media Center	Sonja Ballstadt
<b>Time:</b>	3:30pm to 5:30pm	

### In Attendance

- Manny Ortega
- Kevin Hahn
- Dave Montoya
- Sonja Ballstadt
- Karen Martin
- Evelyn Jacobi
- Sabine De Voe
- Brian Williams
- Lucin Gilliland
- Mark Eversole
- Bryce Hach
- Sandra Lundt
- Carmen Carmack
- Cathy Kipp
- Leslie Shaner
- Rita Brozka
- Jasmine Faulkner
- Sarah Belleau
- Brian Carpenter
- Brian Olver
- Amanda Brown
- Sam Aldern
- Bill Peisner
- Mike McCarthy

### Welcome

### Agenda & Meeting Notes

#### ***Review Objectives:***

- Analyze different size schools for program offerings, scheduling implications and cost ramifications.
- Determine consistencies and what essential classes can be offered through the analysis of prototypical models.
- Recommend cost implications to affect 2008-09 student based budgeting (SBB), the funding formula that allocates funds to schools each year.
- Identify school sizes at which closure may be considered.

#### ***Outcomes for the Meeting:***

- A. Review the Evidence Based Approach information
- B. Discuss and Identify Participants for the Professional Judgment Panels
- C. Review the List of Essential Classes
- D. Discuss Professional Panel Observers

#### ***Augenblick, Palaich, & Associates – Amanda Brown***

- "Recommendations from Wyoming Evidence-Based Work" handout
  - Applied to Poudre School District's model sized schools
  - Professional Judgment Panel will use this information
  - Lists recommendations for General Structure, Personnel and Non-Personnel Costs
  - Administration personnel not included (Principals, Asst. Principals, Clerical Support-Staff)

- "Wyoming Evidence-Based Curve" handout
  - Does not include Administration or Maintenance/Operational costs
  - What does the marginal change look like? (Curves?)

***Dr. Kevin Hahn, Assistant Superintendent of Elementary Schools:***

- "Elementary Essential Classes & Program Parameters" handout (Draft)
- Lists information on:
  - Colorado Content Standards
  - Essential Elementary Classes
  - Class Size Guidelines (for Elementary)
  - Essential Junior High Courses
  - Core
  - Electives
  - Class sizes are variable in junior high and high school
- Professional Judgment Panels will use this information to build a school
- Offer classes and courses in every school regardless of size
- Focus on class offerings versus size
- Suggestions from committee:
  - Consider the "human factor" in this study
  - Dialogue on solution for specials teachers
- Another "curve" will be produced from the Professional Judgment Panels

***Professional Judgment Panels:***

- Panels will possibly be held either the first or second week of October
- Start with largest enrollment and work backwards or start at smallest and work forward
- School sizes will be based on current student enrollment figures.
- Panels will build a school without weights for special needs. This is addressed in other aspects of Student Based Budgeting.
- "Poudre School District Professional Judgment Panel Participants" handout for Elementary and Junior High – lists characteristics of panel participants (principal and teacher) by school size
- "Elementary and Junior High Schools by Enrollment Group" – (identifies the principal of each school based on enrollment).
- Small School Study Committee will use this information to nominate representatives to participate on the Professional Judgment Panels
  - Voices that are strong and can be part of a team
  - Represent the district, not just their school
  - Two names from each group (administrators/teachers)
  - Avoid nominating a small school study committee member if possible
  - Current administrator or teacher, not retired

***Next Meeting:***

- Thursday, October 11<sup>th</sup>, 2007, meeting is **CANCELLED.**
- Thursday, October 25<sup>th</sup>, 2007, 3:30pm to 5:30pm, Boardroom at JSSC.

**Small School Study Committee Time Line**

- Dates of future meetings

<b>Date</b>	<b>Time</b>	<b>Location</b>	<b>Address</b>
September 13	3:30 – 5:30 p.m.	JSSC Boardroom	2407 LaPorte Ave.
September 20	3:30 – 5:30 p.m.	Poudre High School Media Center	201 Impala Dr.
October 11 <b>(CANCELLED)</b>	3:30 – 5:30 p.m.	Bauder Elementary Media Center	2345 W. Prospect
October 25	3:30 – 5:30 p.m.	JSSC Boardroom	2407 LaPorte Ave.
November 15	3:30 – 5:30 p.m.	JSSC Boardroom	2407 LaPorte Ave.
November 29	3:30 – 5:30 p.m.	JSSC Boardroom	2407 LaPorte Ave.
December 6	3:30 – 5:30 p.m.	Blevins Junior High Media Center	2102 Taft Hill Rd.
December 13	3:30 – 5:30 p.m.	JSSC Boardroom	2407 LaPorte Ave.

**Meeting adjourned at 5:30 p.m.**

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