

CSC MINUTES

Name: FNT CEC Middle College of Denver

Title: CSC

Date: Feb 20, 2014

Present: Scott Springer, Silvia Amaro, Art Padilla, Ben Migliorino, Cesar Mata, Tricia Downing, Dave Irwin, Mishel Sarkeyans, Walter Ochoa, Jan Tester

Absent: Julie Clockston, Bonnie Hutchens, Robyn Wille

Visitor(s): Crystal Sides

CSC Facilitator: Art Padilla

What Happened & How

Welcome and Introductions – Meeting started at 3:30 pm.

Approval of Minutes – Motion for approval brought forward by Ben Migliorino. David Irwin seconded.

0.5 FTE Math Update:

Math fellows – was unable to find someone who was available and able to commit to tutoring during school hours. The 0.5FTE Math position had a few applicants and qualified candidate was unable to interview until mid-March.

Budget Updates: Discussed handout, distribution of summary for CEC budget.

- 78.99% is salary for the entire CEC staff.
- 13.72% of budget is allocated to Instructional Accounts.
- Extra monies placed in Instructional accounts. The allocation of the funds to be determined in the fall of 14/15. These extra funds came from the TIF grant.
- CEC has \$40,000 in unspent funds that was not used; this will be saved as a buffer in the event that staff cuts need to be made.
- Staff Development funds help send teachers to the Middle College conference.
- CEC is able to add 1 additional day psychologist, which would go from a 2 day work week to a 3 day work week.

Administrative Assistant position will be cut and CEC will post a new job position as a Student Advisor position that is highly qualified in Math. This position will be 1/2 day as a Student Advisor and the other 1/2 day will be a Math Instructor. This person will co-teach the lowest performing 9th grade algebra class and help co-plan with the math team.

Positions for next year:

- Student Advisor/Math Instructor
- ELD 0.5FTE in budget for 2014/15
- Perkins 0.5FTE - 3 Pro Tech Specialist

Supply budget has \$140,000 in extra funds:

Options on how to allocate \$140,000 for the 2014/15 school year:

- Possibly allocate \$15,000 as a wish fund budget –set a budget to apply for extra budget for 2014/15, teacher would have to request in writing, for approval by budget manager, if extra budget is needed.
- CSC approves to hire a 1.0 Math teacher for 2014/2015.

CSC motioned to approve to move \$30,000 towards a Math Fellow tutor for 2014/15, leaving a 120k in general fund to cover teachers for 15/16 and other items to be decided by CSC in the fall. Motion brought forward Ben Migliorino. Tricia Downing seconded.

Extra Pay: \$60,000 allocated as extra pay fund for teacher stipend.

Extra Classes beyond the normal 5 period school day:

1. 2 times per week at \$800
2. 3 times per week at \$1200
3. Friday class at \$400

CSC is in support to have a flat stipend rate for instructional staff teaching extra classes beyond the normal 5 period school day for the 2014/15 school year. Motion brought forward by David Irwin. Tricia Downing seconded.

Freshman academy: Discussed options, if the district does not fund CEC to run freshman academy we can pull from the wish fund to provide funding.

Student Board Updates:

1. Aspen Challenge had DNA day for the school. The mural is being worked on. The mosaic arts are in progress and tiles have been placed.
2. Penny harvest funds collected by students, incentive will be an ice-cream social after TCAP
 - ◆ Freshman collected about \$100
 - ◆ Sophomores collected about \$70
 - ◆ Juniors collected about \$50
 - ◆ Seniors collected about \$30
3. The mentoring program is currently training 20 members from National Honor Society. Program should be ready to start after TCAP. The students to be mentored are based on students with F's, which are about 30 students.
4. Six word memoirs are being collected from the community to place around the school. Aspen Challenge will end March 1st.
5. Naming hallways has been postponed and SBOE will work with National Honor Society after the Aspen Challenge to get mentoring program running.

UIP 2014/15: Action planning form for 2013-14 and 2014-15

UIP is a two year plan. Strategies may stay the same or be revised by CSC in the spring.

ELA cost should be the same, discuss if staff should keep ELA as a PD or send staff out to finish on their own time.

1. Major Improvement Strategy #1
 - a. Improve teacher's instructional practice
2. Major Improvement Strategy #2
 - a. Prepare students to be College and Career Ready

New Strategies:

- i. Reallocate ½ Math and ½ Advisor
 - ii. Add Math Fellow
 3. Major Improvement Strategy #3
 - a. Community Engagement - need most help with community involvement
- New ideas to help with community involvement:
- i. Workshops for parents
 - ii. Can set up teacher personal phone calls to parents at the begging of the year and have the teacher invite parent to a CEC event.
 - iii. Club fair
 - iv. Spanish radio plug
 - v. Home visits

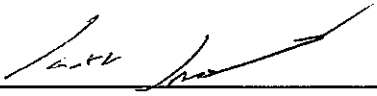
Next Meeting: March 20, 2014

Next Meeting Agenda

- UIP
- Student Handbook
- Update on Student Advisor applicants

The meeting was adjourned at 4:42 p.m.

Reviewed By:



Scott Springer, Principal

SS/SA