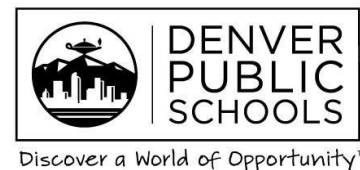


# CSC Meeting Minutes

Denver Center for International Studies  
DCIS  
574 West 6<sup>th</sup> Avenue  
Denver, CO 80204



2015-16

Date: 11/12/2015

Time: 4:30pm – 6:30pm

Meeting Location: Melanie Grant Travel Center, Room #104

## DCIS Mission Statement

**Denver Center for International Studies prepares students for college by developing multilingual, interculturally competent citizens who are actively involved in our rapidly changing world.**

Committee Members: (Please see the CSC meeting sign-in sheet for the attendee list)

## Minutes

4:30 pm Call to order, welcome

4:35-4:45 pm Agenda & Action Items (previous meeting) Review

- Reviewed with committee and approved

4:45-5:00 pm Public Input

- Mr. Tricarico and Anna (10th grade) in attendance
- No public input at this time

5:00-5:30 pm Review the Unified Improvement Plan (UIP)

- Continued from 10/15/15 discussions
- Due to delay in data updates (est. 11/23/15), further discussions are on hold until December meeting

5:30-6:25 pm 2015-2016 Budget Review

- Identify 2016-2017 priorities
- Review Budget for current year - following reviewed
  - o Budget Summary (doc)
  - o Allocation (doc)
  - o Requirements Checklist (doc)
- Discussion

- o Discussed impact of school of choice process, and ensuring accurate student projections
- o Discussed concerns about projections for concurrent enrollment funds - not received until early Summer which is after budget is due
- o Discussed that a 7-period schedule has been approved, and that there needs to be input on how to make it fit with our resources - each department has been invited to identify a representative to contribute that input
- 2016-17 Priorities
  - o Consensus on not increasing student numbers
  - o Reviewed list of positions that were considered for RIB to further priorities discussion (see Sept minutes)
  - o Discussed how language has been a focus of our program, pros and cons of decreasing the options for world language - will to explore potential restructuring
  - o Explore adding in physical education for middle school only
  - o Continue with the previously decided cutback of the Administrative Assistance (if warranted)
  - o Consider cutback of Librarian position (if warranted) to a Librarian Clerk
  - o Consider restructure to math supports to yield a decrease in FTE
- Breakout groups to identify budget suggestions re: schedule - brainstorming needed for future meeting
- Recommended focus groups - or similar method - to gather student feedback and be aware of the impact on them
- Recommended to lend perspective on why the schedule is changing with our community

6:25-6:30 pm      Agenda Setting & Action Item Review

● Action Items

- Schedule semester 2 meeting dates
  - December 17th - UIP Focused & Budget
  - January 14th - Budget Focused
  - January 28th - Budget Focused
- Draft a communication for School Board, Instructional Superintendent, and Superintendent outlining the impact of school of choice progress on projected school budget
- Determine if adding gym for high school students will create a requirement for Physical Education credits from the District

● Agenda Setting

- December - Review the Unified Improvement Plan (UIP)
  - Continued from 10/15/15 discussions
- December - 2016-2017 Budget Planning
  - Breakout groups to identify budget suggestions re: scheduled
  - Continued conversations re: 2016-2017 budget priorities

6:30 pm

Conclusion and Depart

**NOTE:** All agendas are posted publically in a timely fashion on school's website and/or in a highly visible area in the building.