



**Board of Directors**

Meeting Minutes

November 19, 2019 (1:00 p.m. to 3:00 p.m.)

Location: DPP Offices – 305 Park Avenue West, Suite B, Denver, CO 80205

*Members in attendance: Mr. Zach Hochstadt (Chair), Mr. Michael Baker (Vice Chair), Ms. Susan Steele (Secretary/Treasurer), Ms. Erin Brown, Mr. Chris Daues, Ms. Anna Jo Haynes, Dr. Rebecca Kantor and Ms. Chris Watney*

*Members on Conference Call: Ms. Janice Sinden*

*Members not in attendance: Councilwoman Stacie Gilmore, Ms. Penny May and Ms. Amber Münck*

*Staff in attendance: Ms. Elsa Holquin, Ms. Ellen Braun, Dr. Marina M. Mendoza, Mr. Chris Miller and Ms. Michelle Blubaugh*

*Guests: Ms. Amanda Brannum, Ms. Magen Elenz via conference (on behalf of Councilwoman Stacie Gilmore), Ms. Priscilla Hopkins, Mr. Rob McDaniel and Ms. Dionne Williams*

| Agenda Topic          | Discussion | Action/Follow-Up/Decision   |
|-----------------------|------------|---|
| <b>Call to Order</b>  |            |   |
| <b>Consent Agenda</b> |            | <p><i>(For Approval)</i></p> <ul style="list-style-type: none"> <li>▪ October 15, 2019 Board Minutes</li> <li>▪ September 2019, Financial Statements</li> <li>▪ October 2019, Statement of Financial Position</li> </ul> <p>Ms. Haynes motioned to approve the consent agenda; Ms. Watney seconded; All approved.</p> |

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| <p><b>2020 – 2021 Tuition Credit Scale Preparation</b></p> | <p><b><u>2020 – 2021 Tuition Credit Scale Preparation</u></b><br/> Mr. McDaniel presented the 2020 – 2021 Tuition Credit Scale preparation highlighting the following:</p> <ul style="list-style-type: none"> <li>• The tuition credit process was developed within a three-year cycle that includes annual increases tied to the Consumer Price Index (CPI) for the Denver-Boulder-Greely area. The 2020-2021 scale is the second year of the cycle.</li> <li>• As part of the planning cycle, MetrixIQ ran analysis on the Consumer Price Index for the west urban region (2.7 percent), 2019 Colorado Gross State Product (2.9 percent) and the 2020 US inflation rate (2.1 percent).</li> <li>• The recommended 2020-2021 tuition credit increase is 3 percent. The Board discussed the recommendation and how the proposed 3 percent was put forward.</li> <li>• Mirroring the CPI proposed increase, DPP recommends increasing the DPS cap for the 2020-2021 program year by 3 percent, totaling \$9.264 million.</li> </ul> <p><b><u>2020-2021 Enrollment Forecast</u></b><br/> Dr. Mendoza presented the enrollment forecast, highlighting the most significant change in our community income tier levels.</p> <ul style="list-style-type: none"> <li>• Timing of enrollment for community participants is consistent over the last five years. DPS enrollment timing fluctuates from year-to-year.</li> <li>• Using the enrollment data through October 2019 the most significant changes are seen in income tiers, the trend indicates a decrease in our lowest income participants and an increase in our highest income participants. Both participation and quality trends track similar to the previous program year.</li> </ul> | <p>DPP staff will work with MetrixIQ to create an overview document that captures the intention behind the 3-year-cycle and how the proposed increase is formulated.</p> <p>Ms. Steele requested a complete process analysis be presented at the conclusion of the 3-year cycle.</p> <p>Ms. Steele motioned to approve the recommended 2020-2021 tuition credit scale budget increase of 3 percent; Ms. Brown seconded; All in favor, motion approved.</p> <p>Ms. Steele motioned to approve the 2020-2021 DPS tuition credit cap of \$9.264 million; Mr. Baker seconded; All in favor, motion approved.</p> |
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| <b>Audit Implementation</b>                           | <u><b>Audit Implementation</b></u><br>Ms. Holguin presented the audit implementation plan, advising the Board that they will discuss and implement changes in the February 2020 Board retreat.                   |  |
| <b>Business Disruptors</b>                            | <u><b>Business Disruptors</b></u><br>Ms. Holguin presented the document outlining the business disruptors. Staff is tracking all disruptors outlined and will present recommendations to the Board as necessary. |  |
| <b>Executive Session - Contracts</b>                  |  | Ms. Haynes motioned to enter executive session for the purposes of contracts; Dr. Kantor seconded; All approved.   |
| <b>DPS 2018-2019 School Year Reconciliation</b>       |  | Mr. Baker motioned to approve the 2018-2019 DPS reconciliation of \$444,690; Mr. Daues seconded; All approved.   |
| <b>Ground Floor Media 2019 Contract Amendment</b>     |  | Ms. Brown motioned to approve the Ground Floor Media 2019 Contract Amendment of \$34,060; Dr. Kantor seconded; All approved.   |
| <b>Clayton Early Learning 2019 Contract Amendment</b> |  | Ms. Steele motioned to approve a budget increase for Clayton Early Learning's Evaluation Contract of \$11,573 to account for the personnel FTE increase for the remainder of the 2019 calendar year; Mr. Baker seconded; All approved. |

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| <b>Adjourn</b> |  | Ms. Brown motioned to adjourn the meeting; Ms. Steele seconded; All approved. |