



RECORD OF PROCEEDINGS

BOARD OF EDUCATION BOARD ROOM, DISTRICT OFFICE MINUTES OF MEETING December 7, 2020 (Business Session)

A Business Session Board Meeting of the Elizabeth School District was held on December 7, 2020 in the Board Room, District Office.

1.0 CALL TO ORDER

President Carol Hinds called the Business Session BOE Meeting to order at 6:00 p.m.

2.0 ROLL CALL:

The following BOE Directors were present:

Director Paul Benkendorf
Director Kim Frumveller
Director John Guttenberg
Director Carol Hinds
Director Cary Karcher

Also present: Superintendent Douglas Bissonette, Chief Finance Director Ron Patera, HR Director Kin Shuman, Technology Director Marty Silva, Executive Assistant to Superintendent and BOE Kristen Harris, and Principal Running Creek Elementary.

3.0 PLEDGE OF ALLEGIANCE

President Carol Hinds led the audience in the Pledge of Allegiance.

4.0 EDUCATION SHOWCASE

4.1 Running Creek Elementary School Showcase

Running Creek Elementary (RCE) School Principal, Robin Hunt, shared the new writing program RCE is implementing, called Write Thinking and Beyond. The program uses thinking maps to help students with their thought process, prior to writing. While the thinking maps are currently being implemented, beginning February 2021 they will move to the writing portion of the program. RCE is continuing to teach the eight habits from the Leader in me Program which is closely aligned to the attributes from the Homegrown Talent Initiative (HTI) Graduate Profile Attributes.

The reading room is getting an update through the purchase of Core Knowledge Language Arts (CKLA) / Structured Literacy Scope and Sequence (SLSS) reading materials. The books will offer explicit reading practices for K-5th grades. With these different programs, the goal of using common language from pre-school through 5th grade it will increase the success of students learning and applying the skills they learned.

Currently, RCE has 13% of staff who have been there 20+ years, 80% less than 10 years, and 15% less than 5 years – all the teachers have an excitement for teaching!

5.0 APPROVAL OF AGENDA/ADDITIONS/DELETIONS/BLANKET MOTION

A motion was made to approve the amended agenda with the addition of section 10.3 Safe Schools Reopening Grant Application.

Motion moved by Director Frumveller

Motion seconded by Director Guttenberg



RECORD OF PROCEEDINGS

ROLL CALL:

Director Paul Benkendorf - aye
Director Kim Frumveller - aye
Director John Guttenberg - aye
Director Carol Hinds - aye
Director Cary Karcher - aye

The motion carried 5-0

6.0 APPROVAL OF MINUTES

6.1 A motion was made to approve the minutes from the November 9, 2020, Elizabeth Schools Board of Education meeting.

Motion moved by Director Benkendorf

Motion seconded by Director Karcher

ROLL CALL:

Director Paul Benkendorf - aye
Director Kim Frumveller - aye
Director John Guttenberg - aye
Director Carol Hinds - aye
Director Cary Karcher - aye

The motion carried 5-0

7.0 COMMUNICATIONS

7.1 HR Update

Director of Human Resources, Kin Shuman briefly went over the HR items presented before the board under section 9.0 Consent Agenda. There is a request to approve extensions of leave of absence; the three staff members have documented series health issues due to potential Covid exposure. Next, is a request to approve an extension for the substitute pay schedule to ensure Elizabeth School District (ESD) remains competitive to surround districts. Currently, the ESD substitute pay is same as Cherry Creek, Littleton and Douglas County. Lastly, there is a new policy for procedures on background checks to comply with state guidelines.

7.2 Technology Update

Director of Technology Marty Silva shared an update on the delayed chrome books for K-3rd, IT doesn't anticipate receiving and having them ready for start of second semester. With high school going remote, IT was surprised to hear there were minimal technical issues with most issues being user functionality questions. In addition, external speakers were given to teachers at the high school and middle school, so students could hear and interact with students who were on remote and in the classroom. Professional development training focusing on one to one teaching has been set-up for elementary, middle and high school staff for January – February 2021.

7.3 Financial Update

Chief Financial Director Ron Patera reviewed checks over \$5,000 which includes typical monthly expenses such as utility bills, food stuff, insurance and fuel costs. There were payments for a new dishwasher, contractual SPED services, out of district tuition, tech hardware, legal services, Leader in Me supplies, and payment for online students. Financial statements reflect activity through the end of October, currently 33.33% of the way through the fiscal year. Revenues collected are 23.17% as a percentage of the general fund budget, while expenditures are at 33.16%. Overall however, general fund expenditures are under budget by 0.17%. Both the pupil activity and food service funds are being closely monitored the rest of the year.



RECORD OF PROCEEDINGS

Based on information received from the Assessor's office and CDE's calculations using the school finance formula, the mill for the general fund will be 26.814 mills, while the rate for the MLO will be 6.342 mills, for a combined rate of 34.233 mills. The total millage is lower by 0.111 mills year over year. According to Colorado School Finance Project (CSFP) thanks to the debrucing of the TABOR amendment in 1996 when mills were 37.955; there is a \$5.335 million increase in assessed value.

7.4 Superintendent Update

Superintendent Bissonette shared with the board the positive impact from visiting the schools on a regular basis and invited the board members to join him in 2021 to see firsthand the successful work being done by teachers and students. With the help of strong leadership, Elizabeth School District (ESD) will be finishing the first semester of 2020 in person, the dedication of staff and students who continue to follow safety protocols have made this possible. Colorado Department of Public Health (CDPH) will be increasing the Covid dial from orange to red beginning Monday, December 7, 2020. Largest impact from the dial change will be to sports, as under the color red there are allowed NO indoor sports. A letter from Colorado High School Sports Association (CHSSA) was shared with the board announcing the delay of resuming Season B sports. Based on this information, ESD decided to continue to provide students with skill opportunities when possible. Lastly, the recipients of The Elizabeth Education Foundation (EEF) 2020 grant were shared with the board.

8.0 PUBLIC COMMENT

No public participation

9.0 CONSENT AGENDA

A motion was made to approve the consent agenda 9.1-9.8.

Motion moved by Director Guttenberg

Motion seconded by Director Frumveller

ROLL CALL:

Director Paul Benkendorf - aye

Director Kim Frumveller - aye

Director John Guttenberg - aye

Director Carol Hinds - aye

Director Cary Karcher - aye

The motion carried 5-0

9.1 Monthly Financial Report

9.2 New Hires/Re-Hires

Anne Ebbert, Teacher, Opportunity Program

9.3 Transfers/Changes

Kenneth Perrier, Bus Driver, Transportation

9.4 Extra Duty Assignments

Aaron Stone, Assistant Basketball Coach, EHS

Jim Wilson, Head Basketball Coach/Assistant Baseball Coach, EHS

Aaron Stone, Assistant Football Coach, EHS

Tammy Moore, ELL Liaison, EHS

Lincoln Jones, Assistant Baseball Coach, EHS

Cherie Wyatt, Teacher Extra Class, EHS



RECORD OF PROCEEDINGS

9.5 Employment Separations

Kelly Breckenridge, Kids Club Program Leader, RCE
Paul DuBois, Sped Para, RCE
Virginia Diaz, Bus Para, Transportation
Kelsie Layle, Sped Para, RCE
Lindly Otte, Sped Para, RCE

9.6 Certified Sick Bank Requests

Twenty-one (21) Days were approved for an employee who has recovered and returned to work.
Sixteen (16) Days were denied as it didn't meet the policy guidelines.

9.7 Extensions of Leaves of Absence

Kelly Martyniak, Teacher, EMS
Cecilia Martinez, Special Ed Para, EMS
Randa Kelton, Teacher, EHS

9.8 Extensions of Substitute Teacher Pay

Pamela Borman, Classified Substitute
Michael Bilo, Substitute Bus Driver
Kylee Johnson, Substitute Paraprofessional
Colton Arciniaga, Substitute Teacher
Paul Rafac, Substitute Teacher
Barbara Davis, Substitute Teacher
Megan Ramsey, Substitute Teacher
Trish Ackerman, Substitute Teacher
Lisa Cheney, Substitute Teacher

10.0 ACTION ITEMS

10.1 A motion was made to approve the 2021 Mill Levy Certification.
Motion moved by Director Benkendorf
Motion seconded by Director Karcher

ROLL CALL:

Director Paul Benkendorf - aye
Director Kim Frumveller - aye
Director John Guttenberg - aye
Director Carol Hinds - aye
Director Cary Karcher - aye

The motion carried 5-0

10.2 A motion was made to move the 1st Reading of New Policy GBI*, Criminal History Report Information (CHRI) Security Policies and Procedures for a 2nd reading at the January 7, 2021 BOE meeting.
Motion moved by Director Karcher
Motion seconded by Director Frumveller

ROLL CALL:

Director Paul Benkendorf - aye
Director Kim Frumveller - aye
Director John Guttenberg - aye
Director Carol Hinds - aye



RECORD OF PROCEEDINGS

Director Cary Karcher - aye

The motion carried 5-0

10.3 A motion was made to table the Safe Schools Reopening Grant Application.

Motion moved by Director Guttenberg

Motion seconded by Director Benkendorf

ROLL CALL:

Director Paul Benkendorf - aye

Director Kim Frumveller - aye

Director John Guttenberg - aye

Director Carol Hinds - aye

Director Cary Karcher - aye

The motion carried 5-0

11.0 DISCUSSION ITEMS

No discussion items

12.0 BOE PLANNING

The next regular Board of Education meeting is scheduled for January 11, 2021, at 6 p.m.

13.0 EXECUTIVE SESSION

No executive session

14.0 ADJOURNMENT

The regular board meeting adjourned at 8:08 p.m.

Respectfully Submitted,

Carol Hinds, President

Cary Karcher, Vice President

Paul Benkendorf, Secretary

Kim Frumveller, Treasurer

John Guttenberg, Assistant Secretary/Treasurer

Recorded by: Kristen Harris

