



## RECORD OF PROCEEDINGS

### BOARD OF EDUCATION BOARD ROOM, DISTRICT OFFICE MINUTES OF MEETING June 13, 2022 (Business Session)

A Business Session Board Meeting of the Elizabeth School District was held on June 13, 2022 in the Board Room, District Office and remotely via Zoom.

#### 1.0 CALL TO ORDER

President Cary Karcher called the Business Session BOE Meeting to order at 6:02 p.m.

#### 2.0 ROLL CALL:

The following BOE Directors were present:

Director Craig Blackham - aye  
Director Heather Booth – aye remotely via Zoom  
Director Kim Frumveller – aye remotely via Zoom  
Director Cary Karcher - aye  
Director Rhonda Olsen - aye

Also present: Superintendent Douglas Bissonette, Chief Finance Director Ron Patera, HR Director Kin Shuman, Technology Director Marty Silva, Executive Assistant Kristen Harris, Director of Safety Mike Newton, Director of Communications Jason Hackett and Interim Superintendent Bill Dallas.

#### 3.0 PLEDGE OF ALLEGIANCE

President Cary Karcher led the audience in the Pledge of Allegiance.

#### 4.0 APPROVAL OF AGENDA/ADDITIONS/DELETIONS/BLANKET MOTION

A motion was made to approve the agenda.

Motion moved by Director Blackham

Motion seconded by Director Olsen

#### ROLL CALL:

Director Craig Blackham - aye  
Director Heather Booth - aye  
Director Kim Frumveller - aye  
Director Cary Karcher - aye  
Director Rhonda Olsen - aye

The motion carried 5-0

#### 5.0 EXECUTIVE SESSION

A motion was made to convene into executive session under C.R.S. 24-6-402 (4) (d) specialized details of security arrangements or investigations.

Motion moved by Director Blackham

Motion seconded by Director Olsen

#### ROLL CALL:

Director Craig Blackham - aye



## RECORD OF PROCEEDINGS

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Director Heather Booth - aye  
Director Kim Frumveller - aye  
Director Cary Karcher - aye  
Director Rhonda Olsen - aye

The motion carried 5-0

The Board went into executive session at 6:04 p.m.  
The Board came out of executive session at 7:41 p.m.

### **6.0 EDUCATION SHOWCASE / RECOGNITIONS**

*No Education Showcase / Recognitions*

### **7.0 APPROVAL OF MINUTES**

7.1 A motion was made to approve the minutes from the May 23, 2022, Elizabeth Schools Board of Education meeting.

Motion moved by Director Olsen  
Motion seconded by Director Blackham

#### **ROLL CALL:**

Director Craig Blackham - aye  
Director Heather Booth - aye  
Director Kim Frumveller - aye  
Director Cary Karcher - aye  
Director Rhonda Olsen - aye

The motion carried 5-0

7.2 A motion was made to approve the minutes from the Special May 24, 2022, Elizabeth Schools Board of Education meeting.

Motion moved by Director Blackham  
Motion seconded by Director Olsen

#### **ROLL CALL:**

Director Craig Blackham - aye  
Director Heather Booth - aye  
Director Kim Frumveller - aye  
Director Cary Karcher - aye  
Director Rhonda Olsen - aye

The motion carried 5-0

7.3 A motion was made to approve the minutes from the Special June 8, 2022, Elizabeth Schools Board of Education meeting.

Motion moved by Director Blackham  
Motion seconded by Director Olsen

#### **ROLL CALL:**

APPROVED



## RECORD OF PROCEEDINGS

Director Craig Blackham - aye  
Director Heather Booth - aye  
Director Kim Frumveller - aye  
Director Cary Karcher - aye  
Director Rhonda Olsen - aye

The motion carried 5-0

### 8.0 COMMUNICATIONS

#### 8.1 HR Update

Director of HR Kin Shuman provided an update on hiring for the open positions in the district. Currently we have filled 70% of the vacation positions within the district. Interesting fact of hiring teachers, we have (11) teachers who live in Elizabeth, which is great to have those resources within our district. One of the new teachers graduated from the high school and will be returning here for her first year of teaching. Special services providers are hard to come by, the talent is in high demand; it is a concern going into this next school year. Lastly, the transfer to Kaiser has been moving smoothly, all employees who have signed up should be receiving their cards/plans over the next month or so. Overall, there have been smooth reports moving forward.

#### 8.2 Technology Update

Director of Technology Marty Silvia provided an update on the technology department's busy time of year, cleaning up and prepping technology for the next school year. He also mentioned he sent out the district wide survey for feedback on the technology department and will bring the results of the survey to the board at the next meeting. Also, at the next board meeting we will present a request to purchase additional chrome books for the district, in addition to a list of disposition of technology property. This is property that can no longer be used by the district, is broken or has no future use.

#### 8.3 Financial Update

Chief Financial Director Ron Patera reviewed checks over \$5,000; most of the checks are for items that the BOE has seen in the past. The following are some that have not been listed: payments for contractual services for special needs students, safety related purchases, flow thru payment to another district for a grant, EHS HVAC units, a school marquee, tech hardware and out of district placement for students. As of the end of April, we are 83.33% thru the fiscal year. We have collected 64.66 of our budgeted general fund revenues and have expended 75.14% of the budgeted general fund's expenditures. There are a few cost centers over the benchmark, but nothing that will affect the overall GF budget or be a cause for concern. Of the other funds, the only funds we are keeping a close eye is the food service and pupil activity fund. In terms of operations, food service MOU, we met with Legacy and both Legacy and the district agreed that it was in both of our interests to continue with the relationship to provide food service for the upcoming school year.

Budget assumptions and the changes increased anticipated beginning fund balance (additional current year revenue for high cost student application and reduction of current expenses for school bus purchase that will not happen until September), increased capital projects - a big unknown for next year is how many new students will show up from the new developments. An even bigger unknown for next year's budget is how our local and national economy will look. We already know that the sky rocketing inflation is already affecting our fuel prices, which will continue through the foreseeable future. Another word creeping into the national discussion on the economy is stagflation. Which is basically high inflation coupled with slow economic growth. The last major concern is an impending recession. Economists do not know when it will happen or how long, but in my opinion I feel it will happen later this year. Our fear with a recession is reduced funding from the state due to reduced tax collections. We are not necessarily concerned about a mid-year reduction in funding, but possibly stagnant funding. There are a couple more items on the capital projects list based on conversations with building and department managers, such as the spring floor for EHS and additional playground expenditures based on a grant early childhood received within the last few months.





## RECORD OF PROCEEDINGS

### 8.4 Safety Update

Director of Safety Mike Newton provided the board information on an update on district safety. School safety is multifaceted and complex. A holistic approach is required to ensure a layered security solution is achieved. The goal and mission of the safety department is to provide a safe and secure learning environment that supports positive learning. The ESD Safety Department focuses on five mission areas geared towards an all-hazard response process: prevention, protection, mitigation, response, and recovery. These five capabilities enhance our layered security approach (deter, detect, delay, deny, and respond).

### 8.5 Superintendent Update

Superintendent Bissonette provided an update on the enrollment projections report, which is that this report is an update to the facilities master plan that was created previous to the 2018 Mill Levey Override. This report helps the district as a planning guide; they use census data and live births to get their numbers. One of the areas of focus for the district is regarding the development growth within the district (i.e. Gold Creek Valley and Independence) to adjust numbers accordingly. The report does not include the charter school, which doesn't have a large growth plan in place. Historical enrollment by school by grade and by year, how many students leave our district for school is just some of the items addressed in the report.

### 9.0 PUBLIC COMMENT

Laurie Kohring ([lauriejkohring@gmail.com](mailto:lauriejkohring@gmail.com)) provided public comment to the board to express her displeasure on how the high school administration, athletic director and superintendent have been communicating on a complaint her son submitted.

### 10.0 CONSENT AGENDA

A motion was made to approve the consent agenda 10.1-10.7.

Motion moved by Director Blackham

Motion seconded by Director Olsen

#### ROLL CALL:

Director Craig Blackham - aye

Director Heather Booth - aye

Director Kim Frumveller - aye

Director Cary Karcher - aye

Director Rhonda Olsen - aye

The motion carried 5-0

#### 10.1 New Hires/Re-Hires

Donald Downs, Teacher, RCE

Lindsey Cutter, Teacher, EMS

Kelly Riggle, Teacher, EHS

Jessica Martin-Wegryn, Teacher, RCE

Jessica Conley, Teacher, RCE

Najla Grenz, Teacher, EHS

Megan Hatrich, Teacher, EMS

Christinia Lucero, Teacher, RCE

Mackenzie Myers, Teacher, RCE

Vanessa Brunn, Teacher, SHE

Donna Forsythe, Teacher, SHE

Amy Newman, Teacher, EMS



## RECORD OF PROCEEDINGS

---

Adrianna Perrault, Teacher, EHS  
Autumn Wendler, Teacher, EHS  
Scott Frenandez, Custodian, EHS

### 10.2 Transfers/Changes

Susan Steinke, Teacher, RCE  
Dani Budroe, Counselor, EMS  
Andrea Smith, Teacher, EHS

### 10.3 Employment Separations

Susan Jones, Teacher, EMS  
Jillian Green, Teacher, SHE  
Lori McCain, Teacher, EHS  
Lori Clark, District Nurse, District Wide  
Jessica Sandford, Social Worker, District Wide  
William Teeters, Special Ed Paraprofessional, RCE  
Laurel Block, Special Ed Paraprofessional, SHE  
Shanti Magat, Bus Driver, Transportation  
Jonlon Bankert, Bus Paraprofessional, Transportation  
Misty O'Neal, Special Ed Paraprofessional, RCE  
Riley Nelson, Kids Club, SHE/KC

### 10.4 Substitutes

Abigail Krueger, Substitute Paraprofessional, District Wide

### 10.5 Monthly Financial Report

### 10.6 1<sup>st</sup> and Final Reading of Revised Policies

AC – Nondiscrimination/Equal Opportunity  
AC-E-1 – Nondiscrimination/Equal Opportunity – Exhibit  
GBA – Open Hiring/Equal Employment Opportunity  
GCE/GCF – Professional Staff Recruiting/Hiring  
GDE/GDF – Support Staff Recruiting/Hiring  
JB – Equal Educational Opportunities  
JICDE\* - Bullying Prevention and Education  
JF – Admission and Denial of Admission  
JFBA – Intra-District Choice – Open Enrollment  
JFBB – Inter-District Choice – Open Enrollment  
JICDD – Violent and Aggressive Behavior  
JICDE\* - Bullying Prevention and Education  
JII – Student Concerns, Complaints and Grievances  
LBD\* - Relations with District Charter Schools

### 10.7 1<sup>st</sup> and Final Reading of New Policy

KE-R – Public Concerns and Complaints - Regulation

## **11.0 ACTION ITEMS**

11.1 A motion was made to approve the Consolidated Grant Application.

Motion moved by Director Booth



## RECORD OF PROCEEDINGS

---

Motion seconded by Director Frumveller

ROLL CALL:

Director Craig Blackham - aye  
Director Heather Booth - aye  
Director Kim Frumveller - aye  
Director Cary Karcher - aye  
Director Rhonda Olsen - aye

The motion carried 5-0

11.2 A motion was made to approve the Legacy Academy – Food Services MOU.

Motion moved by Director Olsen

Motion seconded by Director Frumveller

ROLL CALL:

Director Craig Blackham - aye  
Director Heather Booth - aye  
Director Kim Frumveller - aye  
Director Cary Karcher - aye  
Director Rhonda Olsen - aye

The motion carried 5-0

11.3 A motion was for the 1<sup>st</sup> Reading of Revised Policy JCDB\* - Administration of Medical Marijuana to Qualified Students.

Motion moved by Director Olsen

Motion seconded by Director Frumveller

ROLL CALL:

Director Craig Blackham - aye  
Director Heather Booth - aye  
Director Kim Frumveller - aye  
Director Cary Karcher - aye  
Director Rhonda Olsen - aye

The motion carried 5-0

11.4 A motion was made to approve the 3<sup>rd</sup> and Final Reading of Revised Policy IKF (2022) – Graduation Requirements (Graduating Class of 2022 and Beyond).

Motion moved by Director Blackham

Motion seconded by Director Olsen

ROLL CALL:

Director Craig Blackham - aye  
Director Heather Booth - aye



## RECORD OF PROCEEDINGS

Director Kim Frumveller - aye  
Director Cary Karcher - aye  
Director Rhonda Olsen - aye

The motion carried 5-0

### 12.0 DISCUSSION ITEMS

*No discussion items*

### 13.0 BOE PLANNING

The next regular Board of Education meeting is scheduled for June 27, 2022, at 6 p.m.

### 14.0 ADJOURNMENT

The regular board meeting adjourned at 8:58 p.m.

Respectfully Submitted,

  
\_\_\_\_\_  
Cary Karcher, President

  
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Kim Frumveller, Vice President

  
\_\_\_\_\_  
Craig Blackham, Secretary

  
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Rhonda Olsen, Treasurer

  
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Heather Booth, Assistant Secretary/Treasurer

Recorded by: Kristen Harris