



RECORD OF PROCEEDINGS

**BOARD OF EDUCATION
BOARD ROOM, DISTRICT OFFICE
MINUTES OF MEETING
November 14, 2022 (Business Session)**

A Business Session Board Meeting of the Elizabeth School District was held on November 14, 2022 in the Board Room, District Office.

1.0 CALL TO ORDER

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

2.0 ROLL CALL:

The following BOE Directors were present:

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

Also present: Interim Superintendent William Dallas, Chief Finance Director Ron Patera, and Executive Assistant Kristen Harris.

3.0 PLEDGE OF ALLEGIANCE

Elizabeth High School student Brady Mowbray led the audience in the Pledge of Allegiance.

Brady was also recognized as being one of 16,000 semifinalists for the 68th annual National Merit Scholarship Program, representing less than 1% of U.S. high school seniors. Brady ranks first in his class, has never had a grade lower than an A, nearly achieved a perfect score on the SAT, and has been active in a number extracurricular clubs and sports. In other words, Brady is a Superstar Student.

4.0 APPROVAL OF AGENDA/ADDITIONS/DELETIONS/BLANKET MOTION

A motion was made to approve the agenda.

Motion moved by Director Frumveller
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

5.0 APPROVAL OF MINUTES

5.1 A motion was made to approve the minutes from the October 18, 2022, Elizabeth Schools Board of Education Board Retreat.



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Motion moved by Director Frumveller

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

5.2 A motion was made to approve the minutes from the October 24, 2022, Elizabeth Schools Board of Education meeting.

Motion moved by Director Booth

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

5.3 A motion was made to approve the minutes from the October 26, 2022, Elizabeth Schools Board of Education Special meeting.

Motion moved by Director Frumveller

Motion seconded by Director Booth

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

6.0 RECOGNITIONS

6.1 Bailey Barnhart, Student at EMS

Bailey is a leader of leaders at Elizabeth Middle School. Not only is she president of the school's chapter of the National Junior Honor Society, but she is also a member of the student council, a 4.0 student and one of four members of the Principal Advisory Committee.

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6.2 Jennifer Barclay, Teacher at EHS

Jennifer is a supremely talented theater teacher whose approach encourages students to become the best performers they can be – especially through the unique confidence she imbues through custom costumes that are at once stunning, functional and comfortable. This combination of insight, skill and passion resulted in Ms. Barclay winning the coveted Bobby G Award for Outstanding Achievement in Costume Design for her delightful and inspired outfitting of last year's cast of "Disney's Beauty and the Beast."

6.3 Lisa Mullins, Teacher at EMS and Keira Engle, Kami Ross and Kylynn Love, Students at EHS

Lisa and her students earned the Gallery of Excellence award for last year's Elizabeth Middle School yearbook "glow BIG or go HOME," a first for the school. Ms. Mullins, who has taught Elizabeth students for 25 years, continues to teach her students not only the basic skills of publication design, writing and photography but also helps them develop a critical eye for quality work that is both accurate and memorable – fitting for a book of memories.

Keira, Kami and Kylynn were among the students, guided by their teacher Lisa Mullins, who earned the Gallery of Excellence award for last year's Elizabeth Middle School yearbook "glow BIG or go HOME," a first for the school. These students learned not only the basic skills of publication design, writing and photography but also developed a critical eye for quality work that is accurate and memorable – fitting for a book of memories.

7.0 COMMUNICATIONS

7.1 Schneider Electric Business Case Report

Schneider Electric began working with Elizabeth School District to determine unfunded needs and issues district-wide. They are doing this by understanding ESD's mission, district goals, and long-term planning efforts. They completed a business case analysis sharing cost savings potential, scope of work potential and connection between the proposed project and ESD's goals. The next step is an investment grade audit, including, finalized savings, cost, scope of work and funding method(s), plan and timeline for project construction.

7.2 Auditor Presentation Fiscal Year 21-22

Hinkle and Company, PC presented a draft of the annual Auditor's Report for the fiscal year ending June 30, 2022. It was a clean audit. Included in the draft are financial statements and footnotes for all district funds. Budgetary comparison schedules are also included.

7.3 Education Showcase with Elementary School Counselors

Kelly Tarr, Counselor from RCE addressed the board wanting to clarify false narratives going around the Elizabeth community. Although our primary job is academics, we cannot deny the fact that educators are responsible for a whole lot more. We are currently experiencing a mental health crisis. Our counselors and mental health providers at Elizabeth School District are working hard to do everything we can to respond to and support students, staff, administrators, parents and each other but the problem is large and is a triage situation. Our caseloads are out of proportion (250:1 is recommended and many of us have 350+ students) and the needs are great. We are constantly managing threat assessments, suicide risk assessments, crisis response situations, melt downs (sometimes for hours), parent communication, staff support, transportation issues, find resources for our hungry, homeless and struggling families and students and trying to be proactive by including an occasional lesson on empathy, collaboration or leadership, resiliency or college/career readiness. The lessons that are being taught and the ways we are supporting students are directly linked to the adopted Graduate Profile. Jobs in education are difficult (an understatement) and come with unique challenges. On our best days we question what we do, plan for tomorrow, (although often our well-intended plans get derailed) and critique ourselves constantly about the work we have done or have yet to do. We care so much for our students that we lose sleep, weep for their struggles, scour for more resources and try to get creative, collaborate with parents and work together as an educational team. When we are questioned and unsupported it makes this difficult job unbelievably challenging and hard to face. We continue to show up because the lack of evidence and knowledge from a few is not enough to leave our students unsupported. Ms. Connie Hines, Counselor from SHE agreed with Ms. Tarr that the roles she outlined above are the same for her at SHE. Ms. Hines focused on the shortage of mental health resources and the work of her team who go above and beyond to provide meals for students



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who do not have the resources; in fact pulling funds out of her own pocket, taking time from her personal life to get food from local food banks to provide to her students.

7.4 Financial Update

Chief Financial Director Ron Patera reviewed checks over \$5,000 which includes typical monthly expenses such as food supplies, fuel, utilities, workers comp and charter flow through. Additionally, payments for outside SPED services, out of district tuition for SPED student, technology and safety hardware, consultant services related to GEER grant, VOTEC tuition, athletic software, concrete for playground, superintendent search firm services, enrollment projections, modular rent, alarm repair and monitoring services, 6th grade outdoor education, sports equipment, freezer repair, irrigation pump replacement, district radios and football headsets. The financial statements reflect financial activity through the end of September or 25% through the fiscal year. Revenues after allocation to charter school are 22.80% as a percentage of the general fund budget, while expenditures are at 23.47%. There are several cost centers over the 25% benchmark, some are due to large one time expenditures such as insurance premiums or expenses that are payables that will be reflected in last year's financial statements and some are due to capital projects that were completed early in the fiscal year.

7.5 Superintendent Report

Interim Superintendent William Dallas provided an update to the board on the Class Size Report which was shared with the board but the data within the report is embargoed until January. Additionally, he provided the boards a heads up about the upcoming recommendation to move forward with RTA Architects to facilitate the districts long range facility master plan.

8.0 PUBLIC COMMENT

Members of the public spoke to the board, the first was regarding the importance of having public comment at each board meeting. Mr. Robert Rowland shared he would like the board to reconsider having public comment at each board meeting to allow the public to provide feedback on topics being discussed on the agendas. Ms. Mary Powell then shared her similar sentiments in addition to offering support on policy review. She has experience as a para-legal and said she would be happy to sit on a policy review committee when one is set-up.

9.0 CONSENT AGENDA

A motion was made to approve the consent agenda 9.1-9.5.

Motion moved by Director Frumveller

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

9.1 New Hires/Re-Hires

Sean Snelling, Mechanic, Transportation

Jim Carriker, Special Ed Paraprofessional, EMS

Mark Ridlen, Custodian, EHS

Lara Urano, Math Interventionist, SHE

Paula Humphrey, Academic Advisor, EHS

9.2 Transfers/Changes



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Aaron Hunt, Special Ed Paraprofessional, RCE
Keith Kirkland, Counselor, EHS
Jeffrey Cannella, Trip Driver, Transportation

9.3 Employment Separations

Mandy Barton, Bus Driver, Transportation

9.4 Extra Duty Assignments

Casey Waters, Alternative Student Counselor, EHS
Keith Kirkland, Affective Needs Counselor, EHS
Dan Rupley, Hard to Fill Position, RCE
John Loutzenhiser, Teacher-Extra Class, EHS
Michelle Jones, Assistant Volleyball Coach, EHS

9.5 Monthly Financial Report

10.0 ACTION ITEMS

10.1 A motion was made to approve the Resolution for National Special Services Appreciation Month.

Motion moved by Director Frumveller
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

10.2 A motion was made to approve the Agreed upon Roles of the Superintendent.

Motion moved by Director Frumveller
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

10.3 A motion was made for the Approval of 22-23 Student Count.

Motion moved by Director Frumveller
Motion seconded by Director Blackham



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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

11.0 DISCUSSION ITEMS

11.1 Superintendent Search – Community Survey

The board discussed the importance of being specific in their questions for the community survey on requirements for the superintendent search. They want to ensure valid data is collected; but feel it is important to focus on high priority topics Director Booth and Director Olsen feel to be a concern for the district.

11.2 Superintendent Search – Job Requirements

The board discussed the job requirements for the Superintendent position, with Director Booth requesting not to have verbiage included that says "recommends a PHD". Director Booth felt as though making a recommendation in the job description would deter qualified candidates from applying and would reduce the size of the applicant pool. Director Karcher shared he felt that adding qualification recommendations would allow for more qualified candidates, possibly a smaller pool, but a more qualified pool of applicants. He also added these qualifications would be recommendations and not disqualify any applicants in the process. No decision was made, the board agreed to use the guidance of their hired search firm for requirements.

12.0 BOE PLANNING

12.1 The board will be attending the CASB Convention December 1-3, 2022 at the Broadmoor Hotel in Colorado Springs.

12.2 The next regular Board of Education meeting is scheduled for December 12, 2023, at 6 p.m.

13.0 EXECUTIVE SESSION

No executive session.

14.0 ADJOURNMENT

The regular board meeting adjourned at 7:50 p.m.



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Respectfully Submitted,

Cary A Karcher

Cary Karcher, President

Kim Frumveller

Kim Frumveller, Vice President

Craig M. Blackham

Craig Blackham, Secretary

Rhonda Olsen, Treasurer

Heather Booth, Assistant Secretary/Treasurer

Recorded by: Kristen Harris