

# ELIZABETH SCHOOL DISTRICT C-1 - RECORD OF PROCEEDINGS



ELIZABETH SCHOOL DISTRICT C-1  
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## BOARD OF EDUCATION BOARD ROOM, DISTRICT OFFICE MINUTES OF MEETING APPROVED November 12, 2012 (BUSINESS Meeting)

A Business Session Board meeting of the Elizabeth School District held on Monday, November 12, 2012, at the Board Room, District Office.

### 1.0 CALL TO ORDER

President Williams called BOE Meeting to order at 7:04 pm.

### 2.0 ROLL CALL

The following BOE directors were present:

Director Dee Lindsey  
Director Cindy Miller  
Director Deb Spenceley  
Director Chip Swan  
Director Chuck Williams

Also present: Superintendent, Douglas Bissonette  
Executive Administrative Assistant/Communication Specialist, Michele McCarron  
Director of Finance, Ron Patera

### 3.0 PLEDGE OF ALLEGIANCE

President Williams led the audience in the Pledge of Allegiance.

### 4.0 EDUCATION SHOWCASE

There was no education showcase.

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

A motion was made to approve the agenda as written.

Motion moved by Director Dee Lindsey

Motion seconded by Director Deb Spenceley

#### ROLL CALL:

Director Lindsey - aye  
Director Miller - aye  
Director Spenceley - aye  
Director Swan - aye  
Director Williams - aye  
The motion carried 5-0

### 6.0 APPROVAL OF MINUTES

## ELIZABETH SCHOOL DISTRICT C-1 - RECORD OF PROCEEDINGS

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6.1 Motion to approve the minutes from October 8, 2012 as written.

Motion Moved by Director Spenceley

Motion Seconded by Director Miller

ROLL CALL:

Director Lindsey - aye

Director Miller – aye

Director Spenceley – aye

Director Swan - aye

Director Williams - aye

The motion carried 5-0

6.2 Motion to approve the minutes from October 22, 2012 as written.

Motion Moved by Director Lindsey

Motion Seconded by Director Spenceley

ROLL CALL:

Director Lindsey - aye

Director Miller – aye

Director Spenceley – aye

Director Swan - aye

Director Williams - aye

The motion carried 5-0

### 7.0 COMMUNICATIONS

#### 7.1 DAC Survey – Principal Action Plan

The principals from each school of the Elizabeth School District presented their response plan to the DAC parent survey. All principals indicated they were making a concerted effort to improve.

#### 7.2 DAC Membership

Cathryn Reiber from DAC shared with the board of education the DAC membership for school year 2012-2013. President Chuck Williams signed the DAC Membership

#### 7.3 Chief Financial Officer Report

7.3A Budgeted Disbursements Exceeding \$5000.

Director Ron Patera reported cash on hand at \$5,073,878.61.

#### 7.3B Financial Statements for September

Director Ron Patera reported the statements represent activity through the end of September or 25% through the fiscal year.

#### 7.3C Audit Presentation

Wendy Swanhorst, from Swanhorst & Company LLC performed this year's audit. The primary purpose of the audit is to validate the schools financial statements and internal controls. No deficiency in controls.

#### 7.4 Superintendent Update

Superintendent, Douglas Bissonette, announced a number of awards for this fall athletic teams including coaches and individual athletes. Marching Band took 6<sup>th</sup> place at the state competition. EHS play "A Midsummer Night's Dream"

## ELIZABETH SCHOOL DISTRICT C-1 - RECORD OF PROCEEDINGS

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received reviews in the Elbert County News. Mr. Bissonette also shared the schools list of fundraising activities. He also gave an update on the Evaluation Effectiveness Committee and associated timeline.

### 7.5 BOE Update

Director Deb Spenceley attended the EMS play and complimented the staff and performers. Deb thanked the district for the work in preparing for the Election Day. Director Dee Lindsey commented on the number of teachers working offline hours to assist our students. President Chuck Williams extended appreciation to Legacy Academy for their time in sharing their experience in utilizing IPADs in the classroom. Director Cindy Miller presented her insights from the Fall Conference and Delegate Assembly that she attended on October 19-20, 2012.

Board members and the superintendent will be attending the Colorado Association of School Boards (CASB) 72<sup>nd</sup> Annual Convention later this month.

### 7.6 Public Participation

No public participation

## 8.0 CONSENT AGENDA

### 8.1 New Hires

Vicki Neer, Bus/Trip Driver, Transportation

### 8.2 Terminations/Resignations

Haley Wilkins, Frontier Childcare para, FHS

### 8.3 Transfers/Changes

Erynn Bourdo, Math Teacher, EHS

Shannon Doyle, Math Teacher, FHS

Tamara Meyers, HR Tem, Business Office

### 8.4 Substitutes

Azam Dejpour, Health Aide sub

Vivian Newbury, Frontier Childcare

### 8.5 Coaches and Sponsors

### 8.6 Contract with Children's Hospital for athletic trainer services

A motion to approve the consent agenda, 8.1-8.6 as presented

Motion Moved by Director Spenceley

Motion Seconded by Director Swan

ROLL CALL:

Director Lindsey – aye

Director Miller - aye

Director Spenceley – aye

Director Swan - aye

Director Williams - aye

The motion carried 5-0

## 9.0 ACTION ITEMS

A motion was made to approve 9.1 Transfers/changes tabled from previous BOE meeting 10/22/12.

Motion moved by Director Swan

Motion seconded by Director Miller

ROLL CALL:



## ELIZABETH SCHOOL DISTRICT C-1 - RECORD OF PROCEEDINGS

---

Director Lindsey – aye  
Director Miller - aye  
Director Spenceley – aye  
Director Swan - aye  
Director Williams - aye  
The motion carried 5-0

A motion was made to approve 9.2 Sun Country Dedicated Property.

Motion moved by Director Miller  
Motion seconded by Director Lindsey

ROLL CALL:  
Director Lindsey – aye  
Director Miller - aye  
Director Spenceley – aye  
Director Swan - aye  
Director Williams - aye  
The motion carried 5-0

### 10.0 DISCUSSION ITEMS

#### 10.1 IAC Update

Chris Richardson, Chairman, IAC, presented an update on the committee's work. Site visits will start in December. IAC will be providing a preliminary analysis report at the January board meeting with a final report in March.

10.2 Sick Leave Bank Checklist was discussed.

10.3 Draft Calendar for School Year 2012-2013 was shared. Feedback from parents on the draft calendar was also shared.

### 11.0 BOARD PLANNING

The BOE discussed possible strategic topics for the BOE Retreat on 11/28/12.

### 12.0 ADJOURNMENT

The board meeting adjourned at 10:43 pm.

Respectfully Submitted,

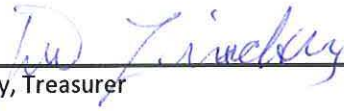


Charles Williams, President

Cindy Miller, Vice President



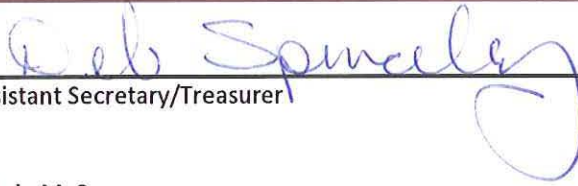
Chip Swan, Secretary



Dee Lindsey, Treasurer

## ELIZABETH SCHOOL DISTRICT C-1 - RECORD OF PROCEEDINGS

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Deb Spenceley, Assistant Secretary/Treasurer

Recorded by: Michele McCarron

Approved