



## RECORD OF PROCEEDINGS

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**BOARD OF EDUCATION  
BOARD ROOM, DISTRICT OFFICE  
MINUTES OF MEETING  
April 23, 2018 (Work Session Meeting)**

A Work Session Board Meeting of the Elizabeth School District was held on Monday, April 23, 2018, in the Board Room, District Office.

### **1.0 CALL TO ORDER**

President Carol Hinds called the Work Session BOE Meeting to order at 5:01 p.m.

### **2.0 WORKSHOP – FACILITIES MASTER PLAN**

The Facilities Master Plan team, including Cooperative Strategies, Wold and JHL, presented the community survey results, utilization/capacity analysis findings, facility condition and educational adequacy assessments, and enrollment projections.

### **3.0 ROLL CALL**

#### **ROLL CALL:**

The following BOE Directors were present:

Director Paul Benkendorf

Director Carol Hinds

Director Cary Karcher

Director Dee Lindsey

Director Richard Smith

Also present: Superintendent Douglas Bissonette  
Elizabeth High School Principal Bret McClendon  
Communications Director Melissa Hoelting

### **4.0 PLEDGE OF ALLEGIANCE**

Carol Hinds led the audience in the Pledge of Allegiance.

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

A motion was made to approve the **amended** agenda.

Motion moved by Director Smith

Motion seconded by Director Karcher

#### **ROLL CALL:**

Director Paul Benkendorf – aye

Director Carol Hinds – aye

Director Cary Karcher – aye

Director Dee Lindsey – aye

Director Richard Smith – aye

The motion carried 5-0



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### 6.0 APPROVAL OF MINUTES

6.1 A motion was made to approve the minutes from the April 9, 2018, Elizabeth Schools Board of Education meeting.

Motion Moved by Director Lindsey

Motion Seconded by Director Benkendorf

#### ROLL CALL:

Director Paul Benkendorf – aye

Director Carol Hinds – abstain

Director Cary Karcher – aye

Director Dee Lindsey – aye

Director Richard Smith – aye

The motion carried 4-0

### 7.0 EDUCATION SHOWCASE

#### 7.1 Elizabeth High School Showcase

Elizabeth High School Principal Bret McClendon shared highlights from the school year with the Board of Education.

The third annual Big Help Community Service Day, sponsored by EHS Student Council, took place on April 25. This is the second year that the entire school participated and the first year that Frontier High School students also participated. The students volunteered at more than 20 locations throughout the community.

National Honor Society students hosted a schoolwide Wish Week to raise money to grant the wish of a 7-year-old with Cerebral Palsy who requested a service dog. This is the first time NHS has taken on a schoolwide project.

The ASPIRE (Adult Students Preparing for Independence Responsibility and Employment) program led by Anne DeWeese was launched this school year. The program helps 18 to 21-year-old students who have significant needs become self-sufficient. Currently, 4 students are in the program with more expected next year. Principal McClendon said he hasn't seen a program have more impact on kids than ASPIRE.

Leanne Cook has taken on a career prep specialist role this year at EHS and she's done a tremendous job getting students to visit colleges. She organized the college fair in March that brought in more than 40 colleges and technical schools. The fair was very well attended and received great feedback. Principal McClendon plans to expand the school's college and career readiness efforts.

Principal McClendon has been visiting with other schools to explore partnerships that could provide students with learning options that aren't currently available or the school is not able to provide, such as agricultural and auto programs. Any partnership would most likely require a change in EHS' current bell schedule.

EHS counseling facilitated a survey recently with 83% of staff and 80% of students responding. The survey indicates there are some issues with how individuals treat one another that need to be tackled and the school will involve students in the solution. Here are a few takeaways from the survey:

- 46% of staff and 52% of students think classmates are accepting of one another
- 80% of staff said they understand what life is like outside of school for students while 76% of students said staff does not understand what life is like for them outside of school
- 74% of staff feel school administration conveys expectations
- 91% of staff think school administration respects students
- 50% of students believe they and their peers care about learning
- 51% of students said they and their peers treat each other with respect
- 93% of students feel safe at school



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- There were similarities between staff and students response to top 15 things to work on, which included time management, study skills, and anxiety/depression

### **8.0 COMMUNICATION**

#### **8.1 Superintendent Update**

Superintendent Bissonette shared the second semester Class Size Report. The district's situation is very good in terms of teacher-to-student ratios. The biggest area that stands out is that SHE had two grade levels that had higher than desired class sizes – 28 kids each. In third grade, one class had 24. Had aides to help in some of the classes with higher than desired ratios.

### **9.0 CONSENT AGENDA**

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

Motion Moved by Director Karcher

Motion Seconded by Director Lindsey

#### **ROLL CALL:**

Director Paul Benkendorf – (momentarily stepped out of the meeting)

Director Carol Hinds – aye

Director Cary Karcher – aye

Director Dee Lindsey – aye

Director Richard Smith – aye

The motion carried 4-0

#### 9.1 New Hires

Wilma Kaeding, Custodian, RCE

Nicole Johnson, Custodian, EHS

Monty Bernard, Custodian, EMS

#### 9.2 Resignations

Mary Walsh, Speech Language Pathologist, Districtwide

Catherine Klick, Sped Para, RCE

Paige Weston, Teacher, SHE

Nicole MacHale, Sped Para, EMS

Ione Blakeley, Admin Specialist, Superintendent's Office

#### 9.3 Substitutes

James Stanley, Driver

#### 9.4 Approval of Director of Human Resources Cell Phone Reimbursement

#### 9.5 Approval of Frontier High School Alternative Education Campus Designation Renewal





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### 10.0 ACTION ITEMS

10.1 A motion was made to approve the first reading of revised policy GCE/GCF – Professional Staff Recruiting/Hiring  
Motion Moved by Director Smith  
Motion Seconded by Director Lindsey

#### ROLL CALL:

Director Paul Benkendorf – aye  
Director Carol Hinds – aye  
Director Cary Karcher – aye  
Director Dee Lindsey – aye  
Director Richard Smith – aye

The motion carried 5-0

10.2 A motion was made to approve the first reading of revised regulation GCE/GCF-R – Professional Staff Recruiting/Hiring Regulation  
Motion Moved by Director Benkendorf  
Motion Seconded by Director Karcher

#### ROLL CALL:

Director Paul Benkendorf – aye  
Director Carol Hinds – aye  
Director Cary Karcher – aye  
Director Dee Lindsey – aye  
Director Richard Smith – aye

The motion carried 5-0

10.3 A motion was made to approve the first reading of revised policy GCKAA – Teacher Displacement  
Motion Moved by Director Karcher  
Motion Seconded by Director Smith

#### ROLL CALL:

Director Paul Benkendorf – aye  
Director Carol Hinds – aye  
Director Cary Karcher – aye  
Director Dee Lindsey – aye  
Director Richard Smith – aye

The motion carried 5-0

10.4 A motion was made to approve the first reading of revised regulation GCKAA-R – Teacher Displacement Regulation  
Motion Moved by Director Lindsey  
Motion Seconded by Director Smith

#### ROLL CALL:

Director Paul Benkendorf – aye  
Director Carol Hinds – aye  
Director Cary Karcher – aye



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Director Dee Lindsey – aye  
Director Richard Smith – aye

The motion carried 5-0

10.5 A motion was made to approve first reading of revised policy GDA – Support Staff Positions  
Motion Moved by Director  
Motion Seconded by Director

ROLL CALL:

Director Paul Benkendorf – aye  
Director Carol Hinds – aye  
Director Cary Karcher – aye  
Director Dee Lindsey – aye  
Director Richard Smith – aye

The motion carried 5-0

10.6 A motion was made to approve the first reading of revised policy GDE/GDF – Support Staff Recruiting/Hiring  
Motion Moved by Director Lindsey  
Motion Seconded by Director Benkendorf

ROLL CALL:

Director Paul Benkendorf – aye  
Director Carol Hinds – aye  
Director Cary Karcher – aye  
Director Dee Lindsey – aye  
Director Richard Smith – aye

The motion carried 5-0

10.7 A motion was made to approve first reading of revised regulation GDE/GDF-R – Support Staff Recruiting/Hiring Regulation  
Motion Moved by Director Benkendorf  
Motion Seconded by Director Karcher

ROLL CALL:

Director Paul Benkendorf – aye  
Director Carol Hinds – aye  
Director Cary Karcher – aye  
Director Dee Lindsey – aye  
Director Richard Smith – aye

The motion carried 5-0

10.8 A motion was made to approve a resolution in support of teachers and state funding  
Motion Moved by Director Karcher  
Motion Seconded by Director Smith



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### ROLL CALL:

Director Paul Benkendorf – aye  
Director Carol Hinds – aye  
Director Cary Karcher – aye  
Director Dee Lindsey – aye  
Director Richard Smith – aye

The motion carried 5-0

An amendment to motion 10.8 was made to pass the resolution with a final draft from Communications  
Director Melissa Hoelting.  
Motion Moved by Director Karcher  
Motion Seconded by Director Benkendorf

### ROLL CALL:

Director Paul Benkendorf – aye  
Director Carol Hinds – aye  
Director Cary Karcher – aye  
Director Dee Lindsey – aye  
Director Richard Smith – aye

The motion carried 5-0

### 11.0 DISCUSSION ITEMS

#### 11.1 Facilities Master Plan

The board asked questions about and discussed elements of the Facilities Master Plan workshop presentation. A community meeting will take place on May 9 where the master plan information will be shared and attendees will have an opportunity to provide feedback.

### 12.0 BOE PLANNING

The next regular Board of Education meeting is scheduled for Monday, May 7, at 6 p.m.

### 13.0 EXECUTIVE SESSION

A motion was made to move into Executive Session under C.R.S 24-6-402 (4)(f) Personnel matters – discussion of matters specific to particular employees; middle and high school principals and athletic directors

Motion Moved by Director Smith  
Motion Seconded by Director Lindsey

### ROLL CALL:

Director Paul Benkendorf – aye  
Director Carol Hinds – aye  
Director Cary Karcher – aye  
Director Dee Lindsey – aye  
Director Richard Smith – aye

The motion carried 5-0

### 14.0 ADJOURNMENT

The regular board meeting adjourned at 7:46 p.m.



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### EXECUTIVE SESSION

The board entered Executive Session and the following were present:

Director Paul Benkendorf

Director Carol Hinds

Director Cary Karcher

Director Dee Lindsey

Director Richard Smith

Superintendent Douglas Bissonette

Communications Director Melissa Hoelting

Elizabeth High School Principal Bret McClendon

EHS Assistant Principal and Athletic Director Gentry Nixon

Elizabeth Middle School Principal Pam Eschief

EMS Assistant Principal Ray Hirman

Respectfully Submitted,

Carol Hinds, President

Dee Lindsey, Vice President

Paul Benkendorf, Secretary

Cary Karcher, Treasurer

Richard Smith, Assistant Secretary/Treasurer

Recorded by: Melissa Hoelting