



## RECORD OF PROCEEDINGS

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**BOARD OF EDUCATION  
BOARD ROOM, DISTRICT OFFICE  
MINUTES OF MEETING  
September 13, 2021 (Business Session)**

A Business Session Board Meeting of the Elizabeth School District was held on September 13, 2021 in the Board Room, District Office.

### **1.0 CALL TO ORDER**

President Carol Hinds called the Business Session BOE Meeting to order at 5:15 p.m.

### **2.0 ROLL CALL:**

The following BOE Directors were present:

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

Also present: Superintendent Douglas Bissonette, Chief Finance Director Ron Patera, HR Director Kin Shuman, and Technology Director Marty Silva, and Executive Assistant Kristen Harris. Additionally, Realtor Nick Beach was present during the executive session.

### **3.0 EXECUTIVE SESSION**

A motion was made to move into executive session under C.R.S. 24-6-402 (4)(a) to discuss the purchase, acquisition, lease, transfer or sale of any real, personal or other property.

Motion moved by Director Karcher

Motion seconded by Director Benkendorf

#### **ROLL CALL:**

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

The motion carried 4-0

The board moved into executive session at 5:16PM.

The board left executive session at 6:07PM and took a ten minute break before re-entering into regular session at 6:16PM.

### **4.0 PLEDGE OF ALLEGIANCE**

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

### **4.0 EDUCATION SHOWCASE/RECOGNITIONS**

*No education showcase/Recognitions*

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

A motion was made to approve the agenda.

Motion moved by Director Benkendorf

Motion seconded by Director Karcher



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### ROLL CALL:

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

The motion carried 4-0

### 6.0 APPROVAL OF MINUTES

6.1 A motion was made to approve the minutes from the August 23, 2021, Elizabeth Schools Board of Education meeting.

Motion moved by Director Frumveller

Motion seconded by Director Benkendorf

### ROLL CALL:

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

The motion carried 4-0

6.2 A motion was made to approve the minutes from the August 30, 2021, Elizabeth Schools Board of Education special meeting.

Motion moved by Director Karcher

Motion seconded by Director Frumveller

### ROLL CALL:

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

The motion carried 4-0

### 7.0 COMMUNICATIONS

#### 7.1 HR Update

HR Director Kin Shuman provided an update to the board on the current active hiring process for this school year (21-22). Majority of the open positions have been filled, the positions within the district special services group are harder to fill (i.e. paraprofessionals). The district has had an increase in special education students this year; requiring more special services support. The district has currently hired six (6) paraprofessionals, which is still not enough to cover the need. In addition, hiring substitute paraprofessionals has been difficult; the district currently has eight (8) substitute paraprofessionals, which is not enough to cover the need. Over at the high school there is now a part-time registered nurse to replace the part-time health technician. Interviews also began for the Director of School Safety and Planning, which they are looking to hire within the next couple of weeks.

#### 7.2 Technology Update

Technology Director Marty Silva shared the results from the Tech Survey distributed in May of 2021. Each May the Technology Department provides a survey of (20) questions to all staff to get an idea of how technology is used in



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the district and areas of improvement. This year they received a total of (150) responses, (100) of which were teachers; the remaining (50) were administration and classified staff. One of the questions asked was "how important is technology in your classroom"; 44% of the responses said it was essential. The data collected around technological proficiency is used to adjust trainings around professional development.

### 7.3 Financial Update

Chief Financial Director Ron Patera reviewed checks over \$5,000 which included typical monthly expenses. Additionally there were payments for curriculum purchases, several tech related purchases throughout the district, air filters, AP exams, engine repair, sports uniforms, wall sign, concrete repair, replaced HVAC unit, parking lot usage, restripe parking lots, gym floor refinishes and renewal of tech licenses. Financial statements are for activity through the end of July, therefore that is only one month into the new fiscal year. On a percentage basis that is 8.33% through the year. General Fund Revenues after charter allocations are at 4.46% and expenditures are at 8.08%. Since the financial statement reflects revenues and expenses for the month of July there is not very much activity in the other funds, but they are attached for your review. A word of caution, though these statements are on a cash basis, which means there is some revenues and expenses reported in these statements that will be ultimately accounted for in the prior year after final journal entries are made.

### 7.4 Superintendent Update

Superintendent Bissonette informed the board the state released the growth testing data from spring, the state decided to measure growth on two levels this year, cohort (above 50% in normal range) and baseline (current student progress against previous year expectations). Fifth grade English Language Arts 51% baseline, cohort 55%, and seventh grade were 60% baseline, 70.5% cohort. Math testing for sixth grade had a 39% baseline, 54% cohort and eighth grade 41% baseline, 58% cohort. The data shows district students have above median state growth percentiles will require more time to analyze data. Moving on to the start of the school year, schools have begun taking field trips, both students and staff are happy to be back. The staff has done an amazing job of getting students back into the rhythm, working to reintegrate the students who were 100% online last year. Teachers at every level have developed protocols to support students at home when they are healthy, but staying home because someone at home is waiting on a covid test/showing symptoms. Including looking at synchronous and asynchronous instruction, how to monitor students work and making it easy for the students to stay engaged. It has been much less disruptive to students to not use the quarantine methods based on exposure from last year, allowing more students to stay in school when they are healthy. The district continues to encourage parents to speak with the District Nurse to air on the side of caution and keep students home when showing symptoms of being sick. Lastly, the district is providing parents the free at home covid rapid tests to be able to make decisions based on factual information.

### 8.0 PUBLIC COMMENT

Community member Roxanne Aviles spoke to the board regarding the districts handling of the pandemic. She requested the board implement more safety protocols, including mask mandates in the district.

### 9.0 CONSENT AGENDA

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

Motion moved by Director Benkendorf

Motion seconded by Director Frumveller

#### ROLL CALL:

Director Paul Benkendorf - aye

Director Kim Frumveller - aye

Director Carol Hinds - aye

Director Cary Karcher - aye

The motion carried 4-0

#### 9.1 New Hires/Re-Hires





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Meghan Peery, Special Ed Paraprofessional, Opportunity Program  
Mike Hammer, Special Ed Paraprofessional, EMS  
Miya Torres, Cook, Food Services  
Rosalyn Seale, Athletic Secretary, EHS  
Riley Nelson, Special Ed Paraprofessional, SHE/PS  
Emileigh Reimers, Lunch/Recess Para, RCE

### 9.2 Transfers/Changes

Debra Vieweg, Special Ed Paraprofessional, Opportunity Program  
Janet Crenshaw, HTI Concurrent Enrollment and Certificate Coordinator, EHS

### 9.3 Substitutes

Cathy Norwood, Substitute Teacher  
Megan Wieden, Substitute Teacher  
Andel Chamberlain, Substitute Teacher  
Kristina McMahan, Substitute Paraprofessional  
Peggy Schnell, Substitute Paraprofessional  
Megan Craft, Substitute Paraprofessional  
Denise Gerhardt, Substitute Paraprofessional

### 9.4 Extra Duty Assignments

Janel Chisholm, Additional Duties, Special Services

### 9.5 Monthly Financial Report

## **10.0 ACTION ITEMS**

10.1 A motion was made to approve the 1<sup>st</sup> and final reading of revised policies CBB, Recruitment of Superintendent and GDBC, Support Staff Supplementary Pay/Overtime.

Motion moved by Director Frumveller

Motion seconded by Director Karcher

### ROLL CALL:

Director Paul Benkendorf - aye

Director Kim Frumveller - aye

Director Carol Hinds - aye

Director Cary Karcher - aye

The motion carried 4-0

## **11.0 DISCUSSION ITEMS**

*No discussion items*

## **12.0 BOE PLANNING**

The next regular Board of Education meeting is scheduled for September 27, 2021, at 6 p.m.

## **13.0 EXECUTIVE SESSION**

*No additional executive session*

## **14.0 ADJOURNMENT**

The regular board meeting adjourned at 7:17 p.m.



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Respectfully Submitted,

Carol Hinds, President

Cary Karcher, Vice President

Paul Benkendorf, Secretary

Kim Frumveller, Treasurer

Recorded by: Kristen Harris

