



**Elizabeth**  
**SCHOOL DISTRICT**

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**RECORD OF PROCEEDINGS**

**BOARD OF EDUCATION**  
**BOARD ROOM, DISTRICT OFFICE**  
**MINUTES OF MEETING**  
**February 28, 2022 (Working Session)**

A Work Session Board Meeting of the Elizabeth School District was held on Monday, February 28, 2022, in the Board Room, District Office.

**1.0 CALL TO ORDER**

President Cary Karcher called the Work Session BOE Meeting to order at 6:01 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: Superintendent Douglas Bissonette, Executive Assistant Kristen Harris and Running Creek Elementary Principal Robin Hunt.

**3.0 PLEDGE OF ALLEGIANCE**

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

**4.0 EDUCATION SHOWCASE**

Running Creek Principal Robin Hunt provided an update of the exciting ways they are incorporating the graduate profile competencies in their daily activities at Running Creek Elementary. Some of the fun ways the staff and students are incorporating being "leaders" in their activities includes 4<sup>th</sup> and 5<sup>th</sup> graders taking on new challenges with the Spelling Bee. RCE ambassadors represent the school during the homecoming parade. Fifth graders lead kindergarteners in reading and working together. Through STEM activities 4<sup>th</sup> graders learn and practice collaboration. Additionally, RCE first LEGO League Robotics competed against fifteen teams from Colorado, by programming their robot to complete challenges in 2.5 minutes! Over in second grade, they learned about veterans and developed empathy for all who served in the armed services, they even took a field trip to see the local memorial. During Focused Modeled Writing, first graders effectively communicate things they saw "good writers do". Kindergarteners had an opportunity to communicate the creative ways they celebrated the first 100 days of school. Lastly, students apply their knowledge on the many different field trips taken throughout the year, and 4<sup>th</sup> graders even had an opportunity to show their entrepreneurial skills selling hot cocoa to raise funds to beautify the outside of the school.

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

A motion was made to approve the amended agenda to include 8.7 Termination of Consideration of Resolution to Declare Property Surplus and Authorizing Conveyance Pursuant to Contract to Buy and Sell Real Estate under consent agenda items.

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

## **6.0 APPROVAL OF MINUTES**

6.1 A motion was made to approve the minutes from the February 14, 2022, Elizabeth Schools Board of Education meeting.

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

## **7.0 COMMUNICATIONS**

### **7.1 Superintendent Update**

Superintendent Bissonette shared an optimistic update on covid, in the last week our district nurse didn't receive any communications around covid. Restrictions are being lifted around the country and things are slowly moving back to prepandemic life. In a follow-up from the previous meeting on the new district position, Director of Operations, the preliminary job description was shared with leadership and received some valuable feedback. It was suggested moving operations away from being under the CFO would be more conducive for the position and growth in the district, allowing the CFO to focus on finances. The new position is going to continue to be explored and possibly expanding to include educational components in addition to operations. Next steps, would be to revise the job description and bring it to the next board meeting for further discussion.

## **8.0 CONSENT AGENDA**

A motion was made to approve Consent Agenda items 8.1-8.7.

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

### **8.1 Transfers/Changes**

Rebecca Majeres, Special Ed Paraprofessional, RCE/PS

Dawn Millard, Lunch/Recess Paraprofessional, RCE

Dawn Millard, Special Ed Paraprofessional, RCE  
Michael Corcoran, Special Ed Paraprofessional, RCE  
Linda Deleshaw, Special Ed Paraprofessional, RCE/PS

8.2 Employment Separations

Request for extension of resignation date for Tiffany Khoury, Teacher, SHE

8.3 Extra Duty Assignments

Katrina Wright, Bus Driver, Transportation  
Anne Ebbert, Teacher, Opportunity Program  
Eric Crow, Teacher, Opportunity Program  
Cheryl Martin, Teacher, Opportunity Program

8.4 Superintendent Contract Renewal

8.5 Substitutes

Heather Rohlwing, Substitute Teacher  
Dan Carter, Substitute Teacher

8.6 Classified Sick Bank Requests

8.7 Termination of Consideration of Resolution to Declare Property Surplus and Authorizing Conveyance Pursuant to Contract to Buy and Sell Real Estate

**9.0 ACTION ITEMS**

9.1 A motion was made for the 2<sup>nd</sup> Reading of New Policy GBGL – Staff Victim Leave.  
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

9.2 A motion was made for the 2<sup>nd</sup> Reading of Revised Policies BID/BIE – School Board Member Compensation/Expenses/Insurance/Liability and GBGG – Staff Paid Leave.  
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



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**RECORD OF PROCEEDINGS**

The motion carried 5-0

**10.0 DISCUSSION ITEMS**

*No Discussion Items*

**11.0 BOE PLANNING**

The next regular Board of Education meeting is scheduled for Monday, March 14, 2022 at 6 p.m.

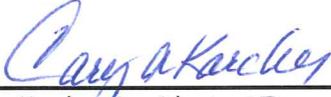
**12.0 EXECUTIVE SESSION**

*No Executive Session*

**13.0 ADJOURNMENT**

The regular board meeting adjourned at 6:41 p.m.

Respectfully Submitted,



Cary Karcher, President



Kim Frumveller, Vice President



Craig Blackham, Secretary



Rhonda Olsen, Treasurer



Heather Booth, Assistant Secretary/Treasurer

Recorded by: Kristen Harris