



RECORD OF PROCEEDINGS

**BOARD OF EDUCATION
BOARD ROOM, DISTRICT OFFICE
MINUTES OF MEETING
January 31, 2022 (Special Meeting)**

A Special Board Meeting of the Elizabeth School District was held on January 31, 2022 in the Board Room, District Office.

1.0 CALL TO ORDER

President Cary Karcher called the Special BOE Meeting to order at 5:59 p.m.

2.0 ROLL CALL:

The following BOE Directors were present:

Director Craig Blackham - aye
Director Heather Booth - aye
Director Kim Frumveller - no
Director Cary Karcher - aye
Director Rhonda Olsen - aye

Also present: Superintendent Douglas Bissonette, Chief Finance Director Ron Patera, and Executive Assistant Kristen Harris.

3.0 PLEDGE OF ALLEGIANCE

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

4.0 APPROVAL OF AGENDA/ADDITIONS/DELETIONS/BLANKET MOTION

A motion was made to approve the agenda.

Motion moved by Director Blackham

Motion seconded by Director Booth

ROLL CALL:

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

The motion carried 4-0

5.0 CONSENT AGENDA

A motion was made to approve the consent agenda 5.1-5.3.

Motion moved by Director Olsen

Motion seconded by Director Blackham

ROLL CALL:

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



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The motion carried 4-0

9.1 Transfers/Changes

Holly Bakke, Bus Driver, Transportation

Tiara Noe, Transportation Coordinator, Transportation

9.2 Employment Separations

Beth Schneider, Speech Language Pathologist, District Wide

Sandra Tucker, Bus Driver, Transportation

Tiffany Khoury, Teacher, SHE

9.3 Substitutes

Summer Day, Substitute Teacher and Paraprofessional

6.0 COMMUNICATIONS

6.1 This is a State requirement to ensure that BOE is aware of the possibility that some funds will use a portion of the beginning fund balance to balance the budget. The 21-22 budget has a higher starting fund balance. Due to all the changes that are seemingly happening on a weekly basis, I anticipate that we will have to do a supplemental budget between now and the end of the fiscal year. As noted in the cover memo there were several reasons listed that impact expenditures, including a large increase in capital expenses.

On the revenue side there were normal changes based on enrollment from the state, but there are other changes. The school finance act increased due to a larger than anticipated increase in enrollment. The district is receiving larger than anticipated improvement fee collections from developers. The district has received more grants since the beginning of the year, including career success pilot program and air quality. Since the district closed our books we were able to reconcile the anticipated revenues from grants that are still active from last year to the actual revenues collected last year, and we now have better assumptions. In other words, we have a better idea how much we will be receiving from grants this year, since the original budget was approved in June. Additionally, we received information from Colorado Department of Education (CDE) that the legislature is considering a mid-year supplemental budget which if passed in its form, would buy down the BS factor and increase our funding by \$371k on an ongoing basis and then there would also be a one-time payment to our district of \$74K.

For the pupil activity fund we increased the transfer from the previous increase at the beginning of the year. However, staff will need to keep a close eye on this for unexpected changes that might occur, plus we will have a couple more months of data. For food service, the change was noted earlier and the balances of the smaller funds were noted in the memo. Frontier proceeds are not in this budget because staff did not feel comfortable entering the tentative proceeds.

7.0 ACTION ITEMS

7.1 A motion was made to approve the 2021-2022 Budget Revisions.

Motion moved by Director Blackham

Motion seconded by Director Booth

ROLL CALL:

Director Craig Blackham - aye

Director Heather Booth - aye

Director Cary Karcher - aye

Director Rhonda Olsen - aye

The motion carried 4-0



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7.2 A motion was made to approve the Fund Balance Resolution.

Motion moved by Director Booth

Motion seconded by Director Olsen

ROLL CALL:

Director Craig Blackham - aye

Director Heather Booth - aye

Director Cary Karcher - aye

Director Rhonda Olsen - aye

The motion carried 4-0

8.0 ADJOURNMENT

The regular board meeting adjourned at 6:50 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

