

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 FINAL SEPTEMBER 10, 2012 (BUSINESS SESSION)

A Business Session Board meeting of the Elizabeth School District was held on Monday, September 10, 2012, at the Board Room, District Office.

1.0 CALL TO ORDER

President Williams called the Business Session BOE Meeting to order at 7:02 pm.

2.0 ROLL CALL

The following BOE directors were present:

Director Dee Lindsey
Director Deb Spenceley
Director Chuck Williams

Director Swan and Director Miller were not present at the meeting due to conflicts in schedule.

Also present: Superintendent, Douglas Bissonette
Exec. Admin Assistant/Comm. Spec., 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

Brandon Diviness from Scout Troop 636 shared information on the Garden Project. The new garden outside the District Office was Brandon's Eagle Scout Project. The project required community service to a nonprofit organization. Brandon discussed his ideas and obtained approval for the project from Superintendent Bissonette. Brandon demonstrated leadership; he developed the plan and coordinated the implementation of the new Garden. Brandon received a great deal of support from the troop, the community donations, and support from his family. The BOE extended their thanks to Brandon for the work he did. The garden looks great.

5.0 APPROVAL OF AGENDA/ADDITIONS/DELETIONS/BLANKET MOTION

A motion to add Sped Update to Communications 7.0A

Motion Moved by Director Lindsey
Motion Seconded by Director Spenceley

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ROLL CALL:

Director Lindsey - aye
Director Spenceley - aye
Director Williams - aye
The motion carried 3-0

6.0 APPROVAL OF MINUTES

6.1 Motion to approve the minutes from August 27, 2012 as written.

Motion Moved by Director Spenceley
Motion Seconded by Director Lindsey

ROLL CALL:

Director Lindsey - aye
Director Spenceley - aye
Director Williams - aye
The motion carried 3-0

7.0 COMMUNICATIONS

7.0A SpEd update by Kim Morrison

Kim Morrison gave an update on her activities since she was hired in May. Kim taught an IEP writing class at the summer learning academy. Over the summer she attended training on SB191. She has spent a great deal of time meeting with each principal and sped personnel. She's been spending time in the classroom observing the SpEd students at the schools. She's also been attending IEP meetings with teachers and parents. Kim conducted the first SpEd meeting today and will conduct a monthly meeting of SpEd Personnel. Kim has also been working closely with ECBOCES. Kim is pursuing her director's license and is enrolled at UNC.

7.1 Chief Financial Officer Update

7.1A Budgeted Disbursements Exceeding \$5000

Director of Finance, Ron Patera reported on budgeted disbursements exceeding \$5000. Ron Patera explained, most of the expenditures are typical monthly expenses, relatively close to the prior years' expense, except for the flow through for Legacy due to their enrollment increase and their construction grant. FHS paid for their licenses for their online program, the new ac unit for the server room at EMS, and the upgrade for the security system at EHS. Ron Patera also mentioned that all Wells Fargo credit card statements and reports are online at the Finance Department's Webpage.

7.1B Financial Statements for July

Ron Patera reported on the financial statements for the activity through the end of July, which is only one month into the new fiscal year. On a percentage basis that is 8.33% through the year. Revenues after charter allocations are at 5.18% and expenditures are at 8.25%. Overall spending closely mirrored last year's spending but was up slightly mostly due to the step increases. Some of the other funds had little or no activity, such as food service and pupil activity revenues, since the statements reflect transactions that occurred over the summer.

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7.2 Superintendent Update

Superintendent Douglas Bissonette reported that current enrollment is higher than we projected in the budget. Our budget projected a decrease in students. There is an increase at EHS and increases at the elementary schools. Flat enrollment at the middle school and down in enrollment at FHS. *We are not planning on additional staffing at this time, related to the overall enrollment number.*

Transportation Dept. is working on hiring a more drivers. 19 applications were processed and we hired three. We go through rigorous testing; making sure it is a good fit. We still need three drivers and a broader *substitute pool*.

Douglas Bissonette also mentioned that the HR transition is going smoothly. Tammy Meyers has picked up several *responsibilities as extra duty*. Kellie will be doing some duties remotely.

MAP testing is now going on at the elementary and middle school.

Athletics and activities are under way. EHS is in the Colorado 7 league with new set of competitors.

Legacy has pulled out of using Elizabeth Schools food service. Need to continue to work through the issues and implications.

Douglas Bissonette also reported that it has been quite warm in the elementary schools these days. Students and teachers are managing through this hot season, there is light at the end of the tunnel, fall is just around the corner.

We are moving forward to implementing the Medicaid reimbursement billing, *which allows the district to be reimbursed for services we were providing for students on Medicaid.*

7.3 BOE Update

Director Deb Spenceley has been visiting the elementary and middle schools. Director Dee Lindsey the value of the BOE retreat and thought it was very productive. Director Chuck Williams continued on these comments mentioning the value of Randy Black, from CASB assistance in facilitating the meeting. The BOE members gained a great deal from the event including aligning on core values and board's priorities. Randy Black was complimentary on Elizabeth's Board.

8.0 CONSENT AGENDA

8.1 New Hires

- 8.1A Megan Ramsey, Athletic Training, EHS
- 8.1B Steven Sioma, Para Cafeteria, RCE
- 8.1C Chris Brown, Para Playground, RCE
- 8.1D Amy Boss, SpEd Para, RCE

8.2 Terminations/Resignations

- 8.2A Sally Reinhardt, Cook, RCE
- 8.2B Tracy Jouett, Secretary/Registrar, FHS
- 8.2C Pamela Croswhite –Yocom, SpEd Para, EHS

8.3 Transfers/Changes

- 8.3A Lauren Smith, PE Teacher, RCE
- 8.3B Jamie Glazebrook, Para Playground RCE
- 8.3C Kelsie Patrick, Site Program Leader, Kids Club

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8.3D Kelsie Patrick, SpEd Para, RCE/PS
8.3E Richard Manjeot, Head Custodian, EHS
8.3F Kim Stanton, Head Custodian, FHS
8.3G Stephanie Burch, SpEd Para, RCE/PS
8.3H Marcella Neff, Teacher, EHS

8.4 New Substitutes

Gina Hatch, Sped Bus Para
Steven Sioma, Bus Driver
Vicki Miller, Teacher

8.5 Disposition of District Property

A motion to approve the consent agenda, as presented.

Motion Moved by Director Lindsey
Motion Seconded by Director Spenceley

ROLL CALL:

Director Lindsey - aye
Director Spenceley - aye
Director Williams - aye
The motion carried 3-0

9.0 ACTION ITEMS

9.1 IAC Committee Selection

A motion to approve IAC Committee Selection, as presented.

Motion Moved by Director Spenceley
Motion Seconded by Director Director Lindsey

ROLL CALL:

Director Lindsey - aye
Director Spencely - aye
Director Williams - aye
The motion carried 3-0

10.0 DISCUSSION ITEMS

10.1 1338 Council

Superintendent Douglas Bissonette gave an overview of SB191, a system to evaluate the effectiveness of licensed education personnel. Douglas Bissonette explained the purpose of SB191 was to ensure that educators are evaluated in significant part based on the impact they have on the growth of their students. *An Elizabeth Educator Evaluation Committee was formed last year and will help guide a pilot of the new evaluation system for school year 2012-2013.* The committee will provide advice on method for full implementation in 2013. As defined by

APPROVED

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C.R.S. 22-9-107, the BOE must appoint an advisory personnel performance evaluation council, 1338 Council, to consult with the board as to fairness, effectiveness, credibility and professional quality of the licensed personnel performance evaluation system and its processes and procedures. The council will also conduct ongoing evaluation of the evaluation system.

11.0 BOARD PLANNING

The BOE members reviewed the planning worksheet and the follow up status sheet.

12.0 EXECUTIVE SESSION

No executive session.

13.0 ADJOURNMENT

The board meeting adjourned at 8:55 pm.

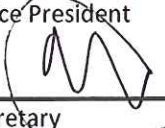
Respectfully Submitted,



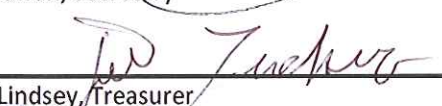
Charles Williams, President



Cindy Miller, Vice President



Chip Swan, Secretary



Dee Lindsey, Treasurer



Deb Spenceley, Assistant Secretary/Treasurer

W/9/12

9/24/12

9/24/12