

ELIZABETH SCHOOL DISTRICT - RECORD OF PROCEEDINGS



ELIZABETH SCHOOL DISTRICT
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BOARD OF EDUCATION BOARD ROOM, DISTRICT OFFICE MINUTES OF MEETING DRAFT March 13, 2017 (Business Meeting)

A Business Board Meeting of the Elizabeth School District was held on Monday, March 13, 2017 in the Board Room, District Office.

1.0 CALL TO ORDER

President Deb Spenceley called the Business Session BOE Meeting to order at 6:00 p.m.

ROLL CALL:

The following BOE Directors were present:

Director Carol Hinds
Director Dee Lindsey
Director Chris Richardson
Director Richard Smith
Director Deb Spenceley

Also present: Superintendent Douglas Bissonette
Chief Finance Director Ron Patera
Human Resources Director Kin Shuman
Payroll and Benefits Specialist Tammy Meyers
Technology Director Marty Silva
Communications Director Melissa Hoelting

3.0 PLEDGE OF ALLEGIANCE

President Deb Spenceley led the audience in the Pledge of Allegiance.

4.0 EDUCATION SHOWCASE

Student Legislative Day at the Capital

Elizabeth Middle School eighth-graders Alise Lindsey and Hank Charlton, along with Elizabeth High School students Corenna Broussard, Brandon Kohrt, Savana Charlton, Jillian Williams, Brandon Marshall and Megan Rasmussen had the opportunity to participate in Legislative Day at the Capital on February 23.

Elizabeth High School Language Arts Teacher Leanne Cook, Alise Lindsey and Corenna Broussard shared their experiences from the day with board members. Alise shadowed Colorado Representative Perry Buck (District 49) for the day and was able to visit with her about current bills and education-related topics, including current school funding and assessments. Jillian, Brandon and Megan visited Governor Hickenlooper's office. The students met Representatives Janet Buckner (District 40) and Joseph Salazar

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(District 31), as well as Senator Jerry Sonnenberg (District 1). All of the students had lunch with legislators and were able to ask them questions.

5.0 APPROVAL OF AGENDA/ADDITIONS/DELETIONS/BLANKET MOTION

A motion was made to approve the amended agenda.

Motion moved by Director Richardson

Motion seconded by Director Hinds

ROLL CALL:

Director Carol Hinds – aye

Director Dee Lindsey – aye

Director Chris Richardson – aye

Director Richard Smith – aye

Director Deb Spenceley – aye

The motion carried 5-0

6.0 APPROVAL OF MINUTES

6.1 A motion was made to approve the minutes from meeting February 27, 2017.

Motion Moved by Director Smith

Motion Seconded by Director Richardson

ROLL CALL:

Director Carol Hinds – abstain

Director Dee Lindsey – abstain

Director Chris Richardson – aye

Director Richard Smith – aye

Director Deb Spenceley – aye

The motion carried 3-0

7.0 COMMUNICATIONS

7.1 HR Update

HR Director Kin Shuman presented updated pay schedules for certified (teachers) and classified (support) staff. The classified pay schedule has been updated to include the second minimum wage increase that goes into effect in January 2018. An additional step has been added to the classified and certified pay schedules in the event the board approves a compensation increase for the 2017-18 budget. The step additions impact a number of people who wouldn't receive a compensation increase in the existing pay schedule.

Shuman and Payroll & Benefits Specialist Tammy Meyers shared an update from the district Insurance Committee meeting. Each year the committee meets with the district's insurance broker to review the health, dental and vision plans. The goal is to offer a range of plans, keep plans consistent from year to year, and to make any cost increases as minimal as possible. The district experienced high utilization of the health plan and the increases made it necessary to modify the plan slightly, which will include higher deductibles and monthly premium changes. The committee arrived at a plan where the district's premiums will go up about 1.6%, or \$24,422, for the 2017-18 fiscal year. The dental, vision and life insurance plans will not change. Shuman said the district's overall benefits package remains very competitive.

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7.2 Technology Update

Technology Director Marty Silva shared an update on state assessment preparations. The majority of testing is now online and the district's technology team has worked to make online testing as seamless as possible for schools by upgrading switches and access points. They're also working to get all Chromebooks on an update schedule and increase the district's data throughput.

7.3 Chief Finance Director Update

Chief Financial Director Ron Patera reviewed checks over \$5,000 and financial statements. In addition to the normal monthly expenditures, there were payments for a pole vault pit, the audit and a HVAC unit at Frontier High School. Patera said he'll closely monitor the Self-Insurance and Pupil Activity fund expenditures for the rest of the year, but the other funds are all within reasonable tolerance of the budget benchmarks.

Patera shared the Policy DM – Continuing Disclosure Policy – for first reading. The policy using language was created from bond documents and is straight forward, reader friendly and has a good checklist and list of items that need to be updated each year. The district's attorney and bond council reviewed the draft policy.

Patera has been meeting with principals and department heads to develop the 2017-18 budget. Patera expects general fund revenues to remain flat next year, with enrollment decreases offsetting increases in state funding. In order to account for increases in retirement contributions, health insurance, minimum wage, special education, and an anticipated step increase for all employees, the district will need to make up an estimated \$390,000 within the general fund. Ideas being considered to help meet the shortfall:

- Increase Kids Club revenue and decrease expenses
- Increase preschool tuition
- Consolidate two bus routes and eliminate bus services for middle and high school students who live in the neighborhood behind the fire station
- Reduce staff through attrition in schools with enrollment declines
- Increase breakfast and lunch prices by 50 cents
- Reduce building supply and purchased services budget by proportionate percent equal to anticipated drop in enrollment

Transportation continues to be short staffed. Last week a bus driver was on vacation and another driver called in sick. Some students were late because routes had to be combined. With athletic events this spring, the district may not be able to provide transportation to a few events because the priority is getting kids to and from school. The district has done everything it can to recruit bus drivers, but it's been challenging to fill vacancies.

An RFP has been prepared to hire a company to create a master plan. There are some potential major impacts coming to community and that's one reason the district is moving forward with a master plan. The master plan development will probably be a six-month process once the contract is awarded. Elbert County's master plan is projected to be complete in November 2017. Demographic outlook will be ready well before November. Good to have district master plan available for budget planning for 2018-19 fiscal year.

7.4 Superintendent Report

Superintendent Douglas Bissonette and representatives from each school presented Unified Improvement Plan (UIP) summaries to the District Accountability Committee (DAC) at their March 8 meeting. The UIPs are used for accountability and don't represent comprehensive plans for each school. They include goals for improving math and literacy outcomes for students. One of the biggest challenges the district faces is aligning the curriculum pre-kindergarten through 12th grade. High teacher turnover increases fragmentation in the curriculum.

Elizabeth High School would like to offer some online credit recovery classes from Brigham Young University. The

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cost of the courses - \$30 per course - would be passed on to the student. Students could use courses as an option if they need to make a failed a class, to take a class that's not offered or if student has a conflict with a class that EHS offers. The Board agreed to have EHS move forward with the online course options through BYU.

Superintendent Bissonette shared some marketing materials that have been created by Western State Colorado University's rural education recruitment effort to recruit teachers at out-of-state career fairs. The group has identified four or 5 states that they are currently targeting.

Bissonette shared an article that ran in *Chalkbeat Colorado* on March 9 regarding school funding that shared Joint Budget Committee analyst Craig Harper's recommendation that the Negative Factor be kept flat for the 2017-18 fiscal year, which is slightly different than what governor proposed in November.

7.5 Board of Education Update

Director Carol Hinds shared information about scholarship opportunities available through the Conservative Breakfast Association of Elbert County and the Elbert County Republican Women.

The Elizabeth Schools Board of Education and Legacy Academy's Board of Directors used to meet periodically. Director Hinds shared that Legacy Academy's Board of Directors would like to meet with some of the Elizabeth Schools Board of Directors again. Director Smith and Director Hinds agreed to meet with the Legacy Academy Board of Directors.

Director Richardson read at Singing Hills Elementary for Read Across America Day on March 2. Director Smith attended The Little Mermaid musical at Elizabeth High School and shared that it was very well done.

8.0 Public Participation

No public participation

9.0 CONSENT AGENDA

A motion was made to approve the consent agenda 9.1-9.7.

Motion Moved by Director Hinds

Motion Seconded by Director Smith

ROLL CALL:

Director Carol Hinds – aye

Director Dee Lindsey – aye

Director Chris Richardson – aye

Director Richard Smith – aye

Director Deb Spenceley – aye

The motion carried 5-0

9.1 New Hires

Drenda Herrick, Sped Para Attendant, SHE

Michelle Hall, Cafeteria Para, SHE

Paige Weston, Teacher, SHE

Robert Smith, Custodian, Districtwide

9.2 Resignations/Terminations/Non-Renewals

Mary Swedhin, Sped Para Attendant, RCE

Colleen Johnson, Teacher, RCE

9.3 Transfers/Changes

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9.3 Transfers/Changes

Michelle Smalley, Teacher, EMS

Alex Bledsoe, Custodian, Districtwide

9.4 Certified and Classified Salary Schedule

9.5 Monthly Financial Report

9.6 Disposition of District Property

9.7 Sick Bank Requests

10.0 Action Items

10.1 A motion was made to move Continuing Disclosure Policy, DM, DM-E-1, DM-E-2, DM-E-A as first reading

Motion Moved by Director Richardson

Motion Seconded by Director Smith

ROLL CALL:

Director Carol Hinds – aye

Director Dee Lindsey – aye

Director Chris Richardson – aye

Director Richard Smith – aye

Director Deb Spenceley – aye

The motion carried 5-0

11.0 DISCUSSION ITEMS

11.1 Predictable Cost Model for County Ballot Questions

The Elbert County Clerk and Recorder recently sent a letter to gauge the interest in moving to a predictable cost model for county ballot questions. The board consensus is that if there's no real benefit and while predictability is nice, change is not warranted with its possible the district's costs could increase.

11.2 State Funding Formula

With recent developments, it has become apparent that a new funding formula will not be considered this legislative session, so there is no real need to take action on a resolution at this time. There seems to be a few legislators on each side of the state that are interested in a study on district funding, but it's not clear what study would look like.

12.0 BOARD PLANNING

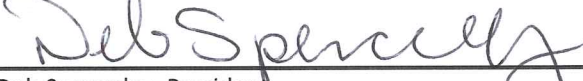
The next regular board meeting will be April 10, 2017.

14.0 ADJOURNMENT

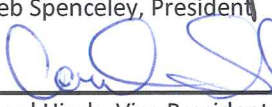
The regular board meeting adjourned at 7:57 p.m.

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Respectfully Submitted,



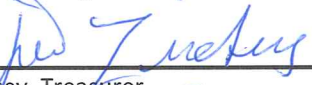
Deb Spenceley, President



Carol Hinds, Vice President



Chris Richardson, Secretary



Dee Lindsey, Treasurer



Richard Smith, Assistant Secretary/Treasurer

Recorded by: Melissa Hoelting, Communications Director