

# ELIZABETH SCHOOL DISTRICT C-1 - RECORD OF PROCEEDINGS

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## ELIZABETH SCHOOL DISTRICT C-1

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### BOARD OF EDUCATION BOARD ROOM, DISTRICT OFFICE MINUTES OF MEETING FINAL August 10, 2015 (Business Session Meeting)

A Business Session Board Meeting of the Elizabeth School District was held on Monday, August 10, 2015, in the Board Room, District Office.

#### 1.0 CALL TO ORDER

President Deb Spenceley called the Business Session BOE Meeting to order at 7:00pm.

#### ROLL CALL:

The following BOE Directors were present:

Director Carol Hinds

Director Dee Lindsey

Director Chris Richardson

Director Deb Spenceley

Director Chip Swan was not present

Also present: Superintendent, Douglas Bissonette  
Executive Administrative Assistant/Communication Director, Michele McCarron  
Chief Finance Director, Ron Patera  
HR Director, Kin Shuman  
Technology Director, Marty Silva

#### 3.0 PLEDGE OF ALLEGIANCE

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

#### 4.0 EDUCATION SHOWCASE

No Education Showcase

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

A motion was made to approve the 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 Deb Spenceley - aye

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The motion carried 4-0

### **6.0 APPROVAL OF MINUTES**

6.1 A motion was made to approve the minutes from 6/8/15 as written.

Motion Moved by Director Hinds

Motion Seconded by Director Richardson

#### **ROLL CALL:**

Director Carol Hinds – aye

Director Dee Lindsey - aye

Director Chris Richardson - aye

Director Deb Spenceley - aye

The motion carried 4-0

6.2 A motion was made to approve the minutes from Special Meeting 6/23/15 as written.

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 Deb Spenceley - aye

The motion carried 4-0

### **7.0 COMMUNICATIONS**

#### **7.1 DAC Parent Survey Results**

Last spring parents were asked to complete a short online survey implemented by the District Accountability Committee (DAC). Susanna Jordan, DAC Chair, presented the results to the board. Susanna indicated that the survey focused on questions related to Communications, Technology, and Safety. There were 470 responses, a slight increase from the previous year. Overall the responses were positive. Some specifics include 90% of the responders agreed they felt their child was safe at school, over 80% agreed the communication from the school is effective, over 80% agreed the teachers set high expectations for learning. The responders to the survey identified Teacher Retention, Improvement of Technology, and Improvement of Facilities as the three greatest needs of the district.

#### **7.2 Chief Financial Officer Report**

Chief Finance Director Ron Patera gave the financial report. General fund revenues collected are at 99.90% through the end of June, while General fund expenses are at 94.33% spent however these statements are prepared on the cash basis of accounting. Several improvements were made to our facilities District wide. Some of the projects include a new fire alarm system at Running Creek Elementary, enhanced cell reception at Singing Hills Elementary, landscaping, deep cleaning, painting, repairing and preparation at all schools.

#### **7.3 HR Update**

Kin Shuman Director of Human Resources gave a hiring update. The District hired 28 new teachers for the school year. The group of teachers is a balance of first time teachers and experienced teachers, some from Colorado and some from across the country. We also hired five new counselors and several new hires to the Special Services Team. New teacher orientation was held the morning of August 10. We also have new members among our support staff, classified, and administrative staff. The Transportation Department is fully staffed with bus drivers and with substitute bus drivers. The new pay scale for bus drivers made a difference in this hiring effort. This is the first time in several years that the Transportation Department is able to start the school year with a full staff of bus drivers.

#### **7.4 Technology Update**

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Marty Silva Director of Technology gave an update on the summer projects the Technology Team implemented District wide. A new online registration system is now in place. This reduces the parent paperwork and redundancy of information especially for families with multiple students. The school buildings are able to process the data entries and registration information in a timelier manner. A new phone system was implemented throughout the District. In an effort to improve the safety of students and staff, phones will be in all classrooms. If there is an emergency in the classroom teachers may now place the emergency call directly from their classroom. Parents will have the ability to call teachers directly, outside of classroom hours, or leave a voicemail directly for the teacher during class time. SchoolMessenger is the new system that will be used District wide for voice and email communication and emergency notifications.

### **7.5 Superintendent Report**

During the Superintendent Report, Douglas Bissonette spoke on the requirement that all employees take the Standard Response Protocol (SRP) Training and the Incident Command System (ICS 100) Training. On August 7 over 25 employees participated in the SRP and ICS 100 training instructed by Safe Schools Chair Rob McMullen, Elizabeth Fire Marshall Kara Gerczynsk and Fire Chief TJ Steck. Douglas Bissonette highlighted the work of Marianne Hughes, senior at EHS, who is leading a collaborative effort to elevate student voice throughout the district. Marianne was one of three student leaders from our District that participated in the Student Leadership Workshop at the Colorado Association of School Boards annual convention in 2014. The Cardinal Clay Challenge and the 5K Run the Parks scheduled for August 15 help to support Elizabeth High School. The Elizabeth High School will be hosting the Elizabeth Networking Group (ENG) Back to School Event on September 24 from 6:00-8:00pm. There will be vendors, tours of the schools, entertainment, and refreshments. This event is open to the community

### **7.6 Board Update**

Chris Richardson also commented on Marianne Hughes who was one of two students from Colorado selected to participate in Girls Nation, a program providing aspiring young women leaders' firsthand experience with practical insight into how the federal government works.

### **7.7 Public Participation**

No public participation

### **8.0 CONSENT AGENDA**

A motion was made to approve the consent agenda 8.1-8.5

Motion Moved by Director Hinds

Motion Seconded by Director Richardson

### **ROLL CALL:**

Director Carol Hinds – aye

Director Dee Lindsey - aye

Director Chris Richardson - aye

Director Deb Spenceley - aye

The motion carried 4-0

### **8.1 Transfers/Changes**

Robin Poirier, Teacher, EHS

Shelby Brown, Teacher, EMS

Laura Turco, Cook, EHS

Kristin Lorimer, Teacher, SHE

Colin Lyons, Teacher, EHS

Suzy Sadak, Bus Driver, Transportation

Michelle Owen, Asst. Teacher, RCE/PS

Amanda Johnson, Cook, RCE/PS

Curtis Kaumeyer, Teacher, EMS

Amanda Johnson, Bus Driver, Transportation

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### 8.2 Terminations/Resignations/Non-Renewals

Melody Kilpatrick, Bus Driver, Transportation  
Emily Schaffer, Teacher, EHS  
Brett Michel, Teacher, EHS  
Emma Michel, Teacher, EHS  
Jill Parker, Teacher, EMS  
Elizabeth Briggs, Teacher, EMS

### 8.3 New Hires

Eric Mosley, Teacher, Opp. Program  
Jessica Talnagi, Teacher, EHS  
Brandon Taff, Teacher, SHE  
Suzanne Shaffer, Teacher, SHE  
Christine Ortiz, Teacher, RCE  
Brianna Buentello, Teacher, FHS  
Steven Mann, Teacher, EHS  
Melissa McHale, Teacher, EHS  
Danielle Lewandowski, Teacher, EHS  
Kelley Patin, Teacher, EMS  
Abby Ersland, Teacher, EHS  
Mark Thompson, Teacher, EHS  
Brandi Forsythe, Teacher, SHE  
Michael Zancanella, Custodian, EHS  
Inez Christoffersen, Child Care Floater, RCE/PS  
Jeanne Boice-Wiley, Consultant, Opp Program  
Lorraine Guardado, Cook, RCE  
Justine Alphonse, Speech Lang Path, DW  
Tammy Hanes, Bus Driver, Transportation  
Elizabeth Overson, Teacher, EHS  
Jennifer Barclay, Teacher, EHS  
Tammy Hanes, Trip Driver, Transportation

### 8.4 Extra Duty

### 8.5 Ratify Disposition of District Property

## 9.0 Action Items

### 9.1 Technical Changes to Policies 1<sup>st</sup> Reading

A motion was made to approve a first and final reading  
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 Deb Spenceley - aye  
The motion carried 4-0

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GBGAB First Aid Training  
GCO-R Evaluation of Licensed Personnel - Regulation  
IHBB Gifted Education  
IKA Grading/Assessment Systems  
ILBC-R Early Literacy and Reading Comprehension - Regulation  
JF Admission and Denial of Admission  
JKF Educational Alternatives for Expelled Students  
LBD-R Relations with District Charter Schools  
ADF School Wellness  
AE-R Accountability/Commitment to Accomplishment – Regulation  
EEAEF Video Camera on Transportation Vehicles  
EF Food Services  
EFC Free and Reduced-Price Food Services  
EFEA Nutritious Food Choices  
EHB Records Retention  
JLCB Immunization of Students  
GBGD Workers' Compensation

9.2 Recommended CASB Revisions/Major Changes to Policy 1<sup>st</sup> Reading  
A motion was made to approve 1<sup>st</sup> and final reading  
Motion Moved by Director Hinds  
Motion Seconded by Director Lindsey

ROLL CALL:

Director Carol Hinds – aye  
Director Dee Lindsey - aye  
Director Chris Richardson - aye  
Director Deb Spenceley - aye  
The motion carried 4-0

AED Accreditation  
BEC Executive Sessions  
IHBEA English Language Learners  
JFABD Homeless Students  
GCBD Professional Staff Fringe Benefits  
GCG/GCGA Part-Time and Substitute Professional Staff  
JLF-R Reporting Child Abuse/Child Protection Regulation  
EGAEA Electronic Communication

9.3 New Policy for Elizabeth Schools to Adopt 1<sup>st</sup> Reading  
A motion was made to approve 1<sup>st</sup> reading  
Motion Moved by Director Hinds  
Motion Seconded by Director Richardson

ROLL CALL:

Director Carol Hinds – aye  
Director Dee Lindsey - aye  
Director Chris Richardson - aye  
Director Deb Spenceley - aye  
The motion carried 4-0

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ADE Innovation in Education  
ADE-E Innovation in Education – Exhibit

### 9.4 Policy

A motion was made to approve 1<sup>st</sup> and final reading

Motion Moved by Director Hinds

Motion Seconded by Director Lindsey

### ROLL CALL:

Director Carol Hinds – aye

Director Dee Lindsey - aye

Director Chris Richardson - aye

Director Deb Spenceley - aye

The motion carried 4-0

BEAA Electronic Participation in School Board Meetings

### 10.0 DISCUSSION ITEMS

10.1 Process to determine order of names on ballot

A Special Board Meeting will be held on September 2<sup>nd</sup> at 8:30am to certify ballot.

### 11.0 BOARD PLANNING

The next board meeting is scheduled for August 24, 2015

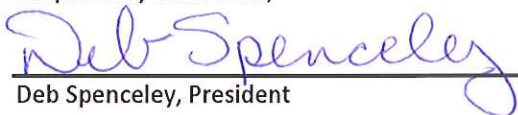
### 12.0 EXECUTIVE SESSION

No Executive Session.

### 13.0 ADJOURNMENT

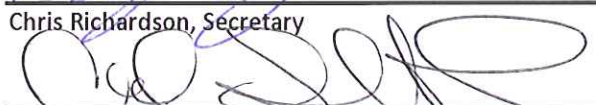
The board meeting adjourned at 8:28pm.

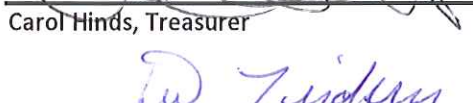
Respectfully Submitted,

  
Deb Spenceley, President

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Chip Swan, Vice President

  
\_\_\_\_\_  
Chris Richardson, Secretary

  
\_\_\_\_\_  
Carol Hinds, Treasurer

  
\_\_\_\_\_  
Dee Lindsey, Assistant Secretary/Treasurer

Recorded by: Michele McCarron