

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 June 8, 2015 (Business Session Meeting)

A Business Session Board Meeting of the Elizabeth School District was held on Monday, June 8, 2015, in the Board Room, District Office.

1.0 CALL TO ORDER

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

ROLL CALL:

The following BOE Directors were present:

Director Carol Hinds

Director Dee Lindsey

Director Chris Richardson

Director Deb Spenceley

Director Chip Swan

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 amend the agenda to move 8.7 from consent agenda approval of the contract between the District and Convergent Technologies for the installation of the new fire alarm at RCE to 9.3 action item. Communication item 7.2 was added Programs for Gifted and Talented update.

Motion moved by Director Richardson

Motion seconded by Director Hinds

ROLL CALL:

Director Carol Hinds – aye

Director Dee Lindsey - aye

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Director Chris Richardson – aye
Director Deb Spenceley - aye
Director Chip Swan - aye
The motion carried 5-0

6.0 APPROVAL OF MINUTES

6.1 A motion was made to approve the minutes from May 18, 2015 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
Director Chip Swan - aye
The motion carried 5-0

7.0 COMMUNICATIONS

7.1 DAC Parent Survey Spring 2015 Results

Deb Spenceley mentioned that the DAC parent survey for spring 2015 results are complete. Susanna Jordan, DAC Chair will present the results at the August 10 BOE Meeting.

7.2 Programs for Gifted and Talented Update

Kim Morrison, Director of Special Services, introduced Karen Kendig as the district's new Gifted and Talented Coordinator. Karen has worked previously with the Boards of Cooperative Educational Services system in the gifted and talented services area. Her initial work will be to identify gifted and talented students and professional development for personnel. Kim Morrison shared activities going on in the schools such as Destination Imagination at RCE, STEM activities (Science, Technology, Engineering, Math) at SHE, College of William and Mary materials incorporated in the classes at EMS, and the summer STEAM Camp for RCE and SHE which adds art to STEM curriculum.

7.3 HR Update

Kin Shuman, Director of Human Resources, discussed Teacher Turnover. To date we have 29 teachers leaving the district and five counselors. This is approximately a 23% teacher turnover rate for the district, with the state average being approximately 15%. Teacher turnover is lower than in previous years, but remains an issue for the district. Pay appears to be the number one reason why teachers are leaving to go work in other districts. Other reasons for departure include retirement, moving out of the area or out of state, furthering education, or pursuing another career. The School District will utilize Mountain States Employers Counsel to conduct exit interviews to collect data on why teachers/counselors are leaving, what they liked about the district, and other feedback.

7.4 Technology Update

Marty Silva, Director of Technology, gave an update to the Board on the summer projects for the Technology Team. The new online registration process is targeted to go live by mid-July. The process should eliminate the redundant information as well as the multiple forms families have completed in the past. The online registration will be made available through the parent portal for parents with students currently enrolled in the district. The process and instructions will be communicated by the individual schools either through email or through the schools websites. For those students new to the district a link to the online registration will be available mid-July on the district website. Other technology projects underway include:

- New phone system which will provide phones in each classroom. Marty acknowledged Mike Scobee for his work on the project.
- SchoolReach our current email communication system will be transitioned to SchoolMessenger.
- Refreshing various computer labs at the schools.

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7.5 Chief Financial Officer Report

Ron Patera, Chief Financial Officer indicated that the 2015-2016 budget is aligned with the goals created by the BOE earlier in the year. Salaries were increased for all employees by modest amounts. Certified staffing levels were adjusted based on changes in enrollment. Additional funds were allocated within the capital budget to improve health and safety at the schools. Capital spending for technology was also increased addressing obsolescence of the hardware in the computer labs within the buildings. There were some staff reductions, which led to \$275,000 in reduced spending, but these staff cutbacks were done through attrition. One-time revenue was allocated to a one-time "appreciation" stipend for employees that return next year. With the current budget as presented, it is anticipated that the District will end the next fiscal year with a fund balance, including reserves of \$1,565,081 in the General Fund.

7.6 Superintendent Report

Superintendent Douglas Bissonette discussed the Student-Centered Accountability Project currently in front of the State Board of Education. The Elizabeth board expressed interest in participating as long as the project had a high level of State Board support and an effective legal organizational structure.

A couple of staff members have been working on an organization chart comparing the number of employees in the 2007-2008 school year to the number of employees in the 2014-2015 school year. A number of positions have been eliminated including Director of Early Childhood, District Librarian, Director of Learning Services to name a few. The number of teachers, Assistant Principals, Counselors, as well as a number of classified employees has gone down. Student enrollment is also down; 2007-2008 student enrollment was 2,535 and in 2014-2015 enrollment was 2,122.

On Wednesday, May 20 the district's application for the BEST Grant was reviewed by the BEST Board. A grant for the roof project at Singing Hills Elementary was awarded in the amount of \$335,653. Unfortunately, the request for grant funding of the Elizabeth High School roof was two projects away from receiving funding.

7.7 Board of Education Update

Members of the Board along with Superintendent Douglas Bissonette participated in Elizabash this past weekend where thousands of people from the community and outside the community came to attend the event and to attend the Elizabeth Stampede. The Board also recognized the student volunteers that helped at Elizabash and at the Stampede in selling Stampede Stadium Chairs. The stadium chairs were donated by the Stampede with half of the proceeds going to the Stampede Foundation and half going to the EHS Track Resurfacing Initiative. Thank you to the following student volunteers:

Joey Rodriguez
Chloe Peterson
Lexi Lonardo
Krista Dodd
Caitlyn Scobee
Abby Stahl
Dillon Lind
Shaylin Stein
Isa Tegragge
Maddie Tebragge
Seth Beebe
Emmi Lindsey
Allie Lindsey
Ella Benkendorf

The board of education will also have a table at the upcoming Safety Fair on June 13, 2015.

7.8 Public Participation

No public participation

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8.0 CONSENT AGENDA

A motion was made to approve the consent agenda 8.1 -8.11 excluding 8.7.

Motion Moved by Director Richardson

Motion Seconded by Director Lindsey

ROLL CALL:

Director Carol Hinds – aye

Director Dee Lindsey - aye

Director Chris Richardson - aye

Director Deb Spenceley - aye

Director Chip Swan - aye

The motion carried 5-0

8.1 Terminations/Resignations/Non-Renewals

Keith Trumbull, Counselor, SHE

Brian Kearns, Teacher, EMS

Andrew Millican, Teacher, EHS

Chiquita Sanders, Speech Lang Path, DW

Michael Sanders, Custodian, EHS

Gordon Lamb, Teacher, EHS

Paul Guillan, Teacher, EHS

Stephanie Burch, Preschool Asst Teacher, RCE

Mora Luke, Teacher, SHE

Jason Bahr, Teacher, EMS

Courtney Hay, Counselor, EHS

Shannon Doyle, Teacher, EHS

Jed Anderson, Teacher, FHS

Jamie Archer, Playground Para, RCE

Adam Felkey, Teacher, EHS

Brad Gilligan, Teacher, EHS

Edward Kruse, Teacher, EHS

Julie Ammons, Custodian, RCE

Dianna Hiatt, Sped Para, EHS

Christy Hillbrand, Teacher, EHS

8.2 New Hires

Laura Miller, Teacher, FHS

Rebecca Rasbeck, Teacher, RCE

Eric Mosley, Teacher, Opp Program

Karen Kendig, GT Coordinator, Special Services

Shannon Paxton, Counselor, EMS

Angela Anderson, Counselor EMS

Alexandra Provow, Teacher, FHS

Anna Haschke, Teacher, EHS

Allison Wagstaff, Teacher, EHS

Julie Ammons, Custodian, RCE

8.3 Transfer/Changes

Jaimee Glazebrook, Health Aid, RCE

Janel Chisholm, Special Services Office, Special Services

Christopher Adamek, Teacher, EHS

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Kristine Arellano, Librarian, EHS
Jason Bahr, Teacher, EHS
Cecilia Martinez, Sped Para, EMS

8.4 Extra Duty Assignments

8.5 Appropriation Resolution for the 2015-2016 Budget

8.6 Fund Balance Resolution for the 2015-2016 Budget

8.8 Approval of CD Deposits

8.9 Approval of Property and Liability Insurance

8.10 Approval of Workers Compensation Insurance

8.11 Disposition of District Property

9.0 Action Items

9.1 Appoint Designated Election Official

A motion was made to approve 9.1 to appoint Michele McCarron as the Designated Election Official for November 2015 Election.

Motion Moved by Director Richardson

Motion Seconded by Director Lindsey

ROLL CALL:

Director Carol Hinds – aye

Director Dee Lindsey - aye

Director Chris Richardson - aye

Director Deb Spenceley - aye

Director Chip Swan - aye

The motion carried 5-0

9.2 Consolidated Grant – Approval Signature

A motion was made to approve 9.2 for Deb Spenceley, Board President's, signature on the 2015-2016 Consolidated Grant.

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

Director Chip Swan - aye

The motion carried 5-0

9.3 Approval of the contract between the District and Convergent Technologies for the installation of the new fire alarm at RCE.

A motion was made to approve 9.3 for the agreement between the Elizabeth School District and Convergent Technologies subject to changes agreed upon by Ron Patera and the District's attorney.

Motion Moved by Director Richardson

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Motion Seconded by Director Hinds

ROLL CALL:

Director Carol Hinds – aye
Director Dee Lindsey - aye
Director Chris Richardson - aye
Director Deb Spenceley - aye
Director Chip Swan - aye
The motion carried 5-0

10.0 DISCUSSION ITEMS

10.1 Field Trips Policy was discussed. Revisions will be made to policy for a first reading at the August 10 BOE meeting.

11.0 BOARD PLANNING

The board meeting scheduled for June 22, 2015 is cancelled.
The next regular board meeting will be August 10, 2015.

12.0 EXECUTIVE SESSION

No Executive Session.

13.0 ADJOURNMENT

The board meeting adjourned at 8:51pm.

Respectfully Submitted,



Deb Spenceley, President

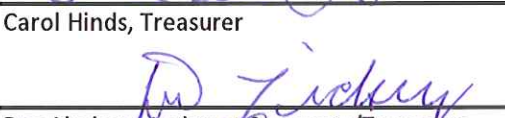
Chip Swan, Vice President



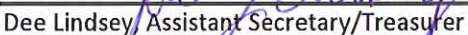
Chris Richardson, Secretary



Carol Hinds, Treasurer



Dee Lindsey, Assistant Secretary/Treasurer



Recorded by: Michele McCarron