

ELIZABETH SCHOOL DISTRICT - RECORD OF PROCEEDINGS



ELIZABETH SCHOOL DISTRICT
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BOARD OF EDUCATION BOARD ROOM, DISTRICT OFFICE MINUTES OF MEETING April 10, 2017 (Business Meeting)

A Business Board Meeting of the Elizabeth School District was held on Monday, April 10, 2017 in the Board Room, District Office.

1.0 CALL TO ORDER

President Deb Spenceley called the Business Session BOE Meeting to order at 6:04 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
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

No Education Showcase

5.0 APPROVAL OF AGENDA/ADDITIONS/DELETIONS/BLANKET MOTION

A motion was made to approve the amended agenda.

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 Richard Smith – aye

Director Deb Spenceley – aye

The motion carried 5-0

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6.0 APPROVAL OF MINUTES

6.1 A motion was made to approve the minutes from the March 13, 2017 meeting.

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

7.0 COMMUNICATIONS

7.1 HR Update

HR Director Kin Shuman attended the teacher job fair at University of Northern Colorado with Singing Hills Elementary Principal Regina Montera, Elizabeth Middle School Principal Pam Eschief and Elizabeth High School Assistant Principal Gentry Nixon. About 300 teachers attended the fair and Shuman said some very promising interviews took place. Shuman will attend the job fair at Colorado State University on April 19. Notices of retirements and resignations are trickling in and Shuman plans to contract with Mountain States Employers Council again to gain more information about why people are leaving, where they're going and their perceptions of the district.

Shuman gave credit to employees for being conscientious about safety on the job. The district's workers comp claims have decreased, which resulted in the district receiving a \$11,000 dividend from Pinnacol Assurance.

At the meeting, contracts and notices of assignments for certified, classified and administrators for the 2017-18 school year were approved by the board.

7.2 Technology Update

Technology Director Marty Silva reported that there have been no technology issues during assessments so far. The technology team upgraded wifi at Elizabeth High School so there are fewer dead spots. The team continues to work on other access points throughout the district.

A technology survey will be deployed to school staff in a few weeks, and will be administered every April going forward. There's an influx of tech purchases now for end-of-year purchases. The website redesign process is going well and June 1 is the target date to launch the new site.

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 purchases for a financial software customer support agreement, payment to diesel fuel tank consultant, and sports equipment purchases.

The district is awaiting permit approval for the new Singing Hills Elementary septic system. The bid for installation of the system has resulted in interest from six contractors. The roof project at Elizabeth High School is also moving forward. Stone on the roof was removed over spring break and after the final day of school the new roofing material will be staged.

The budget assumptions for Fiscal Year 2017-18 have been updated to reflect more recent enrollment projections that indicate a smaller decline in students next school year than originally anticipated. In light

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of the new projections, the amount needed to be cut from the budget in 2017-18 has been revised from \$390,000 to \$365,000. After Patera's budget balancing ideas, the amount needed to close gap is about \$102,000

In years past, Patera has been very conservative on budgeting for salaries and purchases. He has changed how he budgets for salaries and benefits for the current year to be a little more accurate. Total budget for salary and benefits is \$13,360,000. At 75% of the way through the year, the district is under budget by 4.3%, which translates about \$57,000 under budget for year at this point.

Patera shared that a possible reduction of two bus routes could impact 150 to 200 students with about a 20 minute additional ride time and longer walk times to bus stops, but no longer than a half mile to any bus stop. If the routes are consolidated early communication will be important.

7.4 Superintendent Report

Superintendent Bissonette provided an update on the District Unified Improvement Plan. District and school UIPs don't change a lot from year to year. They are used for accountability and represent a limited set of performance indicators primarily based on standardized tests. The school UIPs are approved at the school level.

Director Deb Spenceley shared a message from the District Accountability Committee regarding the District UIP.

"Elizabeth School District continues to excel in academics. Last year Elizabeth High School outscored the state average on the ACT test and had graduation rates above the state average. It continues to receive a rating of Meets or Exceeds on the CDE accountability framework. Frontier also has consistently scored near the top of the CDE accountability framework for the past 2 years. At the K-8 level all schools continue to have reading, writing, and math as priority focus areas for growth. While end results still Meet or Exceed state averages, some of the growth percentiles in those areas lag behind state results. Students with IEP's have shown the biggest growth in recent years. Curriculum and teacher retention play a large part in student growth and are a main focus for the future."

7.5 Board of Education Update

Director Lindsey has written to several letters to legislators, including letters in support of pending legislation that would impact rural schools.

Director Hinds is working on date coordination for the meeting with the Legacy Academy board of directors. Director Smith and Director Hinds will represent the Elizabeth School District BOE at the meeting.

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 Smith

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

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9.1 New Hires

Lori Biggs, Teacher, EHS

9.2 Resignations/Terminations/Non-Renewals

Pam Hershey, Teacher, RCE

Timothy Scott, Bust Driver, Transportation

Lori Guardado, Cook/Bus Para, Transportation

Dawn Zwisler, Teacher, EHS

Colleen Johnson, Teacher, RCE

Todd Johnson Teacher, EHS

Angela Goodwin, Teacher, EHS

Eric Mosley, Teacher, Opportunity Program

Brandi Frascht, Teacher, EMS

Emily Butcher, Teacher, EMS

Suzanne Shaffer, Teacher, SHE

Ben Novak, Teacher, EHS

9.3 Transfers/Changes

9.4 Extra Duty Assignments

Lori Williams-Martin, Sponsor, EMS Geography Bee and Knowledge Bowl

Brandi Frascht, Sponsor, EMS Student Council

Rebecca Carnahan, Sponsor, EMS Student Council

Elizabeth Briggs, Sponsor, EMS Spelling Bee

Abby Ersland, Track Assistant, EMS Track

Abby Ersland, Sponsor, EMS Drama and Band/Concerts

9.5 Monthly Financial Report

9.6 Disposition of District Property

9.7 Unified Improvement Plan

10.0 Action Items

10.1 A motion was made to approve the staffing recommendations for classified staff, certified staff, and administrators for the 2017-18 school year.

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

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10.2 A motion was made to approve the new policies DM Continuing Disclosure Policy, DM-E-1, DM-E-2, DM-E-A as second and final reading.

Motion Moved by Director Lindsey
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

10.3 A motion was made to approve first reading of new policies JRCB Privacy and Protection of Confidential Student Information and JRBC-R Privacy and protection of Confidential Student Information-Regulation. The policies will go for a second and final reading at the April 24, 2017 meeting.

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

10.4 A motion was made to approve first and final reading of policies BCB school Board Member Conflict of Interest, BEDF Voting Method, and GBEA Staff ethics/Conflict of Interest.

Motion Moved by Director Smith
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

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10.5 A motion was made to approve first and final reading of policy BID/BIE School Board Member Compensation/Expenses/Insurance/Liability.

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

10.6 A motion was made to approve first and final reading of policy EHB Records Retention.

Motion Moved by Director Smith
Motion Seconded by Director Lindsey

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

Communications Director Melissa Hoelting shared some preliminary designs for a new district logo.

Patera shared an article that ran in the Wall Street Journal about the challenges finding bus drivers. Bus driver shortages are a challenge in many parts of the state and country.

12.0 BOARD PLANNING

The next regular board meeting will be April 24, 2017.

14.0 ADJOURNMENT

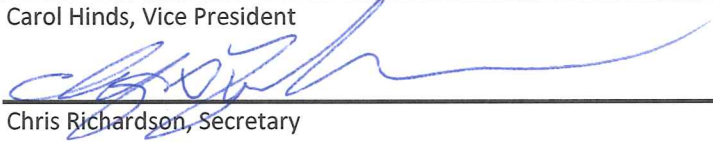
The regular board meeting adjourned at 7:28 p.m.

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Respectfully Submitted,

Deb Spenceley, President

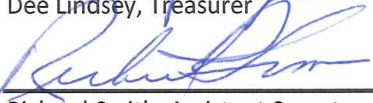
Carol Hinds, Vice President



Chris Richardson, Secretary



Dee Lindsey, Treasurer



Richard Smith, Assistant Secretary/Treasurer

Recorded by: Melissa Hoelting, Communications Director