



## RECORD OF PROCEEDINGS

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**BOARD OF EDUCATION  
BOARD ROOM, DISTRICT OFFICE  
MINUTES OF MEETING  
April 10, 2023 - Business Session**

A Business Session Board Meeting of the Elizabeth School District was held on April 10, 2023 in the Boardroom, District Office.

**1.0 CALL TO ORDER – AUDIO 00:00:00**

President Rhonda Olsen called the Business Session BOE Meeting to order at 6:03 p.m.

**2.0 ROLL CALL: - AUDIO 00:00:16**

The following BOE Directors were present:

Director Heather Booth – aye

Director Rhonda Olsen – aye

Director Mary Powell – aye

Also present: Superintendent Dan Snowberger, Assistant Superintendent Bill Dallas, Communications Director Jason Hackett, Finance Director Rebekah Brooks, Notary Shellie Scobee, Legal Counsel Brad Miller, and Executive Assistant Jaimee Glazebrook

**3.0 PLEDGE OF ALLEGIANCE – AUDIO 00:00:24**

President Rhonda Olsen led the audience in the Pledge of Allegiance.

**4.0 APPROVAL OF AGENDA/ADDITIONS/DELETIONS/BLANKET MOTION – AUDIO 00:00:54**

A motion was made to approve the amended agenda to include 6.7 Selection of Treasurer.

Motion moved by Director Booth

Motion seconded by Director Powell

**ROLL CALL:**

Director Heather Booth – aye

Director Rhonda Olsen – aye

Director Mary Powell – aye

The motion carries 3-0

**5.0 APPROVAL OF MINUTES – AUDIO 00:02:01**

5.1 A motion was made to approve the minutes from the March 28, 2023, Elizabeth Schools Board of Education meeting.

Motion moved by Director Booth

Motion seconded by Director Powell



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ROLL CALL:

Director Heather Booth – aye  
Director Rhonda Olsen – aye  
Director Mary Powell – aye

The motion carries 3-0

**6.0 INTERVIEWS - BOARD VACANCY INTERVIEWS – AUDIO 00:02:26**

6.1 Interview Mike Calahan

6.2 Interview William King

6.3 Interview Candy Putch

6.4 Interview Jonathan Waller

6.5 A motion was made to appoint two board members, Michael Calahan and Jonathan Waller.

Motion moved by Director Booth

Motion seconded by Director Powell

ROLL CALL:

Director Heather Booth – aye  
Director Rhonda Olsen – aye  
Director Mary Powell – aye

The motion carries 3-0

6.6 Administration of Oath of Office and Swearing In of newly appointed Board members.

6.7 A motion was made to select Michael Calahan as the Board Treasurer.

Motion moved by Director Booth

Motion seconded by Director Waller

ROLL CALL:

Director Heather Booth – aye  
Director Rhonda Olsen – aye  
Director Mary Powell – aye  
Director Jonathan Waller – aye  
Director Michael Calahan – aye

The motion carries 5-0



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### **7.0 COMMUNICATIONS – AUDIO 00:41:48**

7.1 Schneider Electric Presentation

7.2 Superintendent Report

### **8.0 PUBLIC COMMENT – AUDIO 01:09:30**

No Public Comment

### **9.0 CONSENT AGENDA – AUDIO 01:10:09**

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

Motion moved by Director Booth

Motion seconded by Director Powell

#### **ROLL CALL:**

Director Heather Booth – aye

Director Rhonda Olsen – aye

Director Mary Powell – aye

Director Jonathan Waller – aye

Director Michael Calahan – aye

The motion carries 5-0

#### **9.1 New Hires/Re-Hires**

John Rogerson, HR Director, Business Office

#### **9.2 Transfers/Changes**

Tracy McVicker, Business Office Coordinator, Business Office

Tammy Meyers, Payroll/Benefits Specialist, Business Office

Tina Waymire, Accounts Payable Specialist, Business Office

Janel Chisholm, Special Services Office Coordinator, Special Services

Kristen Harris, Grant Coordinator, Business Office

Jaimee Glazebrook, Executive Assistant to BOE & Supt, Superintendents Office

Jeff Sparrow, Assistant Principal, EMS

#### **9.3 Employment Separations**

Danielle Gregory, Teacher, RCE

Andrew Melton, Teacher, EHS

Amber Davis, Teacher, DIST WIDE

John Loutzenhiser, Teacher, EHS

RaKell Adams, Teacher, SHE

Melanie Barrett, Teacher, EMS

Amanda Bender, Psychologist, DIST WIDE

Fred Noe, Bus Driver, TRANS



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### 9.4 Extra Duty Assignments

Megan Hatrich, Teacher, EMS

Lincoln Jones, Teacher, EMS

### 9.5 Substitutes

Brain Hoza, Substitute Teacher

### 9.6 Monthly Financial Report

### 9.7 Policy Revision Acceptance

- BEBD-Agenda
- FF-Naming of Facilities
- JICDE-Bullying Prevention and Education
- JRA-JRC-Student Records Release of Information of Students

### **10.0 ACTION ITEMS – AUDIO 01:14:32**

10.1 A motion was made to approve Policy GDD – Vacation and Holidays.

Motion moved by Director Booth

Motion seconded by Director Powell

#### ROLL CALL:

Director Heather Booth – aye

Director Rhonda Olsen – aye

Director Mary Powell – aye

Director Jonathan Waller – aye

Director Michael Calahan – aye

The motion carries 5-0

### **11.0 BOE PLANNING-AUDIO 01:17:58**

11.1 The next regular Board of Education meeting is scheduled for April 24, 2023, at 6 p.m. working session in the Boardroom District Office.

11.2 Future board meeting dates for July was discussed, possibility of one meeting in July.

### **12.0 EXECUTIVE SESSION - AUDIO 01:21:06 (audio omitted)**

A motion was made for the Board to vote to convene into executive session pursuant to C.R.S. 24-6-402(4)(b) for legal advice from Attorney Brad Miller.

Motion moved by Director Olsen

Motion seconded by Director Booth



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### ROLL CALL:

Director Heather Booth – aye  
Director Rhonda Olsen – aye  
Director Mary Powell – aye  
Director Jonathan Waller – aye  
Director Michael Calahan – aye

The motion carries 5-0

The Board moved into executive session at 7:31 p.m.  
The Board moved out of executive session at 7:59 p.m.

### 13.0 ADJOURNMENT 01:23:07

The regular board meeting adjourned at 8:03 p.m.

Respectfully Submitted,

Rhonda Olsen, President

Heather Booth, Vice President

Mary Powell, Secretary

Michael Calahan, Treasurer

Jonathan Waller, Assistant Secretary/Treasurer

Recorded by: Jaimee Glazebrook