



## RECORD OF PROCEEDINGS

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**BOARD OF EDUCATION  
BOARD ROOM, DISTRICT OFFICE  
MINUTES OF MEETING  
October 8, 2018 (Business Session Meeting)**

A Business Session Board Meeting of the Elizabeth School District was held on Monday, October 8, 2018, in the Board Room, District Office.

### **1.0 CALL TO ORDER**

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

### **2.0 ROLL CALL:**

The following BOE Directors were present:

Director Paul Benkendorf  
Director Carol Hinds  
Director Cary Karcher  
Director Dee Lindsey  
Director Richard Smith

Also present: Superintendent Douglas Bissonette, Director of Finance Ron Patera, HR Director Kin Shuman, Technology Director Marty Silva, Secretary to Board Jaimee Glazebrook

### **3.0 PLEDGE OF ALLEGIANCE**

President Carol Hinds 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 Lindsey  
Motion seconded by Director Smith

### **ROLL CALL:**

Director Paul Benkendorf - aye  
Director Carol Hinds - aye  
Director Cary Karcher - aye  
Director Dee Lindsey - aye  
Director Richard Smith - aye

The motion carried 5-0

### **6.0 APPROVAL OF MINUTES**

6.1 A motion was made to approve the minutes from the September 24, 2018, Elizabeth Schools Board of Education meeting.

Motion moved by Director Smith  
Motion seconded by Director Karcher



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### ROLL CALL:

Director Paul Benkendorf – abstain  
Director Carol Hinds - aye  
Director Cary Karcher - aye  
Director Dee Lindsey - aye  
Director Richard Smith – aye

The motion carried 4-0

### 7.0 COMMUNICATIONS

#### 7.1 HR Update

HR Director Kin Shuman gave an update on the hiring of Director of Safety and Emergency Planning. The second round of interviews was just completed and included site visits at all of the schools. The results of the interviews are being reviewed and the next step in the process is being considered.

With unemployment at an all-time low the job market everywhere has improved, so much that it has become a challenge for us hiring not only teachers but classified staff also. The increase in minimum wage has required us to increase our hourly wage but it is still a struggle competing with other schools in our area. We are however doing great with hiring quality substitutes and have been filling 95-100% of sub requests.

#### 7.2 Technology Update

Technology Director Marty Silva shared an update on the new employee that was hired as a replacement for a recent resignation.

A technology fact sheet was passed out to understand where the technology fees go that are collected at registration. The fact sheet represents purchases done for the 2017-2018 school year. Purchases consisted of Chromebooks, desktop computers, servers, projectors, teacher laptops, software and security cameras.

Mr. Silva applied for the CDE Computer Science Education Grant last year and we received \$16,000. That grant money went to professional development and technology equipment. Mr. Silva will be applying for the same grant this year and the grant specifies that most of it should go to professional development. The grant is designed to help schools train and retain Computer Science teachers.

An internet outage occurred last week and we were down for a day due to vandalism in Franktown.

#### 7.3 Financial Update

Director of Finance Ron Patera reviewed checks over \$5,000 which includes typical monthly expenses such as utility bills, charter school flow thru and insurance premiums. There were also payments for legal services, the boiler repair at EHS, partial tuition for Pickens Technical Institute, technology hardware, partial payment for EHS yearbook and rodeo stock contractor services.

Financial statements represent activity through the end of August or 16.66% through the new fiscal year. General funds revenues are at 14.22% collected year to date while expenditures are 17.15% spent when compared to the budget. There were some unexpected expenses due to more students needing specialized services, which will increase the general fund budget by at least \$50k to \$60k depending on the experience of the employees hired.

Up until the past year the district accounted for the preschool program as one entity. However, CDE recognizes the program as two separate entities and when we transmitted the data to the state the financial transparency website showed all the expenses in one program while the other one displayed zero expenses. We have since created another location code for the program to split the expenses.





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Mr. Patera commented on the minimal Bond Redemption Fund expenditures. The expenditure page only shows \$250 spent for a trustee fee, which is because the interest and principal payments only happen in June and December, so activity looks a little unusual until December.

### 7.4 Superintendent Update

Superintendent Douglas Bissonette shared an update on the Charter School contract which is a 10-year contract that comes up for renewal this year. The Charter school is currently looking at the contract and the plan is to have it ready for approval in February or March. Everyone agrees the contract is more or less working, but, there is the need to look at the things that are out of date, not useful any more or need to be revised. The Board was asked to consider if there is anything they would like to see regarding the contract.

Currently there is a very active citizen campaign committee that meets weekly with participation in support of the Mill Levy Override. Different activities have kept volunteers engaged, such as, honk and waves, social media, marketing and phone calls. There has been a lot of community and citizen support, along with financial support, and the plan is to continue being active until Election Day. Danny Wilcox is coordinating and leading the effort and has been very successful in doing so. Some questions that have been asked by staff and community members are how will the money be allocated? Bissonette presented publically to the board four numbers to put out to the community and the staff.

- 86% of total MLO would go to competitive compensation
- Minimum increase for licensed staff would be 10%
- Starting salary on the salary schedule for teaching staff would be \$34,000
- Minimum increase of 7.5% would go to support staff, which includes instructional support, administrative support and trade support

Superintendent Bissonette asked the board for their thoughts on the draft letter containing the information described. The board agreed with the content of the letter and felt it should be sent.

Bissonette plans to go to the Town Council meeting tomorrow. The trustees are set to consider, and hopefully approve, a resolution in support of 4A.

### 8.0 PUBLIC PARTICIPATION

No public participation

### 9.0 CONSENT AGENDA

A motion was made to approve the consent agenda 9.1 - 9.6

Motion moved by Director Karcher

Motion seconded by Director Lindsey

#### ROLL CALL:

Director Paul Benkendorf - aye

Director Carol Hinds - aye

Director Cary Karcher - aye

Director Dee Lindsey - aye

Director Richard Smith – aye

The motion carried 5-0

#### 9.1 New Hires/Re-Hires

Courtney Homberg, Custodian, District Wide

Jennifer Gooderham, Lead Custodian, EMS



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Dawn Finken, Sped Para, EMS  
Virginia Schneider, Childcare Floater, SHE/PS

### 9.2 Transfers/Changes

Kimberly McKay, Lead Custodian, EMS  
Shawnee Middleton, Assistant Teacher, SHE  
David Tavis, Lead Custodian, EHS  
Katherine Weber, Sped Para, SHE

### 9.3 Resignations

Patrick McCarthy, Head Custodian, EMS  
Darin Gerlach, Custodian, SHE

### 9.4 Extra Duty Assignments

Brittany Story, Student Council Sponsor, EMS  
David Goldscheid, Band/Concerts Sponsor, Choir/Orchestra Sponsor, EMS  
Rebecca Carnahan, Student Council Sponsor, EMS  
Lori Williams-Martin, Geography Bee Sponsor, EMS  
Reaghan Quintana, Spelling Bee Sponsor, EMS  
John Weber, Football Assistant Coach, EHS  
Stephanie Xavier, Softball Assistant Coach, EHS  
Todd Eyler, Football Assistant Coach, EMS  
Summer Katzoff, Boys Soccer Asst. Coach, Head Girls Soccer Coach, Student Council #1 Sponsor, EHS  
Laurie Burke, After Prom Sponsor, EHS  
Christiane Klick, GT Shadow Liaison, RCE  
Susan Jones, Boys Basketball Asst. Coach, Girls Basketball Asst. Coach, EMS  
Brook Briddle, Softball Assistant Coach, EHS  
Steve Biller, Head Softball Coach, EHS  
Sarah Mosher, Junior Sponsor, EHS, SWAAAC Coordinator (District Wide), Sped Team Lead, EHS  
Chris Hamner, Head Football Coach, Softball Assistant Coach, EMS  
Lori McCain, Junior Sponsor, FBLA Asst. Sponsor, Flight Crew Asst. Sponsor, EHS, CTE Coordinator, EHS  
Alan Small, Head Cross Country Coach, EHS, Head Track Coach, EMS  
Shelby Brown, GT Shadow Liaison, EMS  
Melanie Darter, Teacher Additional Class, EHS  
Shawn Novak, Girls Basketball Assistant Coach, EMS  
Mike Zoesch, Head Football Coach, Track Assistant Coach, EHS  
TJ Schmitt, Football Assistant Coach, EHS  
Magen North, Difficult to Fill Position, Psych Team Lead, District Wide  
Kristin Foster, OT Team Lead, Difficult to Fill Position, District Wide  
Spencer Smith, Head Boys Golf Coach, EHS  
Brooke Thomann, Cheer Assistant Coach, EHS  
Katie Boehm, Difficult to Fill Position, District Wide  
Jon Taylor, TSA Sponsor, EHS  
Jennifer Barclay, Drama Sponsor, Drama Sound Booth Sponsor,  
Musical Production Sponsor, Thespians Sponsor, EHS  
Connie Hines, Difficult to Fill Position, District Wide  
Lauren Teeters, Difficult to Fill Position, District Wide  
Zane Smith, SWAAAC Coordinator, Difficult to Fill Position, District Wide  
Amber Davis, PK Team Lead, Child Find Coordinator, Difficult to Fill Position, District Wide  
Michelle Jones, Volleyball Assistant Coach, EMS  
Brian Martinez, Football Assistant Coach, EHS



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### 9.5 Substitutes

Joshua Lamb  
Karen Borgsmiller  
Cynthia Goetz

### 9.6 Monthly Financial Report

### **10.0 ACTION ITEMS**

A motion was made to approve the Second and Final Readings to policies GBGC (Pre-K Staff Illness and Food Handling), GBGC-E-1 (Pre-K Staff Illness and Food Handling-Exhibit 1), GBGC-E-2 (Pre-K Staff Illness and Food Handling-Exhibit 2).

Motion moved by Director Benkendorf

Motion seconded by Director Smith

### **ROLL CALL:**

Director Paul Benkendorf - aye  
Director Carol Hinds - aye  
Director Cary Karcher - aye  
Director Dee Lindsey - aye  
Director Richard Smith - aye

The motion carried 5-0

### **11.0 DISCUSSION ITEMS**

#### **11.1 CASB Delegate Assembly**

Director Smith will be attending the Fall Delegate Assembly Conference on October 20, 2018 as our district's voting delegate.

### **12.0 BOE PLANNING**

The next regular Board of Education meeting is scheduled for October 22, 2018, at 6 p.m. As of now two board members are unable to attend, if another is unable to attend the meeting will be cancelled.

### **13.0 EXECUTIVE SESSION**

No Executive Session

### **14.0 ADJOURNMENT**

The regular board meeting adjourned at 7:10 p.m.





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Respectfully Submitted,

Carol Hinds, President

Dee Lindsey, Vice President

Paul Benkendorf, Secretary

Cary Karcher, Treasurer

Richard Smith, Assistant Secretary/Treasurer

Recorded by: Jaimee Glazebrook