



RECORD OF PROCEEDINGS

**BOARD OF EDUCATION
BOARD ROOM, DISTRICT OFFICE
MINUTES OF MEETING
January 13, 2020 (Business Session Meeting)**

A Business Session Board Meeting of the Elizabeth School District was held on January 13, 2020 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 Kim Frumveller
Director John Guttenberg
Director Carol Hinds
Director Cary Karcher

Also present: Superintendent Douglas Bissonette, Chief Finance Director Ron Patera, HR Director Kin Shuman, Technology Director Marty Silva, Elizabeth High School Teacher Leanne Cook, Elizabeth High School Parent Dave Eddy, and the Elizabeth High School Gymnastics Team

3.0 PLEDGE OF ALLEGIANCE

President Carol Hinds led the audience in the Pledge of Allegiance.

4.0 APPROVAL OF AGENDA/ADDITIONS/DELETIONS/BLANKET MOTION

A motion was made to approve the agenda.

Motion moved by Director Karcher

Motion seconded by Director Guttenberg

ROLL CALL:

Director Paul Benkendorf - aye
Director Kim Frumveller - aye
Director John Guttenberg - aye
Director Carol Hinds - aye
Director Cary Karcher - aye

The motion carried 5-0

5.0 APPROVAL OF MINUTES

5.1 A motion was made to approve the minutes from the December 9, 2019, Elizabeth Schools Board of Education meeting.

Motion moved by Director Karcher

Motion seconded by Director Guttenberg

ROLL CALL:

Director Paul Benkendorf - aye
Director Kim Frumveller - aye
Director John Guttenberg - aye
Director Carol Hinds - aye
Director Cary Karcher - aye



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The motion carried 5-0

6.0 COMMUNICATIONS

6.1 Homegrown Talent Initiative

Dave Eddy, parent and community member, presented on the progress of the Elizabeth School District with the Homegrown Talent Initiative (HTI). Eight rural school districts in the state of Colorado were given grants for this initiative. In May, four of the eight schools will be chosen to receive funding for the implementation of the Initiative. The funding, if chosen, is expected to be \$150,000 a year for three years. The district is working on its implementation plan and graduate profile that will be presented in May. The Homegrown Talent Initiative is a collaboration effort to design, develop and implement a more dynamic, agile approach to student learning. Plus, the HTI is designed to support communities in developing and strengthening student access to career-connected learning in the context of local and regional needs.

6.2 HR Update

Director of Special Education, Kim Morrison, will be leaving at the end of the school year. Morrison's position has been posted and the district is reviewing applications. HR Director Kin Shuman shared that the process for evaluating the candidates is being developed and there will be an update at the next meeting.

Benefits for the 2020-2021 school year are being reviewed and some potential new opportunities are being considered.

6.3 Technology Update

Technology Director Marty Silva gave an overview to the Board on what the technology department does to prevent phishing scams within the district. A third party has partnered with the district to look at our data centers and securities. Specifically, our overall protection is being reviewed to try to prevent any cyber risks to the district.

6.4 Financial Update

Chief Financial Director Ron Patera reviewed checks over \$5,000 which includes typical monthly expenses with additional expenses for SPED services, HVAC software upgrades, and SRO services. Financial statements reflect activity through the end of November or 41.67% through the fiscal year. General fund revenues are at 30% and expenditures are at 41.15%.

Budget revisions will come to the Board at the end of January and will include actual enrollment revenue numbers, salary and benefit line items that will be revised using formula-driven changes, the transfer to the bond fund for final payment, payments to PERA, excess SPED costs, and proposed capital items.

Budget goals and the budget calendar for 2020-2021 were distributed for feedback and discussion.

A town easement was sent to the school district involving underground utility work for the trail system that is going in by Running Creek Elementary.

6.5 Superintendent Update

Superintendent Bissonette shared that the district and state performance frameworks approved by the Board in November were made official by the state in December. The district is the 4th highest rated district in the Denver metro area and Elizabeth Middle School was ranked 17th highest middle school in the state out of 270 middle schools.

The proposed 2020-2021 calendar has been sent to parents and the final school calendar will come to the board at the January 27 BOE meeting. Staff feedback resulted in a change to the calendar. Two 2-day weeks were eliminated resulting in a longer Thanksgiving Break. The misalignment with our Spring Break and our athletic competitors was brought to the Calendar Committee's attention and Spring Break was moved to the 4th full week in March to align schedules. This change will help with missed classroom time and stress on athletes.



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7.0 PUBLIC PARTICIPATION

No public participation

8.0 Education Showcase/Recognitions

8.1 The Elizabeth Schools Board of Education recognized the 2019 Elizabeth High School Gymnastics Team for earning the 2019 State Championship 4A title. It takes hard work, team spirit and tireless dedication to achieve this type of success and the board hopes the experience has brought the team fond memories and valuable experiences. Congratulations to the Elizabeth High School Gymnastics Team on your title and good luck in the future.

Several team members spoke about the chemistry the team has along with the support from each other which is what they believe helped them reach their goal.

8.2 Elizabeth High School Teacher, Leanne Cook shared with the Board information about this year's Career and College Fair. This year's fair will pair well with the Homegrown Talent Initiative by being Career and College instead of just a College Fair. It will take place on February 4 and there will be three sessions. The 1st session will be for 9th and 10th grades, the 2nd session will be for 8th grade, along with homeschooled and Kiowa and Elbert Schools, and the 3rd session will be for juniors and seniors.

9.0 CONSENT AGENDA

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

Motion moved by Director Guttenberg

Motion seconded by Director Frumveller

ROLL CALL:

Director Paul Benkendorf - aye

Director Kim Frumveller - aye

Director John Guttenberg - aye

Director Carol Hinds - aye

Director Cary Karcher - aye

The motion carried 5-0

9.1 New Hires/Re-Hires

Janet Snider, Teacher, RCE

Laurel Block, Special Ed Para, SHE

9.2 Employment Separations

Megan Malone, Teacher, Opportunity Program

Sherri Keithline, Special Ed Para, EHS

9.3 Extra Duty Assignments

Cheri Wyatt, Teacher, EHS

Alan Small, Asst. Cross Country Coach, EHS

9.4 Substitutes

Michael Munafo, Substitute Teacher

Michael Dee, Substitute Paraprofessional

Justin Layle, Substitute Paraprofessional

William Teeters, Substitute Paraprofessional

Jennifer Haddikin, Substitute Teacher

9.5 Monthly Financial Report



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9.6 ELAT Grant

10.0 ACTION ITEMS

10.1 A motion was made to approve the 3rd and final reading of new policy EHC (Safeguarding Personal Identifying Information)

Motion moved by Director Benkendorf

Motion seconded by Director Guttenberg

ROLL CALL:

Director Paul Benkendorf - aye

Director Kim Frumveller - aye

Director John Guttenberg - aye

Director Carol Hinds - aye

Director Cary Karcher - aye

The motion carried 5-0

10.2 A motion was made to approve the 3rd and final reading of revised policy JF-E (Admission and Denial of Admission) Exhibit

Motion moved by Director Guttenberg

Motion seconded by Director Karcher

ROLL CALL:

Director Paul Benkendorf - aye

Director Kim Frumveller - aye

Director John Guttenberg - aye

Director Carol Hinds - aye

Director Cary Karcher - aye

The motion carried 5-0

10.3 A motion was made to approve the 3rd and final reading of revised policy JFABE (Students in Foster Care)

Motion moved by Director Guttenberg

Motion seconded by Director Karcher

ROLL CALL:

Director Paul Benkendorf - aye

Director Kim Frumveller - aye

Director John Guttenberg - aye

Director Carol Hinds - aye

Director Cary Karcher - aye

The motion carried 5-0

10.4 A motion was made to approve the 3rd and final reading of revised policy JFABE-R (Students in Foster Care) Regulation

Motion moved by Director Guttenberg

Motion seconded by Director Karcher

ROLL CALL:

Director Paul Benkendorf - aye

Director Kim Frumveller - aye



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Director John Guttenberg - aye
Director Carol Hinds - aye
Director Cary Karcher - aye

The motion carried 5-0

11.0 DISCUSSION ITEMS

11.1 A Board Retreat took place on Saturday, January 11, 2020 at the Elizabeth High School Library. Discussion was had about the benefits of having the meeting.

12.0 BOE PLANNING

The next regular Board of Education meeting is scheduled for January 27, 2020, at 6 p.m.

13.0 EXECUTIVE SESSION

No executive session

14.0 ADJOURNMENT

The regular board meeting adjourned at 8:06 p.m.

Respectfully Submitted,

Carol Hinds, President

Cary Karcher, Vice President

Paul Benkendorf, Secretary

Kim Frumveller, Treasurer

John Guttenberg, Assistant Secretary/Treasurer

Recorded by: Jaimee Glazebrook