



## RECORD OF PROCEEDINGS

---

**BOARD OF EDUCATION  
BOARD ROOM, DISTRICT OFFICE  
MINUTES OF MEETING  
August 12, 2019 (Business Session Meeting)**

A Business Session Board Meeting of the Elizabeth School District was held on August 12, 2019, in the Board Room, District Office.

### **1.0 CALL TO ORDER**

President Carol Hinds called the Business Session BOE Meeting to order at 6:07 p.m.

### **2.0 ROLL CALL:**

The following BOE Directors were present:

Director Carol Hinds

Director Cary Karcher

Director Dee Lindsey (by video conference)

Director Richard Smith

Also present: Superintendent Douglas Bissonette, Chief Finance Director Ron Patera, HR Director Kin Shuman, and Technology Director Marty Silva

### **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 agenda.

Motion moved by Director Smith

Motion seconded by Director Karcher

### **ROLL CALL:**

Director Carol Hinds - aye

Director Cary Karcher - aye

Director Dee Lindsey - aye

Director Richard Smith - aye

The motion carried 4-0

### **6.0 APPROVAL OF MINUTES**

6.1 A motion was made to approve the minutes from the June 24, 2019, Elizabeth Schools Board of Education meeting.

Motion moved by Director Karcher

Motion seconded by Director Smith

### **ROLL CALL:**

Director Carol Hinds - aye

Director Cary Karcher - aye

Director Dee Lindsey - aye

Director Richard Smith - abstain



## RECORD OF PROCEEDINGS

---

The motion carried 3-0

### 7.0 COMMUNICATIONS

#### 7.1 HR Update

HR Director Kin Shuman shared that teacher retention was higher this year which he attributes to salary increases. There are a few positions that the district is still in the process of filling. These positions are a middle school counselor, a special education teacher, and a district wide school psychologist.

Orientation for new licensed staff was held August 6 - 9 and consisted of 4 half days. Training included, Infinite Campus, website, safety, and mentor training. The second half of those 4 days took place in the schools with staff meeting their coworkers and setting up their classrooms. Shuman recognized Singing Hills Elementary Principal Regina Montera and Elizabeth High School Teacher Laurie Schlekeway for the mentor training that they provided to new staff.

The annual district luncheon and pinning ceremony will be held on August 13, 2019 recognizing many of the staff and their milestones.

#### 7.2 Technology Update

Technology Director Marty Silva shared that the district received a Wi-Fi upgrade with the exception of the high school since it was upgraded a couple years ago. A wireless connection was also upgraded in hopes to correct some of the issues that Frontier High School was having last year.

Summer projects included upgrades to some of the teacher laptops along with an orientation for new licensed staff to get information that they need from a technology standpoint. The Get Tech Initiative laptops were received on August 1<sup>st</sup> and the technology department is working on getting them fully operational. Training is under way for the 31 pilot teachers to ensure everyone has the tools to be able to use the Chromebooks to their full potential.

#### 7.3 Financial Update

Chief Financial Director Ron Patera reviewed checks over \$5,000, which included typical expenditures, along with payments for numerous technology purchases, detention services, district wide parking lot striping, SPED related contract services, carpeting, custodial supplies, RTU replacements at Elizabeth Middle School, AP exams, the district website, educational online services, renewal for substitute management services, the HVAC software project, a school signboard and association dues.

Financial statements are through the end of June, which is 100% through the fiscal year. 102.76% of our budgeted general fund revenues have been collected and 95.82% have been expended. The district did receive more than expected from the specific ownership tax which means there will be more than expected in the ending fund balance for the year that just ended. The state will make an adjustment this year to correct it. It also appears that the districts self-insurance fund will need to make a payment to Anthem for claims that exceeded premiums paid.

Patera shared an operations update with the board listing improvements and repairs made to the various schools in the district.

#### 7.4 Superintendent Update

Elizabeth School District received the preliminary results for CMAS Testing. Although the details are embargoed until August 15<sup>th</sup>, Superintendent Bissonette was able to share that there are very strong growth numbers across the district, especially in Language Arts. Growth numbers are determined by comparing students from one year to the next and then by comparing to other students with the same starting point. The state is also in the process of sending out district and school performance frameworks which includes CMAS results, post-secondary measures, PSAT and SAT scores, and graduation rates.



## RECORD OF PROCEEDINGS

---

Comprehensive training with local emergency responders and the school district was conducted over the course of 3 days. The training consisted of 2 days of interactive classroom instruction and 1 day of scenarios. There were many volunteers to assist with the scenarios and helped deliver a realistic opportunity to learn from. The School Resource Officer (SRO)/Elizabeth Police Department employee that was chosen has started within the district and will be splitting his time between the middle and high school. He participated in the training with local emergency responders and has gone through Law Enforcement SRO training. Stop the Bleed training will also be provided in the next week for Elizabeth Schools' staff to participate in. This is a specific type of first aid training that teaches how to stop bleeding from a life-threatening wound.

The district is working on information that will be available to residents to help better understand school taxes. Various wording on tax statements have been used over the past few years. Taxes from the mill levy passed in 2018 are on resident's tax bills and the district wants to make sure voters understand their school taxes.

The principal position at Legacy Academy Charter School is vacant and the charter school is in the process of filling that vacancy.

### **8.0 PUBLIC PARTICIPATION**

Eric Haigh, Michael Hendrickson, and John Gleason all spoke during the public participation portion of the Board meeting. They shared concerns regarding safety, transparency, hiring, and board governance at Legacy Academy Charter School.

### **9.0 CONSENT AGENDA**

A motion was made to approve the consent agenda 9.1 - 9.8.

Motion moved by Director Smith

Motion seconded by Director Karcher

#### **ROLL CALL:**

Director Carol Hinds - aye

Director Cary Karcher - aye

Director Dee Lindsey - aye

Director Richard Smith - aye

The motion carried 4-0

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

Cherie Wyatt, Teacher, EHS

Alise Wisniewski, Teacher, EHS

Kaci Smith, Teacher, EMS

Kendra Narvaez, Teacher, SHE

Martha Williams, Teacher, EHS

Corrine Lederhos, Teacher, SHE

Ariella Smolin, Teacher, EHS

Crystal Conner, Teacher, RCE

Yacina Tamendjari, Teacher, EMS

Carla Carlisle, Teacher, SHE

Lincoln Jones, Teacher, EMS

Chelsea Linton, Teacher, EHS

Amanda Thompson, Counselor, EHS

Tonya Stanton, Custodian, EHS

Cory Harrison, Custodian, EHS

Krystal Zander, Teacher Asst.-Library, EMS



## RECORD OF PROCEEDINGS

---

### 9.2 Transfers/Changes

Rick Tolka, Lead Custodian, EMS  
Amber Darrow, Sped Para, RCE  
Jaimee Glazebrook, Admin. Asst. to Supt. and Board, Admin

### 9.3 Employment Separations

Melissa Rosales, Custodian, EHS  
Pam Dees, Bus Driver, Transportation  
Christine Ferrel, Sped Para, EMS  
Laura Swofford, Bus Driver, Transportation  
Amy Clark, Campus Secretary, EMS  
Laura Turco, Cook, SHE  
Jennie Thoene, Asst. Teacher, SHE/PS  
Shannon Harrell, Teacher, SHE  
Shawnee Middleton, Sped Para, SHE

### 9.4 Extra Duty Assignments

Robert McMullen, Summer School/Dist. Asses. Coord., FHS  
Kin Shuman, Mentor-Induction Programs, Business Office

### 9.5 Substitutes

Cindy Zimmerman, Substitute Teacher

### 9.6 Monthly Financial Report

### 9.7 Disposition of District Property

### 9.8 Coordinated Election Intergovernmental Agreement

## **10.0 ACTION ITEMS**

No Action Items

## **11.0 DISCUSSION ITEMS**

### **11.1 Background Checks for School Board Candidates**

Discussion was had regarding background checks on school board candidates. The general consensus was to forgo doing background checks on candidates at this time. Candidates are required to sign an affidavit stating that they are eligible to run for school board director.

### **11.2 Election Observer**

Discussion was had regarding whether the Elizabeth School District would like to have an election observer. The Elizabeth Schools Board of Education has chosen not to appoint an observer by jurisdiction for public logic and accuracy test of voting equipment.

## **12.0 BOE PLANNING**

The next regular Board of Education meeting is scheduled for August 26, 2019, at 6 p.m.

## **13.0 EXECUTIVE SESSION**

No Executive Session

## **14.0 ADJOURNMENT**

The regular board meeting adjourned at 7:18 p.m.



## RECORD OF PROCEEDINGS

---

Respectfully Submitted,

Carol Hinds, President

Dee Lindsey, Vice President

Paul Benkendorf, Secretary

Cary Karcher, Treasurer

Richard Smith, Assistant Secretary/Treasurer

Recorded by: Jaimee Glazebrook