



## **RECORD OF PROCEEDINGS**

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**BOARD OF EDUCATION  
BOARD ROOM, DISTRICT OFFICE  
MINUTES OF MEETING  
May 5, 2025 – Business Session**

**A Business Session Board Meeting of the Elizabeth School District was held on May 5, 2025, at the Elizabeth School District Board Room.**

**1.0 CALL TO ORDER – AUDIO 00:00:07**

**Director Rhonda Olsen called the BOE Business Meeting to order at 6:00 p.m.**

**2.0 ROLL CALL:**

**The following BOE Directors were present:**

**Director Michael Calahan - aye**

**Director David Fletcher –aye**

**Director Rhonda Olsen – aye**

**Director Mary Powell – aye**

**Director Jonathan Waller – aye**

**Also present: Superintendent Dan Snowberger, Chief Financial Officer Justin Henry, Legal Counsel Brad Miller, Legal Counsel Bryce Carlson (Executive Session Only), Legal Counsel Julian Ellis, Grant and Facilities Coordinator Franziska Johnson, and Executive Assistant Jaimee Glazebrook**

**3.0 PLEDGE OF ALLEGIANCE**

**Director Rhonda Olsen led the audience in the Pledge of Allegiance.**

**4.0 APPROVAL OF AGENDA/ADDITIONS/DELETIONS/BLANKET MOTION – AUDIO 00:01:32**

**A motion was made to amend the agenda to remove an individual from the consent item 9.3. The motion was withdrawn and the agenda was amended to remove 9.3 Employee Separations as a whole from the agenda and tabled until the next board meeting.**

**Motion moved by Director Olsen**

**Motion seconded by Director Fletcher**

**ROLL CALL:**

**Director Mike Calahan - aye**

**Director David Fletcher –aye**

**Director Rhonda Olsen – aye**

**Director Mary Powell – nay**

**Director Jonathan Waller - nay**

**The motion carries 3-2**

**5.0 EXECUTIVE SESSION – AUDIO 00:03:30**



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**5.1 A motion was made for the Board to move into Executive session under C.R.S. 24-6-402 (4) (b) regarding current legal cases with the district. Conferences with an attorney for the purpose of receiving legal advice on specific legal questions. (No record required when the attorney says the session is a privileged attorney-client communication.)**

**C.R.S. 24-6-402 (4) (e) regarding Independence Classical Academy contract and facility matters. Determination of positions relative to matters that may be subject to negotiations, development of strategy for negotiations and instruction of negotiators.**

**Motion moved by Director Olsen**

**Motion seconded by Director Powell**

**ROLL CALL:**

**Director Mike Calahan - aye**

**Director David Fletcher - aye**

**Director Rhonda Olsen - aye**

**Director Mary Powell - aye**

**Director Jonathan Waller - aye**

**The motion carries 5-0**

**Present in Executive Session**

**Director Rhonda Olsen**

**Legal Counsel Julian Ellis**

**Director Mike Calahan**

**Board Clerk Jaimee Glazebrook**

**Superintendent Dan Snowberger**

**Legal Counsel Brad Miller**

**Director Jonathan Waller**

**Director David Fletcher**

**Director Mary Powell**

**Legal Counsel Bryce Carlson**

**Time into Executive Session: 6:07 p.m.**

**Legal Counsel Bryce Carlson left the executive session at approximately 6:25 p.m.**

**Topic in executive session changed at 6:58 p.m.**

**Legal Counsel Julian Ellis left the executive session at 6:58 p.m.**

**5.2. A motion was made to move out of Executive Session.**

**Motion moved by Director Olsen**

**Motion seconded by Director Waller**

**ROLL CALL:**

**Director Mike Calahan - aye**

**Director David Fletcher - aye**



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Director Rhonda Olsen – aye  
Director Mary Powell – aye  
Director Jonathan Waller - aye

The motion carries 5-0

Time Out of Executive Session: 7:21 p.m.

### 6.0 APPROVAL OF MINUTES – AUDIO 01:14:19

6.1 A motion was made to approve the minutes from the Board of Education meetings on April 7, 2025 and April 15, 2025.

Motion moved by Director Olsen

Motion seconded by Director Powell

### ROLL CALL:

Director Mike Calahan - aye  
Director David Fletcher –aye  
Director Rhonda Olsen – aye  
Director Mary Powell – aye  
Director Jonathan Waller - aye

The motion carries 5-0

### 7.0 COMMUNICATIONS – AUDIO 01:14:36

7.1 Board Member Reports

7.2 Superintendent Report

### 8.0 PUBLIC COMMENT – AUDIO 01:17:06

1. Nancy Wiswell
2. Lisa Beach
3. Maggie Witherbee
4. Katie Carrico
5. Jason Gieck
6. Angelly Jiminez
7. Adam Payton
8. Lindsey Cutter
9. Meghann Silverthorn

### 9.0 CONSENT ITEMS - AUDIO 01:42:02

A motion was made for the board to approve consent items 9.1-9.6 with the exception of 9.3, Employee Separations.

Motion moved by Director Olsen

Motion seconded by Director Fletcher



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### ROLL CALL:

Director Mike Calahan - aye  
Director David Fletcher - aye  
Director Rhonda Olsen - aye  
Director Mary Powell - aye  
Director Jonathan Waller - aye

The motion carries 5-0

### 9.1 New Hires/Re-Hires

Jessica Delinger, Bookkeeper/Athletics, EHS  
Alexandria Edmonson, Asst. Teacher, Childcare  
Tam Smith, Administrator, EMS  
Patrick Funkhouser, SPED Para, SHE  
Justin Henry, CFO, DW  
Lynea Pearson, Special Services Director, DW  
Virginia Rudibaugh, Sub. Kitchen Staff, DW  
Patrick Searle, Sub. Bus Driver, Transportation

### 9.2 Transfers/Changes

Danielle Cunningham, SPED Para, SHE  
Jeannie Suazo, Accts. Payable Specialist, DW  
Colleen Donahue, SPED Office Coordinator, SPED  
Katelind Schaal, SPED Para, SHE  
Tammy Meyers, HR Coordinator, DW  
Lisa Hundley, Kitchen Staff, SHE

### 9.3 Employee Separations

### 9.4 Licensed Staffing Recommendations

### 9.5 Classified Staffing Recommendations

### 9.6 Certified Sick Bank Requests

### 10.0 ACTION ITEMS – AUDIO 01:42:37

10.1 A motion was made that the board approve the repeal of policy DD, Funding Proposals, Grants, and Special Projects. Motion was withdrawn to consider a future policy for this.

Motion moved by Director Olsen

Motion seconded by Director Calahan

10.2 No motion was made for the approval of the repeal of regulation DD-R, Funding Proposals, Grants, and Special Projects.





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**10.3 A motion was made that the board approve the repeal of regulation DI-R-1, Expenditure Review Process.**

**Motion moved by Director Olsen**

**Motion seconded by Director Calahan**

**ROLL CALL:**

**Director Mike Calahan - aye**

**Director David Fletcher –aye**

**Director Rhonda Olsen – aye**

**Director Mary Powell – aye**

**Director Jonathan Waller - aye**

**The motion carries 5-0**

**10.4 A motion was made that the board approve the repeal of regulation DI-R-2, Credit Card and Local Vendor Charge Account Usage.**

**Motion moved by Director Olsen**

**Motion seconded by Director Calahan**

**ROLL CALL:**

**Director Mike Calahan - aye**

**Director David Fletcher –aye**

**Director Rhonda Olsen – aye**

**Director Mary Powell – aye**

**Director Jonathan Waller - aye**

**The motion carries 5-0**

**10.5 A motion was made that the board approve the repeal of regulation DI-R-3, Cellular Phone Usage.**

**Motion moved by Director Olsen**

**Motion seconded by Director Calahan**

**ROLL CALL:**

**Director Mike Calahan - aye**

**Director David Fletcher –aye**

**Director Rhonda Olsen – aye**

**Director Mary Powell – aye**

**Director Jonathan Waller - aye**

**The motion carries 5-0**

**10.6 A motion was made that the board approve the 1<sup>st</sup> reading of revised policy DAC\*, Federal Fiscal Compliance. The motion was amended for approval of 1<sup>st</sup> and final reading of revised policy DAC\*, Federal Fiscal Compliance.**

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**Motion moved by Director Olsen**

**Motion seconded by Director Calahan**

**ROLL CALL:**

**Director Mike Calahan - aye**

**Director David Fletcher –aye**

**Director Rhonda Olsen – aye**

**Director Mary Powell – aye**

**Director Jonathan Waller - aye**

**The motion carries 5-0**

**10.7 A motion was made that the board approve the 1<sup>st</sup> and final reading of revised policy DID, Inventories.**

**Motion moved by Director Olsen**

**Motion seconded by Director Calahan**

**ROLL CALL:**

**Director Mike Calahan - aye**

**Director David Fletcher –aye**

**Director Rhonda Olsen – aye**

**Director Mary Powell – aye**

**Director Jonathan Waller - aye**

**The motion carries 5-0**

**10.8 A motion was made that the board approve the 1<sup>st</sup> and final reading of revised policy DIE, Audits/Financial Monitoring.**

**Motion moved by Director Olsen**

**Motion seconded by Director Calahan**

**ROLL CALL:**

**Director Mike Calahan - aye**

**Director David Fletcher –aye**

**Director Rhonda Olsen – aye**

**Director Mary Powell – aye**

**Director Jonathan Waller - aye**

**The motion carries 5-0**

**10.9 A motion was made that the board approve the 1<sup>st</sup> and final reading of revised policy DJ/DJA, Purchasing/Purchasing Authority.**

**Motion moved by Director Olsen**

**Motion seconded by Director Calahan**



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**ROLL CALL:**

**Director Mike Calahan - aye**  
**Director David Fletcher –aye**  
**Director Rhonda Olsen – aye**  
**Director Mary Powell – aye**  
**Director Jonathan Waller - aye**

**The motion carries 5-0**

**10.10 A motion was made that the board approve the 1<sup>st</sup> and final reading of revised policy DJB\*, Federal Procurement.**

**Motion moved by Director Olsen**  
**Motion seconded by Director Calahan**

**ROLL CALL:**

**Director Mike Calahan - aye**  
**Director David Fletcher –aye**  
**Director Rhonda Olsen – aye**  
**Director Mary Powell – aye**  
**Director Jonathan Waller - aye**

**The motion carries 5-0**

**10.11 A motion was made that the board approve the 1<sup>st</sup> and final reading of the reviewed policy DI, Fiscal Accounting.**

**Motion moved by Director Olsen**  
**Motion seconded by Director Calahan**

**ROLL CALL:**

**Director Mike Calahan - aye**  
**Director David Fletcher –aye**  
**Director Rhonda Olsen – aye**  
**Director Mary Powell – aye**  
**Director Jonathan Waller - aye**

**The motion carries 5-0**

**10.12 A motion was made that the board approve the 1<sup>st</sup> and final reading of the reviewed regulation DJB\*-R, Federal Procurement.**

**Motion moved by Director Olsen**  
**Motion seconded by Director Calahan**

**ROLL CALL:**

**Director Mike Calahan - aye**



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**Director David Fletcher –aye**  
**Director Rhonda Olsen – aye**  
**Director Mary Powell – aye**  
**Director Jonathan Waller - aye**

**The motion carries 5-0**

**10.13 A motion was made that the board approve the 1<sup>st</sup> and final reading of replacement policy DJE, Bidding Procedures.**

**Motion moved by Director Olsen**

**Motion seconded by Director Calahan**

**ROLL CALL:**

**Director Mike Calahan - aye**  
**Director David Fletcher –aye**  
**Director Rhonda Olsen – aye**  
**Director Mary Powell – aye**  
**Director Jonathan Waller - aye**

**The motion carries 5-0**

**10.14 3<sup>rd</sup> Quarter Financials**

**10.15 2025-2026 Budget Overview**

**10.16 A motion was made that the board approve the resolution regarding Independence Classical Academy to extend their charter to open for the 2026-27 school year as the resolution just read into the record.**

**Motion moved by Director Powell**

**Motion seconded by Director Fletcher**

**ROLL CALL:**

**Director Mike Calahan - aye**  
**Director David Fletcher –aye**  
**Director Rhonda Olsen – aye**  
**Director Mary Powell – aye**  
**Director Jonathan Waller - aye**

**The motion carries 5-0**

**11.0 BOE PLANNING/NEW BUSINESS – AUDIO 02:57:42**

**11.1 The next Board of Education Meeting is scheduled for May 19, 2025 in the Board Room district offices.**





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**12.0 ADJOURNMENT – AUDIO 02:58:28**

The regular board meeting adjourned at 9:08 p.m.

Respectfully Submitted,

Rhonda Olsen, President

David Fletcher, Vice President

Mary Powell, Secretary

Michael Calahan, Treasurer

Jonathan Waller, Assistant Secretary/Treasurer

Recorded by: Jaimee Glazebrook