



RECORD OF PROCEEDINGS

**BOARD OF EDUCATION
BOARD ROOM, DISTRICT OFFICE
MINUTES OF MEETING
February 25, 2019 (Work Session Meeting)**

A Work Session Board Meeting of the Elizabeth School District was held on February 25, 2019, in the Board Room, District Office.

1.0 CALL TO ORDER

President Carol Hinds called the Work Session BOE Meeting to order at 6:05 p.m.

2.0 ROLL CALL:

The following BOE Directors were present:

Director Paul Benkendorf

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, Safety and Emergency Planning Director Shane Pynes, Special Services Director Kim Morrison and Secretary to Board Jaimee Glazebrook

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 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

5.0 APPROVAL OF MINUTES

5.1 A motion was made to approve the minutes from the February 11, 2019, Elizabeth Schools Board of Education meeting.

Motion moved by Director Smith

Motion seconded by Director Benkendorf

ROLL CALL:

Director Paul Benkendorf - aye

Director Carol Hinds - aye

Director Cary Karcher – aye



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Director Dee Lindsey – aye
Director Richard Smith – aye

The motion carried 5-0

6.0 EDUCATION SHOWCASE

6.1 Special Services Director Kim Morrison shared that there are 14 indicators that the Colorado Department of Education takes into consideration when evaluating school districts for compliance. Elizabeth School District is compliant in all 14 indicators and is well within the “meets requirements” range.

Within Special Services is the Opportunity Program that serves 9 total students with 4 students that come to us from East Central BOCES. This program focuses on behavior and academics and has recently implemented two new electives this year, wood shop and foods class. The students have also built and are maintaining a hydroponic system for science.

Another program is ASPIRE (Adult Students Preparing for Independence, Responsibility, and Employment) and it serves students 18 to 21 years of age. The student numbers fluctuate from 4 to 8 and there is currently a long term substitute that is helping with this program. The district has hired a full-time teacher for next year. The students in this program partner with community resources such as the Food Bank, Staying Fit and Lovin It, and Goodwill. Their goal is to be out in the community learning to be independent. One project the students are focusing on is the making and selling of dog cookies, they are earning money to purchase the ingredients and managing the process.

Morrison gave an update on the new behavioral program at Singing Hills Elementary and how the students are doing and how the program is helping students become successful.

The Gifted and Talented program also falls under Special Services; currently, Lynnette Metherd is working as a coordinator and providing training services to both elementary schools. Julie Reese is working with teachers and students at Elizabeth Middle School to complete ALP's along with Shelby Brown who is also working with students at the middle school to provide services to meet their ALP goals. Leanne Cook is providing services at the High School level. She has developed and will be copyrighting a new Passport which takes the place of the ALP at that level. Students begin work on their Passport in 9th grade and complete each stage at each grade level until they have completed the Passport.

7.0 COMMUNICATIONS

7.1 Safety Update

Safety and Emergency Planning Director Shane Pynes gave an update on the safety grant that was awarded to the district in full. The Elizabeth School District received approximately \$103,000 with matching funds of over \$51,000. The district is moving forward on getting competitive bids for all of the projects that were outlined in the grant. One of these projects is digital repeaters for our communications; recently our digital repeater on Mt. Evans went down and conveniently our grant covers it. Another project is the high school camera system and locking relay that was installed last week. This system is currently being tested and the high school will soon be implementing a process that they can follow. Pynes sent in a revised statement of work to the Department of Homeland Security and Emergency Management and is awaiting their grant agreement. Once they are in full agreement the district should expect payment in mid-April.

Pynes is also having discussions at the schools and with local first responders on the expected Security Resource Officer position.

7.2 Financial Update

Chief Financial Director Ron Patera shared the possibility of an Intergovernmental Agreement (IGA) with the town to provide the maintenance and operating services for the Freshwater System and the Wastewater Treatment Facility at



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Singing Hills Elementary. Right now the district is using an outside contractor. The town would take over the operations and sampling as well as being responsible for turning in the Discharge Monitoring Reports. Discussion was had about the well at Singing Hills Elementary and the possibility of putting an alarm on it in case of system malfunctions in the future.

Patera is recommending the purchase of a robust automation system that will control and monitor the HVAC units at Elizabeth High School, Running Creek Elementary and Singing Hills Elementary. The automation at the high school is no longer being supported or communicating with the other schools. Several control boards are non-operational which causes some of the HVAC systems to run more than needed which is inefficient and shortens the life span of the units. Discussion was had about why we are using a central system and why each individual school is not controlling their own units. A new automation system would allow the district to monitor all the rooftop units, diagnose problems within the units, make comfort-setting changes and proactively predict component failures. A system like this would allow the district to preset times for units to turn off and on based on the needs of each school which would reduce the time each unit is operating and prolong its life while reducing utility costs. This system employs early fault detection and diagnosis that identifies and diagnoses when and why equipment is not operating as efficiently as it should. Its early failure detection capabilities can prevent further damage to the units and alert operations to order repair parts allowing us to repair units on our schedule. It also has remote access capabilities allowing it to be repaired from other locations. This automation system is also desirable because other components could be added to the system in the future, such as controls for water and safety. The cost of the automation system would be approximately \$68,000.

Safety and Emergency Planning Director Shane Pynes added the safety benefits to using this type of system and how it provides prevention and the ability to anticipate problems before they occur.

7.3 Superintendent Update

Superintendent Bissonette shared that the charter contract draft is with legal counsel and asked the Board to let him know if there are any specifics that they may want added.

The Mill Levy Override items that are still being developed are primarily related to safety and security. The social and emotional resources are also part of the safety and security piece. The principals looked again at what they thought would be most useful and that is help with non-special education high behavior needs. Principals want someone available at all of our schools to work with students, teachers, and parents on those most difficult student problems. There are students that require expertise that our staff is currently not trained for and often these students demand a large amount of time. This position would be more of a specialist to deal with more serious issues in our schools. Human Resources is currently working on a job description so the district can move forward with this.

Legacy presented their proposal to the District Accountability Committee. They are following the three areas that are in the ballot language but not to the same percentages as the district.

8.0 CONSENT AGENDA

A motion was made to approve the consent agenda 8.1.

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



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8.1 New Hires

Kimberly Runyan, Assistant Principal, EHS

9.0 ACTION ITEMS

9.1 A motion was made to approve the first reading of revised policy EEAG-E Student Transportation in Private Vehicles (Memorandum of Understanding)-Exhibit. Discussion was had about new wording in the policy.

Motion moved by Director Smith

Motion seconded by Director Karcher

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

9.2 A motion was made to approve the first and final reading of revised policy GBGG-R-3 Discretionary Leave Buy Back Amounts-Regulation.

Motion moved by Director Smith

Motion seconded by Director Benkendorf

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

9.3 A motion was made to approve the second and final reading of revised policy JLCB Immunization of Students.

Motion moved by Director Karcher

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

9.4 A motion was made to approve the second and final reading of revised policy JICEA-R School-Related Student Publications (School Publications Code)-Regulation. Discussion was had on what all is included in student publications.

Motion moved by Director Benkendorf

Motion seconded by Director Karcher



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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

9.5 A motion was made to approve the third and final reading of revised policy EEAG Student Transportation in Private Vehicles.

Motion moved by Director Smith

Motion seconded by Director Benkendorf

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

9.6 A motion was made to repeal the policy CCA Organization Chart.

Motion moved by Director Smith

Motion seconded by Director Karcher

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

10.0 DISCUSSION ITEMS

No discussion items

11.0 BOE PLANNING

BOE Retreat is scheduled for March 2, 2019

The regular Board of Education meeting is scheduled for March 11, 2019, at 6 p.m.

BOE Meeting May 20, 2019, Director Hinds will be absent and Director Lindsey will be video conferencing

12.0 EXECUTIVE SESSION

No Executive Session

13.0 ADJOURNMENT

The regular board meeting adjourned at 7:38 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