



## RECORD OF PROCEEDINGS

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### BOARD OF EDUCATION BOARD ROOM, DISTRICT OFFICE\* MINUTES OF MEETING June 22, 2020 (Working Session)

A Work Session Board Meeting of the Elizabeth School District was held on Monday, June 22, 2020, in the Board Room, District Office.

\*In accordance with Public Health Order 20-28 issued from the Colorado Department of Public Health and Environment, individuals are encouraged to practice social distancing with a minimum of six foot distance between individuals and to avoid gatherings of more than 10 people. Accordingly, in-person attendance at the meeting is limited to essential District personnel and Board members. To ensure transparency of the Board's proceedings a live audio link was provided and a recording of the proceedings was posted on the district website within 24 hours of the meeting.

#### **1.0 CALL TO ORDER**

President Carol Hinds called the Work Session BOE Meeting to order at 6:01 p.m.

#### **2.0 ROLL CALL:**

The following BOE Directors were present:

Director Kim Frumveller  
Director John Guttenberg  
Director Carol Hinds

Also present: Superintendent Douglas Bissonette, Chief Finance Director Ron Patera and Secretary to the Board Jaimee Glazebrook

#### **3.0 PLEDGE OF ALLEGIANCE**

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

#### **4.0 APPROVAL OF AMENDED AGENDA/ADDITIONS/DELETIONS/BLANKET MOTION**

A motion was made to approve the **amended** agenda.

Motion Moved by Director Guttenberg  
Motion Seconded by Director Frumveller

#### **ROLL CALL:**

Director Kim Frumveller - aye  
Director John Guttenberg - aye  
Director Carol Hinds - aye

The motion carried 3-0

#### **5.0 APPROVAL OF MINUTES**

5.1 A motion was made to approve the minutes from the June 8, 2020, Elizabeth Schools Board of Education meeting.

Motion Moved by Director Frumveller  
Motion Seconded by Director Guttenberg

#### **ROLL CALL:**

Director Kim Frumveller - aye



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Director John Guttenberg - aye  
Director Carol Hinds - aye

The motion carried 3-0

### **6.0 EDUCATION SHOWCASE**

No Education Showcase

### **7.0 COMMUNICATIONS**

**7.1** Chief Financial Director Ron Patera shared the State Treasurer's Interest-Free Loan Program will be needed this year. The district has used this program in the past to cover expenses until funding is received. The district will need to borrow 3.1 million dollars this year since it is spending down our fund balance and receiving less money monthly from the state.

Patera discussed insurance policies and that the district's property and liability insurance was not reduced this year but the insurance company did leave the wind and hail deductible at a flat \$5000. Property and liability insurance along with worker's compensation did increase and the district is working on mitigating our worker's compensation claims going forward. Patera also discussed our policies for pollution liability which is our fuel storage tanks at transportation and also our cyber-security policy.

Patera introduced both budgets for 2019-2020 and 2020-2021. A supplemental budget was introduced for 2019-2020 to account for the additional revenue received related to Corona Virus funds. The district also amended the budget to include our increased expenditure side for expenses related to the Corona Virus. The 2020-2021 fiscal year budget looks like there will be about a 5% reduction in funding from the current year to the next. There is a small increase in property tax money coming in but the district will be receiving about \$140,000 less per month in state equalization funding. The district is planning to use reserves that have been built up to help with the reduction in funding. There is also a reduction in cell site revenue but improvement fees look like they will continue from the new housing developments. Additionally, the district will be losing rural funding.

Patera is still concerned about enrollment for next year. It is hard to anticipate what parents will choose to do regarding their children attending schools.

### **7.2 Superintendent Update**

Superintendent Bissonette shared with the Board that guidance is changing weekly and while many districts are starting to publicize their fall plans Elizabeth School District has decided to wait until July and then have leadership meet at a school and district level to begin planning. Bissonette is hoping for a mostly normal in-person instruction that can be managed and still be safe.

Bissonette feels that most families would like their students to return to in-person instruction this fall, although there could be a small percentage of families who would prefer online for various reasons. The Elizabeth School District could provide an online option, possibly contracting with an existing online program where district teachers support those students.

Discussion was had about the start of school in the fall and how closely guidelines need to be followed.

### **8.0 CONSENT AGENDA**

A motion was made to approve Consent Agenda items 8.1-8.4.

Motion Moved by Director Guttenberg

Motion Seconded by Director Frumveller

ROLL CALL:



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Director Kim Frumveller - aye  
Director John Guttenberg - aye  
Director Carol Hinds - aye

The motion carried 3-0

### 8.1. New Hires/Re-Hires

Sharon Roman, Teacher, EMS  
Mark Atkins, Teacher, EMS  
Jorden Marklowitz, Teacher, EHS  
Kelsey Ubben, Teacher, EHS  
Emily Stout, Teacher, SHE

### 8.2 Employment Separations

Zane Smith, Speech Language Pathologist, District Wide  
Ray Hirman, Asst. Principal/Athletic Director, EMS

### 8.3 Disposition of District Property-Technology

### 8.4 Approval of Colorado Department of Education IDEA Funding Eligibility

## **9.0 ACTION ITEMS**

9.1 A motion was made to approve the resolution authorizing the district's participation in the State Treasurer's Interest-Free Loan Program and authorize the Board of Education President and Secretary to sign the agreement.

Motion Moved by Director Frumveller  
Motion Seconded by Director Guttenberg

### **ROLL CALL:**

Director Kim Frumveller - aye  
Director John Guttenberg - aye  
Director Carol Hinds - aye

The motion carried 3-0

9.2 A motion was made to approve the FY 2019-2020 Beginning Fund Balance Resolution.

Motion Moved by Director Guttenberg  
Motion Seconded by Director Frumveller

### **ROLL CALL:**

Director Kim Frumveller - aye  
Director John Guttenberg - aye  
Director Carol Hinds - aye

The motion carried 3-0

9.3 A motion was made to approve the Appropriation Resolution FY 2019-2020.

Motion Moved by Director Frumveller  
Motion Seconded by Director Guttenberg

### **ROLL CALL:**

Director Kim Frumveller - aye





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Director John Guttenberg - aye  
Director Carol Hinds - aye

The motion carried 3-0

9.4 A motion was made to approve the Beginning Fund Balance Resolution FY 2020-2021.  
Motion Moved by Director Guttenberg  
Motion Seconded by Director Frumveller

ROLL CALL:  
Director Kim Frumveller - aye  
Director John Guttenberg - aye  
Director Carol Hinds - aye

The motion carried 3-0

9.5 A motion was made to approve the Appropriation Resolution FY 2020-2021 Budget.  
Motion Moved by Director Guttenberg  
Motion Seconded by Director Frumveller

ROLL CALL:  
Director Kim Frumveller - aye  
Director John Guttenberg - aye  
Director Carol Hinds - aye

The motion carried 3-0

9.6 A motion was made to approve the 2020-2021 Property and Liability Insurance, Workers Compensation Insurance.  
Motion Moved by Director Frumveller  
Motion Seconded by Director Guttenberg

ROLL CALL:  
Director Kim Frumveller - aye  
Director John Guttenberg - aye  
Director Carol Hinds - aye

The motion carried 3-0

9.7 A motion was made to approve the 1<sup>st</sup> and final reading of revised policy BEC (Executive Sessions).  
Motion Moved by Director Guttenberg  
Motion Seconded by Director Frumveller

ROLL CALL:  
Director Kim Frumveller - aye  
Director John Guttenberg - aye  
Director Carol Hinds - aye

The motion carried 3-0

9.8 A motion was made to approve the 1<sup>st</sup> and final reading of revised policy BEDA (Notification of School Board Meetings).



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Discussion was had about wording in the policy and changes were made.

Motion Moved by Director Guttenberg  
Motion Seconded by Director Frumveller

ROLL CALL:  
Director Kim Frumveller - aye  
Director John Guttenberg - aye  
Director Carol Hinds - aye

The motion carried 3-0

9.9 A motion was made to approve the 1<sup>st</sup> and final reading of revised policy IHBEA (English Language Learners).

Motion Moved by Director Frumveller  
Motion Seconded by Director Guttenberg

ROLL CALL:  
Director Kim Frumveller - aye  
Director John Guttenberg - aye  
Director Carol Hinds - aye

The motion carried 3-0

9.10 A motion was made to approve the 1<sup>st</sup> and final reading of revised policy KE (Public Concerns and Complaints).

Motion Moved by Director Guttenberg  
Motion Seconded by Director Frumveller

ROLL CALL:  
Director Kim Frumveller - aye  
Director John Guttenberg - aye  
Director Carol Hinds - aye

The motion carried 3-0

### **10.0 DISCUSSION ITEMS**

No discussion items

### **11.0 BOE PLANNING**

The next regular Board of Education meeting is scheduled for Monday, August 10, 2020 at 6 p.m.

An executive session is planned for the August 10, 2020 Board meeting.

### **12.0 EXECUTIVE SESSION**

No executive session

### **13.0 ADJOURNMENT**

The regular board meeting adjourned at 7:17 p.m.



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Respectfully Submitted,

Carol Hinds, President

Cary Karcher, Vice President

Paul Benkendorf, Secretary

Kim Frumveller, Treasurer

John Guttenberg, Assistant Secretary/Treasurer

Recorded by: Jaimee Glazebrook