



RECORD OF PROCEEDINGS

BOARD OF EDUCATION BOARD ROOM, DISTRICT OFFICE* MINUTES OF MEETING April 20, 2020 (Working Session)

A Work Session Board Meeting of the Elizabeth School District was held on Monday, April 20, 2020, in the Board Room, District Office.

*The business session was closed to physical attendance of the public in accordance with executive order 20-23 issued by Governor Jared Polis and Centers for Disease Control and Prevention and Colorado Department of Public Health and Environment guidance, prohibiting gatherings of 10 people or more. 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 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, EMS Principal Pam Eschief (by video conference), District Nurse Lori Clark, Parent and Community Member Dave Eddy (by video conference), 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 AGENDA/ADDITIONS/DELETIONS/BLANKET MOTION

A motion was made to approve the agenda.

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

5.0 APPROVAL OF MINUTES

5.1 A motion was made to approve the minutes from the April 6, 2020, Elizabeth Schools Board of Education meeting.

Motion Moved by Director Frumveller
Motion Seconded by Director Karcher



RECORD OF PROCEEDINGS

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

6.0 EDUCATION SHOWCASE

6.1 Elizabeth Middle School Principal Pam Eschief presented highlights from the 2019-2020 school year to the Board of Education.

At the end of last year the CMAS testing results for the middle school ranked them 17th out of 270 in the state. Testing for this year has been canceled due to remote learning which is disappointing but the teachers and staff are excited to see what the kids will be able to do next year.

Over 50 students have applied and been accepted to the National Junior Honor Society. State Geography Bee was canceled although the middle school did have a student who qualified to compete. 8th grader, Caleb Dunn, was recognized for that accomplishment.

Outdoor education for 6th grade was brought back this year. Students attended Camp Keystone in Bailey, Colorado. Group activities as well as hiking, icebreakers, and other new activities were enjoyed. The middle school plans to attend next year as well.

The focus this year for staff was to build relationships with students of all grades. 8th grade went to the Miller Activity Center in Castle Rock where they enjoyed turf games, trampolines, and basketball. 7th grade intended to go to Castlewood Canyon but changed to Evans Park where they were able to enjoy many activities.

The bell schedule was altered this year due to snow days and the water main break in order to build up more time. This ended up being beneficial, the same schedule will be kept next year as the teachers really liked the extra time and it will add 10 more days to their school year.

Remote learning has been successful and Eschief is proud of all of her staff for their hard work in helping the students learn in a different way. A thank you was given to Superintendent Bissonette and the Board for all they have done to support Elizabeth Middle School.

Discussion was had about how the teachers are adapting to remote learning.

6.2 District Nurse, Lori Clark shared her background coming to the district after 24 years at Children's Hospital. Clark has many responsibilities in the district some of which include the health care needs of all of the students in the district, delegating and training health aides at all schools under her nursing license, health advocate for students on IEPs, district 504 coordinator, immunization compliance, hearing and vision screenings, and health care consultant for the preschools in our district. She is also responsible for CPR and first aid training, infection control reporting, serving on the district attendance review board, Early Childhood Council, and is the coordinator for the district Wellness Committee.

Some concerns staff and parents have had about the Coronavirus is the reopening of schools and individuals with underlying health conditions, whether school will come back into session or stay remote, and being able to get personal protection equipment. A plan will need to be established moving forward on how reopening might look.



RECORD OF PROCEEDINGS

7.0 COMMUNICATIONS

7.1 Homegrown Talent Initiative Update

Dave Eddy, parent and community member, updated the Board on the Homegrown Talent Initiative (HTI). Due to the transition to remote learning HTI has extended some of their deadlines for the submittal. A draft will be submitted tomorrow, a virtual site visit will take place at the beginning of May, final implementation plan submission later in May, with a funding decision in June. Eddy is extremely confident it will be a positive outcome for the school district. Some of the things that were intended to start in the fall will most likely start after winter break now. The plan is still to make major changes to the curriculum, implement an internship program, a certificate program and make schedule changes.

7.2 HR Insurance Update

HR Director Kin Shuman shared with the Board the new insurance plan that the district has chosen to move forward with. The insurance committee recommended the district stay with Anthem. One reason was COVID-19 and not wanting to make changes since our staff is already familiar with the current plans. The other reason is the price of the premiums will be decreased 9.2%. All three of the plans have coinsurance even after you meet your deductible but next year our plan will be 80/20 instead of 70/30. The result of the decreases per family on the base plan will be \$72 less a month, the intermediate plan \$85 less, and our most expensive plan will be \$110 less. Dental premiums will also decrease 7% and vision and life plans will remain the same.

7.3 Financial Update

Chief Finance Director Ron Patera went over budget assumptions for the upcoming school year. Funding will most likely decrease, the district is just unsure by how much. For the current year, Patera plans to hold off on several capital projects and anticipates fewer expenditures since there are limited staff and students in the buildings.

Due to the state of the economy, the district is anticipating a five percent reduction in State funding next year. Additionally, the possibility of a slowdown in new home construction will decrease our improvement fee collections, plus the elimination of rural funding and cell site revenue declining; the district will see a decrease in revenue in these areas. There will be about \$130,000 in savings from medical and dental insurance and the closure of Frontier High School will also reduce our expenses. The per-pupil funding is unknown but we do know looking at history how the fund balance was affected during the last recession.

Superintendent Bissonette shared the memo with regard to the adjustment of the process for the School Finance Act. The district wants to provide certainty for employees that they will not only have a job but also what their income will be at a minimum. Due to the fact that the School Finance Act has not been introduced yet the district plans to assume no compensation increase for staff at the present time.

Discussion was had about employee compensation.

HR Director Kin Shuman discussed staffing recommendations which included classified and licensed staff and director/administrator contracts. Once the Board has approved the lists the contracts and notice of assignments will be generated and sent to employees for signatures.

7.4 Superintendent Update

Superintendent Bissonette reviewed the Class Size Report that is brought to the Board twice a year. The Class Size Report breaks down the class sizes within the district in different metrics. Discussion was had about the report.

Bissonette shared that today, Governor Polis announced that in-person instruction would remain suspended until the end of the school year. The district is waiting to see what the executive order specifically outlines and

RECORD OF PROCEEDINGS

if there any opportunities we can provide for students. Anything that would possibly happen would be voluntary.

8.0 CONSENT AGENDA

A motion was made to approve Consent Agenda items 8.1-8.3.

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

8.1 Employment Separation

Kristin Newell, EMS, Teacher

Monica Acosta, EMS Teacher

Robert Chavez, EHS, Teacher

8.2 Request for 110-Day Transition Year

Robin Biery, EHS, Office Manager

8.3 Agreement with BluSky Restoration Services for floor restoration project at EMS

9.0 ACTION ITEMS

9.1 A motion was made to approve the staffing recommendations for certified staff 2020-2021 school year.

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

9.2 A motion was made to approve the staffing recommendation for classified staff 2020-2021 school year.

Motion Moved by Director Frumveller

Motion Seconded by Director Benkendorf

ROLL CALL:

Director Paul Benkendorf - aye

Director Kim Frumveller - aye

Director John Guttenberg - aye

Director Carol Hinds - aye

Director Cary Karcher - aye



RECORD OF PROCEEDINGS

The motion carried 5-0

9.3 A motion was made to approve the recommendations for director and administrator contracts.

Motion Moved by Director Benkendorf
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

9.4 A motion was made to approve the BOE meeting schedule for 2020-2021.

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

9.5 A motion was made to approve the 2nd and final reading of revised policy GBEB (Staff Conduct (and Responsibilities)).

Motion Moved by Director Karcher
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

9.6 A motion was made to approve the 2nd and final reading of revised policy GCE/GCF (Professional Staff Recruiting/Hiring).

Motion Moved by Director Frumveller
Motion Seconded by Director Benkendorf

ROLL CALL:

Director Paul Benkendorf - aye
Director Kim Frumveller – aye



RECORD OF PROCEEDINGS

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

The motion carried 5-0

9.7 A motion was made to approve the 2nd and final reading of revised policy GCE/GCF-R (Professional Staff Recruiting/Hiring)-Regulation.

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

9.8 A motion was made to approve the 2nd and final reading of revised policy GDE/GDF-R (Support Staff Recruiting/Hiring)-Regulation.

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

9.9 A motion was made to approve the 2nd and final reading of revised policy KFA (Public Conduct on District Property).

Motion Moved by Director Karcher
Motion Seconded by Director Benkendorf

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

10.0 DISCUSSION ITEMS

Chief Finance Director Ron Patera shared that there would be carpet as well as tile installed at the Elizabeth Middle School in the restoration process.



RECORD OF PROCEEDINGS

Superintendent Douglas Bissonette shared the steps in the interview process for the principal position at Running Creek Elementary.

11.0 BOE PLANNING

The next regular Board of Education meeting is scheduled for Monday, May 4, 2020 at 6 p.m.

12.0 EXECUTIVE SESSION

No executive session

13.0 ADJOURNMENT

The regular board meeting adjourned at 7:58 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