

# ELIZABETH SCHOOL DISTRICT - RECORD OF PROCEEDINGS

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**ELIZABETH SCHOOL DISTRICT**  
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## **BOARD OF EDUCATION BOARD ROOM, DISTRICT OFFICE MINUTES OF MEETING June 12, 2017 (Business Meeting)**

A Business Board Meeting of the Elizabeth School District was held on Monday, June 12, 2017 in the Board Room, District Office.

### **1.0 CALL TO ORDER**

President Deb Spenceley called the Business Session BOE Meeting to order at 5:04 p.m.

#### **ROLL CALL:**

The following BOE Directors were present:

Director Carol Hinds

Director Dee Lindsey

Director Richard Smith

Director Deb Spenceley

Also present: Superintendent Douglas Bissonette  
Chief Finance Director Ron Patera  
Human Resources Director Kin Shuman  
Communications Director Melissa Hoelting

### **3.0 EXECUTIVE SESSION**

A motion was made to convene into executive session to conference with an attorney for the purpose of receiving legal advice referring to a real estate transaction, pursuant to C.R.S. 24-6-402 (4)(b).

Motion moved by Director Lindsey

Motion seconded by Director Smith

#### **ROLL CALL:**

Director Carol Hinds – aye

Director Dee Lindsey – aye

Director Richard Smith – aye

Director Deb Spenceley – aye

The motion carried 4-0

The June 12 business meeting reconvened at 6:23 p.m. following the executive session. Director Richardson joined the regular meeting at that time.

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## 4.0 PLEDGE OF ALLEGIANCE

President Deb Spenceley led the audience in the Pledge of Allegiance.

## 5.0 EDUCATION SHOWCASE

A video montage of the 2017 EHS graduation that was created by students Hayes Rodrigue and Damien Garvey was shown to board members. The students have been involved in the high school's video and film production program/EZTV. There's a lot of opportunity for that program to really develop what the students can do. The video also illustrates a lot of things that are critical to learning – success, accomplishments, enjoyment, and friendship. The district is looking into a number of ways to use and promote the video.

## 6.0 APPROVAL OF AGENDA/ADDITIONS/DELETIONS/BLANKET MOTION

A motion was made to approve the agenda.

Motion moved by Director Lindsey

Motion seconded by Director Hinds

### ROLL CALL:

Director Carol Hinds – aye

Director Dee Lindsey – aye

Director Chris Richardson – aye

Director Richard Smith – aye

Director Deb Spenceley – aye

The motion carried 5-0

## 7.0 APPROVAL OF MINUTES

7.1 A motion was made to approve the minutes from the May 22, 2017 meeting.

Motion Moved by Director Richardson

Motion Seconded by Director Smith

### ROLL CALL:

Director Carol Hinds – aye

Director Dee Lindsey – aye

Director Chris Richardson – aye

Director Richard Smith – aye

Director Deb Spenceley – aye

The motion carried 5-0

## 8.0 COMMUNICATIONS

### 8.1 HR Update

HR Director Kin Shuman reported that the district's current teacher turnover rate is about 20%, which historically is good for the district. Running Creek Elementary and Elizabeth Middle School have completed hiring for the 2017-18 school year. Frontier High School, Singing Hills Elementary and Elizabeth High School have a few more positions to fill. The middle school hired a Technology/STEM teacher that will add to current elective classes in computers, art, choir, drama, orchestra and band.

Shuman also discussed workers compensation insurance and premiums. The district pays a premium to Pinnacol Assurance to cover all district employees. Shuman reported that our premiums have been going down the last few years due to employees being more conscientious and fewer severe injuries. When injuries do happen employees are reporting the injury to HR in a timely manner. Due to the district's experience and Pinnacol's 4% CASE discount, the district will save an additional \$15,000 next year. A few years ago the district was paying \$130,000 in premiums and next year the district will pay \$89,000.

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### 8.2 Chief Finance Director Update

Chief Financial Director Ron Patera said the contract for outsourced custodial work will be presented for final BOE approval at the June 26 board meeting. While the district recently received some good news about one-time funding, ongoing budget constraints continue and need to be addressed minimizing any impacts on classroom instruction. Outsourcing custodial support services is expected to save the district more than \$90,000 annually. Head custodial positions at each school will continue as district employees, but about 14 support custodial positions are impacted by the outsourcing.

The decision was more difficult than most because of how it affects individual staff members. The district is working with those staff members to provide as much help, guidance and assistance as possible. HR Director Kin Shuman is providing resume writing assistance and helping them with the application process for other positions within the district. So far, one custodian has been hired in another school district and all potential contract custodial companies have expressed willingness to consider hiring current custodial employees.

Patera reviewed checks over \$5,000 and financial statements. In addition to the normal monthly expenditures, there were payments for contractual services for special needs students, technology hardware for use throughout the district and a payment for roofing supplies and materials. Patera reported that the district has collected 67.10 percent of its budgeted general fund revenues and expended 72.89% of the budgeted general fund's expenditures.

The Elizabeth High School roof replacement remains on schedule. District representatives met with the roofing contractor last week to develop a contingency plan in case weather delays the completion date. The project has reached the roofing tar application stage, which could create some odors in the vicinity of the school.

The final Proposed 2017-18 Budget will be presented at the June 26 board meeting. A few capital items have been added to the budget, including additional asphalt to create two delineated exit lanes at Elizabeth Middle School. Funds also have been added for door knob magnets at the middle school for fire code compliance, sound system improvement in the Singing Hills Elementary gym and \$20K has been added back to the technology budget. A few non-capital items have also been added to the budget including literacy/language arts curriculum materials and training for both elementary schools and additional money for staff professional development. Money will be added to a communications budget for public engagement and other efforts, and for part-time administrative support in the superintendent's office.

### 8.4 Superintendent Report

Senate Bill 272, Measures of Postsecondary and Workforce Readiness, was signed into law this May. The bill adds additional measures for high school students to demonstrate college and career readiness. The bill also requires the State Board of Education to adopt minimum achievement standards and higher achievement standards that indicate a student is prepared, without needing remediation, to enroll in postsecondary general education core courses in reading, writing and mathematics. The higher achievement standards also enable the state to give districts and schools additional performance credit on the Colorado Department of Education's Performance Frameworks based on the number of high school students who successfully demonstrate that they are prepared to enroll in postsecondary general education courses without need for remediation. The law goes into effect in the 2020-21 school year and coincides with the new graduation requirements for the class of 2021.



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## **8.5 Board of Education Update**

No Board of Education updates

## **9.0 Public Participation**

No public participation

## **10.0 CONSENT AGENDA**

A motion was made to approve the consent agenda 10.1-10.6.

Motion Moved by Director Hinds

Motion Seconded by Director Richardson

### **ROLL CALL:**

Director Carol Hinds – aye

Director Dee Lindsey – aye

Director Chris Richardson – aye

Director Richard Smith – aye

Director Deb Spenceley – aye

The motion carried 5-0

### 10.1 New Hires

Alyssa Shuman, Teacher, SHE

Melanie Schwarz, Teacher, RCE

Brandon Whittaker, Teacher, EMS

### 10.2 Resignations/Terminations/Non-Renewals

Regan Ashley, Teacher, EHS

Katie Quinn, Teacher, EHS

Robert Smith, Custodian, EHS

Rachel Samson, Teacher, SHE

Harry Grover, Teacher, EHS

Erynne Smith, Teacher, SHE

### 10.3 Monthly Financial Report

### 10.4 Approval of 2017-18 Property and Liability Insurance

### 10.5 Approval of 2017-18 Workers Compensation

### 10.6 Disposition of District Property

## **11.0 Action Items**

No Action items

## **12.0 DISCUSSION ITEMS**

12.1 Adoption of new elementary language arts curriculum

Singing Hills and Running Creek Elementary continue to work toward alignment of teaching and learning in kindergarten through 5<sup>th</sup> grade between the schools and with state standards. To continue with their alignment efforts, the board considered a new literacy and language arts curriculum from the Core Knowledge Language Arts (CKLA) program.

CKLA is an important addition to what both schools are doing under the Early Literacy Assessment Tool (ELAT) grant and the State Identified Measurable Result (SiMR) project. The CKLA curriculum will help students learn vocabulary

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and comprehension skills through listening comprehension and it will give all students access to grade-level vocabulary and higher order thinking skills. Even students who are reading below grade level will be able to actively participate in discussions that will increase their knowledge and skills. The board will consider approval of the curriculum at the June 26 BOE meeting for immediate implementation in the 2017-18 school year.

### 12.2 Student feedback on teacher instruction

The board instructed district staff to proceed with development of a draft policy for student feedback on teachers and classroom instruction. The proposed policy is anticipated to be ready for review and discussion at the beginning of the 2017-18 school year. While all of our schools already use student surveys to provide feedback on teacher instruction, the board is interested in establishing more formal guidelines across the district. The policy is intended be a statement of the district's values in giving students a voice regarding their education and the policy will outline how the surveys will be administered and used.

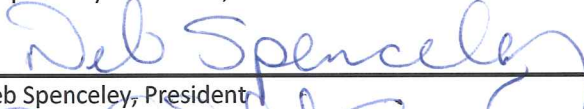
### 13.0 BOARD PLANNING

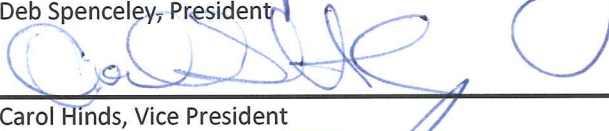
The next regular board meeting will be June 26, 2017.

### 14.0 ADJOURNMENT

The regular board meeting adjourned at 7:49 p.m.

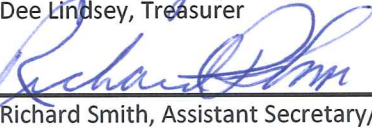
Respectfully Submitted,

  
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Deb Spenceley, President

  
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Carol Hinds, Vice President

  
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Chris Richardson, Secretary

  
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Dee Lindsey, Treasurer

  
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Richard Smith, Assistant Secretary/Treasurer

Recorded by: Melissa Hoelting, Communications Director

