

# ELIZABETH SCHOOL DISTRICT C-1 - RECORD OF PROCEEDINGS



ELIZABETH SCHOOL DISTRICT C-1  
634 S. Elbert St., P.O. Box 610  
Elizabeth, Colorado 80107  
Tel (303) 646-1836, Fax (303) 646-0337  
[www.elizabeth.k12.co.us](http://www.elizabeth.k12.co.us)  
[twitter@esdk12](https://twitter.com/esdk12)  
[facebook@esdk12](https://facebook.com/esdk12)  
[smalltownbignews.com](http://smalltownbignews.com)  
[elizabethschoolsboe.blogspot.com](http://elizabethschoolsboe.blogspot.com)

## BOARD OF EDUCATION BOARD ROOM, DISTRICT OFFICE MINUTES OF MEETING FINAL October 12, 2015 (Business Session Meeting)

A Business Session Board Meeting of the Elizabeth School District was held on Monday, October 12, 2015, in the Board Room, District Office.

### 1.0 CALL TO ORDER

President Deb Spenceley called the Business Session BOE Meeting to order at 7:00pm.

#### ROLL CALL:

The following BOE Directors were present:

Director Carol Hinds  
Director Dee Lindsey  
Director Chris Richardson  
Director Deb Spenceley

Also present: Superintendent, Douglas Bissonette  
Executive Administrative Assistant/Communication Director, Michele McCarron  
Chief Finance Director, Ron Patera  
HR Director, Kin Shuman  
Technology Director, Marty Silva

### 3.0 PLEDGE OF ALLEGIANCE

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

### 4.0 EDUCATION SHOWCASE

No Education Showcase

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

A motion was made to approve the agenda.

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 Deb Spenceley - aye  
The motion carried 4-0

# ELIZABETH SCHOOL DISTRICT C-1 - RECORD OF PROCEEDINGS

---

## 6.0 APPROVAL OF MINUTES

6.1 A motion was made to approve the minutes from 9/28/15 as written.

Motion Moved by Director Hinds

Motion Seconded by Director Richardson

## ROLL CALL:

Director Carol Hinds – aye

Director Dee Lindsey - abstain

Director Chris Richardson - aye

Director Deb Spenceley - aye

The motion carried 3-0

## 7.0 COMMUNICATIONS

### 7.1 EHS Track Initiative Update

Representatives from the EHS Track and Field Task Force including Clay Terry, Lori McCoin, and Tom Peterson provided an update to the board on their fundraising efforts that were started 2 years ago. The funds raised are targeted to resurface the track and to repair and update the vault/jump runways. The task force raised approximately \$25K through the golf tournament and the brick sales fundraiser as well as through individual and company donations. The goal of the task force was to raise \$120K. Although shy of their goal, the Board of Education commended the task force for their efforts. There has been great community participation and community awareness for the track project. The Board of Education will be using one-time revenue from last fiscal year to fund the remainder of the project. Chris Cline, EHS Athletic Director, will be leading the project. Project completion is targeted for the summer of 2016.

### 7.2 Human Resources Update

Kin Shuman, Director of Human Resources, indicated that the HR Department is currently in the middle of the transition to a new Online Substitute Request System. Mr. Shuman is also exploring two projects. One is on policies associated with student and staff use of social media and the other project is a virtual job fair with virtual interview capabilities.

### 7.3 Technology Update

Marty Silva, Director of Technology, gave an update to the board on various technology projects. The new phone system is complete and there are phones in all classrooms. Feedback from teachers at EHS is that there are not enough computers for all the students. Mr. Silva is working with Elizabeth High School on the feasibility for EHS students to bring their own devices to school. Nothing has been decided at this time, but they are doing initial investigation. Etech is the Technology Committee for the district. They will be starting their meetings soon and will be looking into more technology related professional development for teachers.

### 7.4 Chief Financial Officer Report

Chief Financial Officer Ron Patera provided the board with a report on various capital improvement projects. The new fire alarm system at RCE is complete. The Elizabeth Fire Marshall, Kara Gerczynski, was heavily involved in the project, including input in the creation of the scope of work, vetting the proposals, and providing advice during the installation of the system. The preliminary engineering report for a new state-mandated septic system at SHE is completed. The estimated cost of the new system recommended in the report is approximately \$580K. A change in state standards is driving the need to install a new system. The district is looking into possible grants to support the project, including BEST, DOLA, and CDPHE Small Communities. The district's Maintenance and Facilities Coordinator, Jeff Neer, recently completed his first year with the district in this role, has been working to provide various cost efficiencies for the district, including:

- Renegotiated printer/copier cartridges with supplier for an expected 17% savings
- Purchased gas cylinders for welding, which eliminated the rental charges for the tanks
- Installed timers to lights in the parking lots at RCE, SHE, and EMS
- Renegotiated trash and garbage services for a savings of 14% a year
- Replaced cleaning products district wide with automatic dispensed product for the correct amount of usage for a 84% savings

# ELIZABETH SCHOOL DISTRICT C-1 - RECORD OF PROCEEDINGS

---

Mr. Neer has implemented these and other changes to increase efficiencies and cost savings for the school district. Jeff Neer was commended by Mr. Patera, as well as the Board of Education, for his work.

## 7.5 Superintendent Report

Superintendent Douglas Bissonette commented on a very successful homecoming week. He commended all the schools and the wonderful level of support and participation from the staff and students in the week's themes and events. School spirit was definitely demonstrated throughout the week. Homecoming is a Cardinal tradition that brings the community together. Mr. Bissonette also indicated his appreciation for the leadership team in the district. They are strong individuals with high levels of collaboration among the team. Everybody is working very hard and it is much appreciated.

## 7.6 Board Update

The Board commented that the Raptor system donated from Elbert County Sheriff Dept. was delivered to Singing Hills Elementary. Next step is installation and staff training. The Town of Elizabeth Board of Trustees approved a resolution re-adopting the police fee schedule to provide an exemption for the Elizabeth School District employees from having to pay a \$5 fee for fingerprinting. They thanked the Town for their support of district employees.

## 7.7 Public Participation

No public participation

## 8.0 CONSENT AGENDA

A motion was made to approve the consent agenda 8.1-8.3

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 Deb Spenceley - aye

The motion carried 4-0

## 8.1 Terminations/Resignations/Non-Renewals

Nicole Pedrick, Health Technician, SHE

## 8.2 Extra Duty

## 8.3 Substitutes

## 9.0 Action Items

9.1 Personnel Policy Exception Request – was not approved

## 10.0 DISCUSSION ITEMS

### 10.1 Director Candidate Forum

There will be a Meet the Candidate Forum on October 27 at 6:30pm at the American Legion on Banner Street. This is a great opportunity to meet the three candidates running for the Elizabeth School Board. The Elizabeth School Board has two open seats and three candidates running: Dee Lindsey, Amy Lunt, and Richard Smith.

### 10.2 Proposed CASB Resolutions for Delegate Assembly

The Board of Education discussed the resolutions proposed by CASB that will be voted on at the Delegate Assembly. Director Deb Spenceley is the Elizabeth School District's delegate and will be representing our board's view at the CASB Delegate Assembly.

## ELIZABETH SCHOOL DISTRICT C-1 - RECORD OF PROCEEDINGS

---

### 10.3 ESD 101

The Board of Education will be hosting another session of ESD101. The purpose of ESD101 is to inform and educate community members on the inner workings of the Elizabeth School District on such topics as School Finance, Curriculum, Safe Schools and Technology. It's an interactive forum where community members can provide feedback and input to the Board of Education and to district administration.

### 11.0 BOARD PLANNING

The next board meeting is scheduled for October 26, 2015

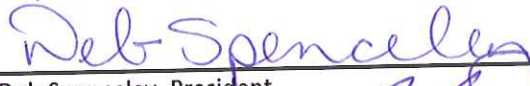
### 12.0 EXECUTIVE SESSION

No Executive Session.

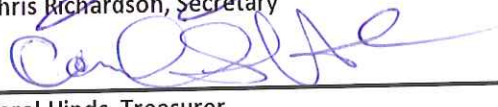
### 13.0 ADJOURNMENT

The board meeting adjourned at 8:18pm.

Respectfully Submitted,

  
Deb Spenceley, President

  
Chris Richardson, Secretary

  
Carol Hinds, Treasurer

  
Dee Lindsey, Assistant Secretary/Treasurer

Recorded by: Michele McCarron