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

An Executive Session for Personnel Matters under C.R.S. 24-6-402 (4) (f) was called to order at 6:35pm.

The following BOE Directors were present:
Director Carol Hinds
Director Dee Lindsey
Director Chris Richardson
Director Deb Spenceley
Director Chip Swan
Also present for Executive Session was Superintendent, Douglas Bissonette.

The Executive Session adjourned at 7:01pm

A Business Session Board Meeting of the Elizabeth School District was held on Monday, January 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 7:07pm.

2.0 ROLL CALL
The following BOE Directors were present:
Director Carol Hinds
Director Dee Lindsey
Director Chris Richardson
Director Deb Spenceley
Director Chip Swan

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

3.0 PLEDGE OF ALLEGIANCE
President Deb Spenceley led the audience in the Pledge of Allegiance.

4.0 EDUCATION SHOWCASE
Elizabeth Middle School

APPROVED
Jodi Elkins, Principal at EMS and Pam Eschief, Dean of Students/Athletic Director provided an update to the board on the happenings at Elizabeth Middle School.

- New at EMS included the Pearson math textbooks for 6th and 7th grade, which aligns with the textbooks used in 8th and at EHS; advisory time changed from all study halls to intervention and exploratory time; 7th grade is piloting a homework accountability program called WIN.
- Community Service is encouraged at EMS and some of their activities included helping the Women's Shelter and a canned food drive for Elizabeth Food Bank.
- Many EMS students participate in popular Band, Choir, Orchestra, Art, and Drama electives; a range of sports are offered at EMS including football, basketball, volleyball, cross country and wrestling.
- EMS offers a variety of clubs including Knowledge Bowl, Photography, Cooking, and Crafts.
- Upcoming events include:
  - Geography Bee – Jan 27th
  - Honor Roll Recognition Assemblies
  - Spring Musical, Band, Choir, Orchestra Performances
  - Open House (Learn about the school) – Jan 21st at 5:00, 6:00 and 7:00
  - 5th Grade Parent Night & Elective Showcase for incoming 5th grade students

5.0 APPROVAL OF AGENDA/ADDITIONS/DELETIONS/BLANKET MOTION
A motion was made to approve the agenda.
Motion moved by Director Richardson
Motion seconded by Director Swan

ROLL CALL:
Director Carol Hinds – aye
Director Dee Lindsey - aye
Director Chris Richardson - aye
Director Deb Spenceley - aye
Director Chip Swan - aye
The motion carried 5-0

6.0 APPROVAL OF MINUTES
6.1 Motion to approve the minutes from 12/8/14 as written.
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
Director Chip Swan - aye
The motion carried 5-0

7.0 COMMUNICATIONS
7.1 Elizabeth Education Foundation
The Elizabeth Education Foundation received more grant requests this year than in any previous year and awarded almost $12,000 in grants to teachers. The funds for the grants are raised through the Safeway and King's Sooper Grocery Cards, the Nuggets and Avalanche Community Nights, and through the Amazon Smile program. The S.T.A.R.S. banquet is scheduled for April 4, where students are recognized for taking accountability and responsibility seriously.

7.2 HR Update
Kin Shuman, Director of Human Resources, provided an update on the search for the Elizabeth High School principal. Mr. Shuman recently met with a group of parents to solicit their feedback on the attributes they are looking for in a new EHS Principal, as well as the current strengths and future challenges of EHS. Similar discussions were held with EHS staff members and EHS students. The position is posting nationally. Interviews are targeted for the February/March timeframe. Mr. Shuman also reported that due to a one-time grant we are able to hire a part-time gifted and talented coordinator for the rest of the school year.

7.3 Technology Update
Marty Silva, Director of Technology, had several items to report to the board:
- Network upgrades occurred over the holiday break making the network more efficient, improving connections and throughput at the school sites and throughout the district.
- Chrome book lab installation is complete at Running Creek Elementary.
- Map testing started which included a new implementation of computer based testing. Tech team is preparing for PARCC and CMAS testing which includes training for teachers on implementation of the testing, and training for our students on how to take the new computer based tests.

7.4 Chief Financial Officer
At the December 8, 2014 board meeting the Board of Education asked Ron Patera, Chief Financial Officer, to look into the feasibility of taking some of the unplanned one-time revenue from FY 2013/14 to address some of the district’s most urgent needs. Mr. Patera presented his recommendations which included:
- Heating unit EMS auditorium
- New heating unit in SHE kitchen
- Replace nonworking and obsolete radios for buses and SHE
- Technology purchase that was not completed before 13-14 year end.
- Start the district wide communication upgrade system including phones in all classrooms

District policy DKC-R states that the district will reimburse employees based on the current IRS standard mileage rate. The standard rate from last year to this year went from 56 cents to 57.5 cents per mile. Mr. Patera requested an exemption from that policy and to leave the rate as is at this time until the price of oil stabilizes. Board members granted this exemption.

Mr. Patera is working with the Elizabeth Chamber of Commerce to use unused classroom space at Frontier High School to offer training for new and existing local business owners and as an incubator space for start-up businesses. To foster an atmosphere of cooperation with the local Chamber and to showcase the facility for possible future paid events, Mr. Patera requested an exemption from district policy KF-R-3 to waive the fee for the January 31, 2015 Chamber retreat. Board members granted this exemption.

Beginning with the January payroll, the district’s match for PERA has increased from 17.45% to 18.35%. As a percentage of the budget expended, employee benefits will start to inch higher as a percentage of the expended budget beginning with the January statement.

7.5 Superintendent Report
Mr. Bissonnette, Superintendent, after break had the opportunity to visit all the schools and the 2nd semester is off to a smooth start. He indicated how he is often inspired by the staff working together doing what’s best for kids. Other topics briefly discussed:
- Data reporting being imposed on school districts by the state.
- Colorado Measures of Academic Success (CMAS) and Colorado Alternate Assessment (CoALT): Science and Social Studies.
- State task force on testing
- CDE’s Colorado Accommodation Manual – Selecting and Using Accommodations for Instruction and Assessment.
- Colorado General Assembly Joint Budget Committee
7.6 Board of Education
Director Deb Spenceley recognized the work of the board at the CASB convention held in December. Board members are getting ready for the General Assembly Session and will be participating in the Day at the Capital program hosted by CASB. Director Carol Hinds recognized Senator Jerry Sonnenberg, newly elected State Senator, who co-sponsored a bill for education titled General Fund Surplus Transfers for Education. This bill requires the state treasurer to transfer the General Fund surplus as follows: 70% to the State Ed Fund, 30% to the Higher Ed Fund, beginning this fiscal year and not stop until the Negative Factor no longer applies to the financing of public schools. It was introduced in the House, assigned to Finance, Education & Appropriations. Director Chris Richardson recently attended a Joint Budget Committee session.
Several members of the board of education will be attending the CASB Winter Legislative Conference.

7.7 Public Participation
Andi Hei and Heather Booth, members of the RCE PTSA, signed in to provide comments during public participation. They expressed their interest that the replacement of the Alarm System at Running Creek be included on the list of items to be addressed with the unplanned one time revenue.

8.1 CONSENT AGENDA
A motion was made to approve the consent agenda 8.1 through 8.4 as presented
Motion Moved by Director Richardson
Motion Seconded by Director Swan

ROLL CALL:
Director Carol Hinds – aye
Director Dee Lindsey - aye
Director Chris Richardson - aye
Director Deb Spenceley - aye
Director Chip Swan - aye
The motion carried 5-0

8.1 Terminations/Resignations/Non-Renewals
Virginia Diaz, Custodian, EHS
Kristina Ward, SPED Para, SHE/PS
Andrea Mulcahy, Psychologist, SHE
Victoria Vossler, Para Professional, RCE/PS
Michael Woods, Teacher, EMS
Steve Nelson, Warehouse Transporter, Food
Drenda Herrick, Teacher, EMS

8.2 New Hires
Patricia Richardson, Health Aide, EMS
Emily Schaffer, Teacher, EHS
Elizabeth Schneider, Speech Lang Pathologist, District Wide
Deborah King, Sped Para, SHE/PS

8.3 Transfers/Changes
Renae Ramos, Bus Driver, Trans
Amy Clark, Secretary, EMS
Drenda Herrick, Sped Para, EMS
Vicki Neer, Driver Trainer, Trans
Chiquita Sanders, Speech Lang Path, District Wide
Kimberly Johnston, Teacher, EMS
Rodney Blunck, Acting Principal, EHS
8.4 Substitutes

8.5 2014-2015 Extra Duty Assignments
A motion was made to approve 8.5 with the amendment of removing Michael Woods from the Extra Duty Assignments.
Motion Moved by Director Swan
Motion Seconded by Director Richardson

ROLL CALL:
Director Carol Hinds - aye
Director Dee Lindsey - aye
Director Chris Richardson - aye
Director Deb Spenceley - aye
Director Chip Swan - aye
The motion carried 5-0

9.0 Action Items
A motion was made to amend the agenda to move Resolution from 10.2 Legislative Priorities discussion to Action item 9.1 Approve (with the recommended edits) Board Resolution Regarding Priorities for Action.
Motion Moved by Director Swan
Motion Seconded by Dee Lindsey

ROLL CALL:
Director Carol Hinds - aye
Director Dee Lindsey - aye
Director Chris Richardson - aye
Director Deb Spenceley - aye
Director Chip Swan - aye
The motion carried 5-0

10.0 DISCUSSION ITEMS
10.1 Draft Budget Goals 2015-2016
The primary goal of the 2015-2016 budget for the Elizabeth School District is to put students at the heart of everything we do and prudently expending district resources. This will be accomplished using the following guidelines:
- Preserving or enhancing curricular and extra-curricular offerings to maintain or improve the quality of education for all students
- Prudently increasing salary and benefit levels in order to retain, reward and attract the highest quality educators and support staff
- Continuing to adjust staffing levels in order to reflect changes in enrollment and take advantage of voluntary departures (retirements and resignations) as much as possible
- Aligning resources for continued improvement in student success and improvements in organizational effectiveness
- Providing adequate resources to ensure safe and well maintained school facilities
- Prudently using existing financial reserves to address critical and urgent capital needs
- Seek additional revenue through grants, donations, and partnerships.

10.2 Legislative Priorities
The Elizabeth Schools Board of Education has been a strong voice in advocating for our schools with the state legislature. The Colorado General Assembly has passed multiple pieces of legislation in years past that have directly, and/or indirectly through the actions of the Colorado Department of Education, limited the ability of our board to exercise control of education in a manner that fully meets the needs of our community. The Board of Education has expressed their concern on state mandates such as:
- State implementation of graduation guidelines that interfere with our board's authority to establish local graduation standards.
- The overly burdensome standardized testing of students that reduce instructional time and increase district resource requirements.
- The increase in the amount and the frequency of data collection and reporting requirements.
- The cumulative state funding shortfall for our district that will approach $13 million dollars.
- The unpredictability of the current system for state reimbursement of district expenditures for high needs students.

10.3 Town Hall Meeting
The Elizabeth Schools Financial Town Hall Meeting is scheduled for Tuesday, January 20th starting at 6:30pm at EHS. Members of the district leadership will provide an introduction to the district's financial situation, including the annual operating and long-term capital needs of the district. Much of the Town Hall will be to hear fiscal ideas and suggestions from the community. This event is designed for the public.

10.4 ESD101
There are approximately 12 people registered to participation in the next series of ESD101. The first session will be held on January 28th with the topic of HR/Technology.

11.0 BOARD PLANNING
The next board meeting is scheduled for January 26, 2015

12.0 EXECUTIVE SESSION
No Executive Session at the end of the meeting.

13.0 ADJOURNMENT
The board meeting adjourned at 9:52pm.

Respectfully Submitted,

Deb Spenceley, President

Chip Swan, Vice President

Chris Richardson, Secretary

Carol Hinds, Treasurer

Dee Lindsey, Assistant Secretary/Treasurer

Recorded by: Michele McCarron