



## RECORD OF PROCEEDINGS

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### BOARD OF EDUCATION BOARD ROOM, DISTRICT OFFICE MINUTES OF MEETING May 3, 2021 (Business Session)

A Business Session Board Meeting of the Elizabeth School District was held on May 3, 2021 in the Board Room, District Office.

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

President Carol Hinds called the Business 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

Also present: Superintendent Douglas Bissonette, Chief Finance Director Ron Patera, HR Director Kin Shuman, Technology Director Marty Silva, EMS Principal Pamela Echief and Executive Assistant Kristen Harris.

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

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

#### **4.0 EDUCATION SHOWCASE**

Elizabeth Middle School Principal, Pamela Eschief, shared an update on the MAPS testing that took place at the middle school earlier this year, the results were overall positive. The teachers were happy with the results and now have a good idea on where to focus on development for each grade level 6-8th. The 7th graders are continuing to learn The 7 Habits of Highly Effective Teens in Ms. Neelley's class and have been really enjoying the book, as it relates to teens. National Junior Honor Society has been busy with their fundraisers including penny war, holiday hallway decorating, pie day, teachers vs. 8th grade student kickball game, the giving tree and many more. Student council has also been busy in fundraising and volunteer activities including canned food drive, and fundraisers for Thanksgiving, Christmas and St. Patrick's Day. Lastly, at the end of May 36 students will be celebrated for their Student of the Month award with a breakfast sponsored by EMS counselors.

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

A motion was made to approve the agenda.

Motion moved by Director Guttenberg

Motion seconded by Director Frumveller

#### **ROLL CALL:**

Director Paul Benkendorf - aye

Director Kim Frumveller - aye

Director John Guttenberg - aye

Director Carol Hinds - aye

The motion carried 4-0



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### 6.0 APPROVAL OF MINUTES

6.1 A motion was made to approve the minutes from the April 19, 2021, Elizabeth Schools Board of Education meeting.

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

The motion carried 4-0

### 7.0 COMMUNICATIONS

#### 7.1 HR Update

Director of HR Kin Shuman provided an update on the annual spreadsheets with the staff recommendations the district would like to bring back next year (21-22) including their salaries. Open enrollment for benefits is now open and information is being sent to all eligible employees. In addition to standard benefits, the district partners with American Fidelity to provide benefits to staff that the district doesn't offer. Lastly, the Director of Marketing and Communications position is moving forward with initial interviews being set-up with the Superintendent. The hiring process will look very similar to the hiring process for the middle school principal position.

#### 7.2 Technology Update

Technology Director Marty Silva provided an update on purchasing additional Chrome Books; the team is currently working on getting out RFP's, they will be separated out by each school's needs. MLO funding was freed up due to the Chrome Books being purchased by COVID funding, so the MLO funding went to purchase a new computer lab for Candice Tauger's room at the high school. In addition to ten new computers for the STEM program at the middle school and 67 iPads for Running Creek and Singing Hills. Running Creek was also able to purchase podcasting equipment. A new work order system is being rolled out district wide, where the google devices will be added into the new work order system for a more streamlined approach.

#### 7.3 Financial Update

Chief Financial Director Ron Patera reviewed checks over \$5,000 which includes typical monthly expenses, mostly utilities, fuel and food. Some of the other expenditures include payments for SPED services, technology needs, professional development materials, online learning, and a wall sign and out of district tuition. Financial statements reflect activity through the end of March or 75% through the fiscal year. There has been 71.27 percent of the general fund budget expended year to date and we have collected 64.57% of budgeted revenues. A couple of the cost centers are over the 75% benchmark, but overall 3 and ¾% under budget. Of the remaining funds the only one that needs to be closely monitored the balance of the year is the Food Service Fund. For the time being the legislature is scheduled to conclude this session in mid-June. So we will not know exactly what our final funding for the upcoming school year will look like. The capital needs worksheet has been modified to reflect prioritizing from staff, along with the estimated expense of the project/purchase. As you can see in the assumptions worksheet we are anticipating a slight increase in the number of students attending the district next year. This year has been aberration and hopefully this upcoming school year will be a return to some form of normalcy. We do anticipate increases in worker's compensation and property and liability insurance. There will not be an increase in the employer portion of PERA; however, we do anticipate an increase in SPED expenses, not including increased staffing needs. Lastly, Ron met with all office managers, principals and both athletic directors to discuss next year's budget.

#### 7.4 Superintendent Update





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Superintendent Bissonette shared and congratulated the Elizabeth High School Gymnastics team who won the State Championship! The girls participate in a 4A division, which is incredibly competitive and has a number of high school students that come together to form one team. The Elizabeth High School Gymnastics team is an incredibly strong united team; they work together and know it is a team sport. Teacher appreciation week is this week, all the thanks and appreciation they receive is much deserved with the unconventional year they had around dual learning (remote and in-person). On the classified salary schedule we have the position, Lead Preschool Teacher, not a licensed position as we have it currently listed. Proposition EE will begin funding preschool in the coming years; the district needs to begin to focus on how the expectations may begin changing (i.e. requiring certified preschool teachers, increase the quantity of preschool teachers). This will present opportunities for additional qualifications and potentially higher pay for those teachers. It will also allow those teachers to contribute to the curriculum of the preschool students. Lastly, next school year the district is not planning to incorporate a high-bred model of learning, if students want to participate in 100% online learning there are many programs available to students outside out of the district, however, it will not be a focus for the district. In terms of requirements around masks next year, the district will follow the state mask guidelines; unsure of what they will be in August of 2021. The ability of our schools to stay safe when there is a spread of COVID (uptick in cases) in the community is a testament to how safe school is for students. The decision to stay in person and not affecting the lives of the 630 students was understood by a mass majority of our parents. The letter sent to CDHP by a number of superintendents to remove quarantine guidelines around schools, was met with a negative response due to their interpretation of a rise in community positive cases.

### 8.0 PUBLIC COMMENT

No public participation

### 9.0 CONSENT AGENDA

A motion was made to approve the consent agenda 9.1-9.11.

Motion moved by Director Guttenberg

Motion seconded by Director Benkendorf

#### ROLL CALL:

Director Paul Benkendorf - aye

Director Kim Frumveller - aye

Director John Guttenberg - aye

Director Carol Hinds - aye

The motion carried 4-0

#### 9.1 Extra Duty Assignments

Stacey Folmar, Head Gymnastics Coach, EHS

Val Koppinger, Assistant Gymnastics Coach, EHS

#### 9.2 Employment Separations

Amanda Barros, Cafeteria Paraprofessional, RCE

Mikayla Hirsch, Teacher, EHS

Amber Ketchum, Kids Club/Preschool Coordinator, RCE

Kathryn Boehm, Social Worker, District Wide

#### 9.3 21-22 Certified Salary Schedule

#### 9.4 21-22 Classified Salary Schedule

#### 9.5 21-22 Special Services Salary Schedule

#### 9.6 21-22 Bus Driver Salary Schedule



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### 9.7 21-22 Counselor Salary Schedule

### 9.8 21-22 Notice of Assignment – Classified

<u>Transportation</u> Mylynne Austgen, Bus Driver Holly Bakke, Transportation Coordinator Daniel Bemal, Bus Driver Kathy Bystrom, Bus Driver/Trip Driver William Caldwell, Bus Driver/Trip Driver Scott Christensen, Bus Driver Donca Edwards, Bus Driver Tom Feeney, Bus Driver Scott French, Bus Driver Corey Gelroth, Mechanic Tammy Hanes, Bus Driver Dana Herrera, Bus Driver Heather Hickman, Bus Paraprofessional Ronell Kraft-Yager, Bus Driver/Trip Driver Lawrence Lindsey, Bus Driver Shantie Magat, Bus Driver Julia Miller, Bus Paraprofessional Richard Mills, Bus Driver Fed Noe, Bus Driver Lois Noe, Bus Driver Tiara Noe, Driver Trainer Sarah Patterson, Bus Driver/Trip Driver Kenneth Perrier, Bus Driver Carol Phillis, Bus Driver Kaitlin Prizmich, Bus Paraprofessional Glen Schenck, Bus Driver Sondra Schenck, Bus Driver/Trip Driver Marvyn Smith, Bus Driver Sandra Tucker, Bus Driver/Trip Driver Debra Vieweg, Bus Driver Mark Zoller, Bus Driver	<u>Maintenance</u> Kiersten Arellano, Custodian EHS Brandon Barros, Custodian EHS Monty Bemard, Custodian, EHS Margrett Berry, Head Custodian, RCE Kenneth Collins, Custodian, RCE Michael Dagget, Custodian RCE Judy Fendelander, Custodian SHE Douglas Goldsmith, Custodian, EHS Renee Leatherman, Custodian, EMS Larry Lorimer, Head Custodian, EHS Karen Nelson, Custodian, SHE Mark Oeser, Facilities Maintenance Triston Philips, Custodian EMS Kim Stanton, Custodian, EHS Tonya Stanton, Custodian, EHS David Travis, Lead Custodian, EHS Rick Tolka, Head Custodian, EMS Gregory Yaklin, Custodian, EMS Mike Zoesch, Field Maintenance Specialist
<u>Administration / Business</u> Janel Chisholm, Special Services Office Coordinator Tracy McVicker, Finance Office Coordinator Tamara Meyers, Payroll / Benefits Specialist Shelly Scobee, Student Data Management Specialist Tina Waymire, Accounts Payable Specialist	<u>Office Staff</u> Gwenda Alltop, Campus Secretary EMS Laurie Burke, Guidance Secretary/Registrar EHS Paula Burke, Secretary/Attendance RCE Nancy Connelley, Office Manager EMS Brenda Johnson, Office Manager SHE Franziska Johnson, Office Manager RCE Pam Karcher, Secretary/Attendance SHE Kathryn Lloyd, Registrar EMS Debra Nicolas, Bookkeeper, EHS Dani Varela, Secretary/Attendance EHS Stacie Weber, Office Manager EHS
<u>Information Technology</u> Seth Ardrey, Tech Support Specialist 1 Sam Holmquist, Tech Support Specialist 1 Brian Swedhin, Tech Support Specialist 1	<u>Para/Teacher Assistant</u> Barbara Borntrager, Teacher Assistant – Literacy Donca Edwards, Lunch/Recess Para Krystal Endo, Teacher Assistant – Library





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	<p>Susan Huseby, Health Technician  Tara Lamoreaux, Lunch/Recess Para  Stacey Mecham, Health Technician  Mary Peavler, Campus Monitor  Erin Rhoades, Playground Para  Patricia Richardson, Health Technician  Kati Sawyer, Playground Para  Chantal Schindler, Health Technician  Pamela Slade, Teaching Assistant – Library Title 1  Alicia Williams, Playground Para</p>
<p><u>SPED Paras</u>  Laurel Block, SpEd Para Attendant  Sara Bong, SpEd Para Attendant  Amber Bridges, SpEd Para Attendant  Erica Clark, SpEd Para Attendant  Linda Deleshaw, SpEd Para Attendant  Brooks Eddy, SpEd Para Attendant  Michelle Elliott, SpEd Para Attendant  Eileen Everitt, SpEd Para Attendant  Sydney Gonzales, SpEd Para Attendant  Kimberly Homer, SpEd Para Attendant  Susan Laessig, SpEd Para Attendant  Abigail Hunt, SpEd Para Attendant  Jeannine Mosier, SpEd Para Attendant  JoAnne O'Malley, SpEd Para Attendant  Misty O'Neal, SpEd Para Attendant  Brittany Pohl, SpEd Para Attendant  Trisha Quinton, SpEd Para Attendant  Tiffany Roberts, SpEd Para Attendant  Andrea Smith, SpEd Para Attendant  William Teeters, SpEd Para Attendant  Sheila Wagner, SpEd Para Attendant  Mary Wahl, SpEd Para Attendant  Megan Wolff, SpEd Para Attendant</p>	<p><u>Singing Hills Elementary</u>  Peggy Beshore, PS Floater/Kids Club Lead  Stacy Boltz, Assistant Teacher  Tina Farr, Lead Teacher  Chelsey Hamlin, Lead Teacher  Kelly Lagomasino, Assistant Teacher  Shelby Morgan, Lead Teacher  Lisa Pergeau, Lead Teacher  Amanda Schmitz, Lead Teacher</p>
<p><u>Running Creek Elementary</u>  Lorrena Anders, Assistant Teacher  Jonlon Bankert, Child Care Floater  Inez Christoffersen, Lead Teacher  Jessica Crofts, Lead Teacher  Michelle Owen, Lead Teacher  Jeannie Seip, Lead Teacher  Jaime Twiss, Assistant Teacher  Jeranda Van Eaton, Assistant Teacher</p>	<p><u>Food Service</u>  Cathy Breaux, Cook  Lori Chinnici, Cook  Sharon Diviness, Cook/Cashier  Cornelius Dorthy, Cook  Dorcas Haug, Kitchen Manager  Christina McKinnon, Cook  Julia Miller, Cook  Sharon Mohlis, Kitchen Manager  Tamara Morgan, Kitchen Manager  Sally Noland, Lead Cook  Allison Page, Office Manager  Victoria Rambo, Lead Cook  Lori Stephens, Kitchen Manager  Amy Van Putten, Kitchen Manager  Julie Young, Cook</p>

### 9.9 21-22 Contracts – Certified



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<u>Running Creek Elementary</u> Shauna Agee, Teacher Chelsey Barnes, Teacher Lisa Bosco, Teacher Victoria Cirbo, Teacher Crystal Conner, Teacher Tracey Devney, Teacher Amanda Dorris, Teacher Danielle Gregory, Teacher Kerry Jibblits, Teacher Michelle Jones, Teacher Sarah Pascarelli, Teacher Joseph Ptaszynski, Teacher Melanie Schwarz, Teacher Sarah Siekierski, Teacher Kelly Tarr, Counselor Jennifer Timm, Teacher Janet Walker-Snider, Teacher Kevin Walsh, Teacher Debra Wamsley, Teacher	<u>Singing Hills Elementary</u> Trish Ackerman, Kids Club & Preschool Coordinator Christine Battistoni, Teacher Laurie Burton, Teacher Carla Carlisle, Teacher Kaitlyn DeCristino, Teacher Kendra DiPaola, Teacher Amy Dulin, Teacher Ashlee Fomey, Teacher Jillian Green, Teacher Connie Hines, Counselor Kayla Holmes, Teacher Lissa Hoza, Teacher Christopher Kanapackis, Teacher Tiffany Khoury, Teacher Corrine Lederthos, Teacher Savannah Lynch, Teacher Susan McMullen, Teacher Amanda Roberts, Teacher Amber Rusk, Teacher Jessica Schmidt, Teacher Tyler Schmitt, Teacher Dominique Smith, Teacher Patricia Spence, Teacher Erica Stewart, Teacher Shelby Stivers, Teacher Emily Stout, Teacher Jeanette Wygant, Teacher
<u>Elizabeth Middle School</u> Rebecca Camahan, Teacher Savannah Cook, Teacher Ashlyn Day, Teacher Melanie Garcia, Teacher David Goldscheid, Teacher Echo Gustafson, Teacher Kim Hicks, Teacher Laura James, Teacher Lincoln Jones, Teacher Susan Jones, Teacher Curtis Kaumeyer, Teacher Melanie Kaumeyer, Teacher Ellen Lewis, Teacher Trudi Little, Teacher Kelly Maryniak, Teacher Christine Mayorga, Teacher Jennifer Mobley, Teacher Lisa Mullins, Teacher Robin Neelley, Teacher Shawn Novak, Teacher Shannon Paxton, Counselor Brandy Qualls, Counselor Reaghan Quintana, Teacher	<u>Elizabeth High School</u> Travis Antons, Teacher Jennifer Barclay, Teacher Carson Bamhart, Teacher Steve Beaudoin, Teacher Shelby Brown, Teacher Katerina Casas, Counselor Melanie Darter, Teacher Christopher Ford, Teacher Jaclyn Haugen, Teacher Lori Horton, Teacher Michael Howell, Teacher Summer Katzoff, Teacher Manser Kierstead, Teacher Lilyann Lambert, Teacher John Loutzenhiser, Teacher Lori McCain, Teacher Andrew Melton, Teacher Kaia Monson, Teacher Tammy Moore, Teacher Sarah Mosher, Teacher Adam Payton, Teacher Robyn Poirier, Teacher Ashley Pollard, Teacher



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<p>Aaron Stone, Teacher Shannon Stone, Teacher Brandon Whittaker, Teacher</p>	<p>Cory Robinson, Teacher Laurie Schlekeway, Teacher Development Lainey Schmidt, Teacher Ariella Smolin, Teacher Brandon Taff, Teacher Jessica Talnagi, Teacher Candice Tauger, Teacher Jon Taylor, Teacher Angela Terry, Teacher Amanda Thompson, Counselor Kelsey Ubben, Teacher Casey Waters, Counselor Colleen Wells, Teacher James Wilson, Teacher Alise Wisnieski, Teacher Alana Wolner, Teacher Cherie Wyatt, Teacher Ginger Zander, Teacher Karl Zander, Teacher</p>
<p><u>District Wide Support</u> Jeanne Boice-Wiley, Consultant to Special Education Director Leanne Cook, HTI Internship Coordinator Eric Crow, Teacher Amber Davis, Teacher Lauren Dougherty, Speech Language Pathologist Anne Ebbert, Teacher Kristen Foster, Occupational Therapist Karen Kendig, GT Coordinator Lynette Metherd, GT Consultant Amanda Hamlet, School Psychologist Intern Faith Roberts, Social Worker Cheryl Martin, Social Worker Beth Schneider, Speech Language Pathologist Michael Scobee, Senior Network Administrator Kyle Summers, Behavior Specialist</p>	

### 9.10 Contracts – Director / Administrator

Lori Clark, District Nurse  
John Everhart, Assistant Principal EHS/Athletic Director  
Robin Hunt, Principal RCE  
Tammy Krueger, Special Education Director  
Teri Maher, Food Services Director  
Bret McClendon, Principal EHS  
Regina Montera, Principal SHE  
Lloyd Nelson, Maintenance Supervisor  
Ron Patera, Finance Director  
Shane Pynes, Safety/Emergency Plan Director  
Kimberly Runyan, Assistant Principal EHS  
Kin Shuman, Human Resource Director  
Marty Silva, Information Technology Director  
Jeff Sparrow, Assistant Principal EMS  
Mark Ressel, Director of Transportation





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### 9.11 Monthly Financial Report

#### **10.0 ACTION ITEMS**

10.1 A motion was made to approve the disposition of district property.

Motion moved by Director Frumveller

Motion seconded by Director Guttenberg

#### ROLL CALL:

Director Paul Benkendorf - aye

Director Kim Frumveller - aye

Director John Guttenberg - aye

Director Carol Hinds - aye

The motion carried 4-0

10.2 A motion was made to approve the Intent to participate/designated election official for November 22, 2021 Election.

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

The motion carried 4-0

10.3 A motion was made to approve the 1<sup>st</sup> and final revised policy of FB-Facilities Planning.

Motion moved by Director Guttenberg

Motion seconded by Director Frumveller

#### ROLL CALL:

Director Paul Benkendorf - aye

Director Kim Frumveller - aye

Director John Guttenberg - aye

Director Carol Hinds - aye

The motion carried 4-0

10.4 A motion was made to approve the 1<sup>st</sup> and final revised policy FB-R – Facilities Planning Regulation.

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

The motion carried 4-0





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### 11.0 DISCUSSION ITEMS

11.1 BOE Meeting Schedule for 21 – 22; no discussion, will be moved to BOE Meeting May 17<sup>th</sup> agenda for approval.

### 12.0 BOE PLANNING

The next regular Board of Education meeting is scheduled for May 17, 2021, at 6 p.m.

### 13.0 EXECUTIVE SESSION

No executive session

### 14.0 ADJOURNMENT

The regular board meeting adjourned at 7:26 p.m.

Respectfully Submitted,

Carol Hinds, President

Cary Karcher, Vice President

Paul Benkendorf, Secretary

Kim Frumveller, Treasurer

John Guttenberg, Assistant Secretary/Treasurer

Recorded by: Kristen Harris

