



RECORD OF PROCEEDINGS

BOARD OF EDUCATION BOARD ROOM, DISTRICT OFFICE* MINUTES OF MEETING September 14, 2020 (Business Session)

A Business Session Board Meeting of the Elizabeth School District was held on September 14, 2020 in the Board Room, District Office.

* In accordance with the Colorado Department of Public Health and Environment guidance, individuals are encouraged to practice social distancing with a minimum of six foot distance between individuals. Accordingly, in-person attendance at the meeting is limited to essential District personnel and Board members. 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 Business Session BOE Meeting to order at 6:01 p.m.

2.0 ROLL CALL:

The following BOE Directors were present:

Director Paul Benkendorf (by video conference)

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, Technology Director Marty Silva, 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 EDUCATION RECOGNITION

No Education Showcase

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

A motion was made to approve the **Amended** 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

6.0 APPROVAL OF MINUTES

6.1 A motion was made to approve the minutes from the August 24, 2020, Elizabeth Schools Board of Education meeting.



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Motion moved by Director Frumveller
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

7.0 COMMUNICATIONS

7.1 District Nurse Update

District Nurse, Lori Clark, discussed the health protocols of the district for this school year due to COVID-19. The district will need to be stricter with regards to illness. The protocols presented to the Board cover symptoms and requirements for staying home and returning to school. Clark stated that parents are being respectful and cautious about sending their children to school and keeping them home when any type of illness is present. Discussion was had about how the schools are doing with following guidelines and Superintendent Bissonette shared that all schools are following the guidelines and getting outside to take breaks from the classroom.

7.2 HR Update

Over the last couple of weeks things have been typical from the HR standpoint. HR Director, Kin Shuman, shared key positions the district is recruiting for right now. A Communications and Marketing Specialist, Homegrown Talent Initiative Project Manager, and an Administrative Assistant to the Superintendent and Board of Education.

Shuman explained that the district did not have its normal district wide luncheon this year but is planning to put out an email that recognizes new staff and employees with milestones in the district.

7.3 Technology Update

Technology Director, Marty Silva, shared what synchronous learning is expected to look like. He demonstrated how a teacher might set up their laptop, IPAD, and wireless headset in order to successfully navigate remote learning in their classroom. This type of setup provides the ability for the teacher to continue using their laptop and the mobility to move the camera on the IPAD around the room for students at home. The IPADs purchased should be able to be used long after COVID to aid in classroom instruction. Currently about 24 classrooms in the district are using this technology for synchronous learning, typically for one or two students that are learning from home.

7.4 Financial Update

Chief Financial Director Ron Patera reviewed checks over \$5,000 which include typical monthly expenses as well as payments for curriculum purchases, tech related purchases, repair and service of HVAC units, insurance premiums, yearbooks, the district's portion of the EMS floor project, tent rentals, hotspots, gym floor refinishes, and out of district tuition. Financial statements reflect activity through the end of July or 8.33% through the fiscal year. General fund revenues after allocations are at 3.81% collected and expenditures and transfers are at 8.13%.

Patera shared that with continued staff salaries and benefits having been paid to food service employees and no revenues collected from the sale of lunches, the food service fund balance has been spent down significantly, by approximately \$93,000. The pupil activity fund is in the same place, no spring sports fees were collected but coaches were paid.



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The appraisal for Frontier High School has come back and Patera asked for any questions from the Board. The next steps will be finding a commercial real estate broker to put it on the market.

7.5 Superintendent Update

Superintendent Bissonette shared that the school year has started very well, even better than anticipated. He attributes part of this success to the staff who are excited to be back in the schools with their students, and the other part to the students and families. The students have been very cooperative and the families have been supportive and understanding of school expectations. The district is now almost a month into school and has had their first experience with switching students to remote learning for a period of two weeks due to a presumed COVID case. Nine students were asked to switch to remote learning. The district does not quarantine, but, it is their obligation to exclude students and staff if there is the possibility of exposing others to illness. The standard the district uses to determine close contact is six feet or less for more than 15 minutes. Not all students who are participating in remote learning are COVID cases; there are other health reasons that can determine this.

The district's 100% online program, CDLS, currently has approximately 180 students enrolled. A number of students started online and requested to come back in person. The program did not have the capacity statewide to meet the requests of the schools they partnered with. There are currently 13 students who did not get enrolled in CDLS and those families have been told they will need to either consider another option or choose in-person instruction. In our plan district families were told they need to opt for online by August 14, those students that are not currently in a class enrolled after that date.

8.0 PUBLIC COMMENT

No public comment

9.0 CONSENT AGENDA

A motion was made to approve the consent agenda 9.1-9.6.

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

9.1 New Hires/Re-Hires

Dominique Smith, Teacher, SHE

David Kitzman, Bus Driver, Transportation

Amy Wahl, Asst. Preschool Teacher, RCE/PS

9.2 Transfers/Changes

Tammy Hanes, Bus Driver, Transportation

9.3 Employment Separations

Gary Parker, Custodian, EHS

Jaimee Glazebrook, Admin. Asst., Superintendent's Office

Christy Banks, Teacher, EMS



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9.4 Extra Duty Assignments

Jess Quintana, Percussion Instructor, EHS

Christopher Powell, Visual Instructor/Bass Instructor, EHS

9.5 Substitutes

Christie Forster, Substitute Teacher

9.6 Monthly Financial Report

10.0 ACTION ITEMS

10.1 A motion was made to approve the 2nd and final reading of revised policy EBCE (School Closings and Cancellations). Discussion was had about remote learning not being used for weather related closures; the only time that may change is if the district had used up all of the allotted days.

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

11.0 DISCUSSION ITEMS

CASB Legislative Platform - Delegate Assembly

Discussion was had regarding the CASB Fall Delegate Assembly. Director Karcher will be the district's voting delegate this year and Director Guttenberg will be the backup.

12.0 BOE PLANNING

The next regular Board of Education meeting is scheduled for September 28, 2020, at 6 p.m.

13.0 EXECUTIVE SESSION

A motion was made to convene into executive session to discuss safety matters – discussion of matters specific to specialized details of security arrangements or investigations. C.R.S. 24-6-402 (4)(d).

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

The Board moved into executive session at 7:41 p.m.

The September 14 business session reconvened at 7:59 p.m. following a short break and the executive session.



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14.0 ADJOURNMENT

The regular board meeting adjourned at 8:00 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