



RECORD OF PROCEEDINGS

**BOARD OF EDUCATION
BOARD ROOM, DISTRICT OFFICE
MINUTES OF MEETING
December 11, 2017 (Business Session Meeting)**

A Business Session Board Meeting of the Elizabeth School District was held on Monday, December 11, 2017 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.

ROLL CALL:

The following BOE Directors were present:

Director Paul Benkendorf

Director Carol Hinds

Director Cary Karcher

Director Richard Smith

Also present: Superintendent Douglas Bissonette
Chief Financial Director Ron Patera
HR Director Kin Shuman
Technology Director Marty Silva
Communications Director Melissa Hoelting

Director Dee Lindsey was absent

3.0 PLEDGE OF ALLEGIANCE

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

4.0 EDUCATION SHOWCASE

The Elizabeth Schools Board of Education recognized Randy Arellano for the contributions he made to the Elizabeth High School football program, the school district and the surrounding community as the voice of Cardinal football for eight years. During that time, he demonstrated an impressive knowledge of the game and it was apparent that he researched the opponents and took pride in sharing information about students and events outside of football. He elevated the football team and the game in the eyes of our community and so many visitors to Cardinal Stadium.

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

A motion was made to approve the agenda.

Motion moved by Director Smith

Motion seconded by Director Karcher

ROLL CALL:

Director Paul Benkendorf – aye

Director Carol Hinds – aye

Director Cary Karcher – aye

Director Richard Smith – 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 November 13 Elizabeth Schools Board of Education meeting.

Motion Moved by Director Karcher

Motion Seconded by Director Smith

ROLL CALL:

Director Paul Benkendorf – aye

Director Carol Hinds – aye

Director Cary Karcher – aye

Director Richard Smith – aye

The motion carried 4-0

6.2 A motion was made to approve the minutes from the November 27 Elizabeth Schools Board of Education special meeting.

Motion Moved by Director Benkendorf

Motion Seconded by Director Karcher

ROLL CALL:

Director Paul Benkendorf – aye

Director Carol Hinds – aye

Director Cary Karcher – aye

Director Richard Smith – aye

The motion carried 4-0

6.3 A motion was made to approve the minutes from the December 2 Elizabeth Schools Board of Education special meeting.

Motion Moved by Director Smith

Motion Seconded by Director Benkendorf

ROLL CALL:

Director Paul Benkendorf – aye

Director Carol Hinds – aye

Director Cary Karcher – aye

Director Richard Smith – aye

The motion carried 4-0

7.0 COMMUNICATION

7.1 HR Update

HR Director Kin Shuman reviewed results of the Mountain States Employer Council survey that was conducted this summer to find out why teachers left the district. The survey has been conducted the past three years and the themes have been very similar.

Shuman shared that teachers love working in the Elizabeth School District. They love the community, the positive environment and they felt trusted as a professional. They also felt that their principal heard and supported them. However, 70% of the respondents felt compensation was inadequate. Teachers struggle financially to work for Elizabeth Schools and when you look at pay, housing opportunities and commute the district has some additional



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pressures that make it more difficult to attract and retain teachers. When asked what would encourage them to stay the overwhelming answer was more money.

Additional findings from the survey:

- 100% felt they had adequate resources to do their job
- 88% felt appreciated by the district
- 81% felt they had adequate to very good opportunities for advancement
- 75% felt training was adequate to very good
- 75% felt suggestions were welcomed by the superintendent and the board
- 69% said working conditions were adequate to very good
- 67% said benefits were adequate to good

The exit survey will be conducted again this coming summer.

7.2 Technology Update

Technology Director Marty Silva said 15 people applied for the technology specialist position and six have been invited to the first round of interviews. Silva will interview the top three candidates. He is targeting January 8 as the start date for a new technology specialist.

Silva gave an update on technology infrastructure. This past summer, the district's internet connection was upgraded to a gigabit speed that puts it in line with the ConnectED initiative of having a 100 megabits per second connection per 1,000 students. This summer the technology department also upgraded network equipment across the district that will last another five to 10 years. Wi-Fi connections across the district are in the second year of a three-year update process. Elizabeth High School's Wi-Fi connection is on par with other school districts and the other district schools are in the process of moving that way.

7.3 Financial Update

Chief Financial Director Ron Patera reviewed checks over \$5,000 and financial statements through the end of October. Recurring expenditures remain within normal parameters. Due to the change in how the district accounts for capital expenditures, there are some cost centers over the 33% benchmark for this time of year.

Based on information received from the Assessor's office and the CDE's calculations using the school finance formula, the mill for the general fund will be 26.721 mills while the rate for the bond fund will be 7.661 mills, for a combined rate of 34.382 mills. The total millage is lower by 1.454 year-over-year. The mill change also takes into account the recommendation by the auditor to spend down reserves within the Bond Redemption Fund. This year's net total assessed valuation of property within school district boundaries increased by \$32,189,857. The change in actual valuation was an increase of \$557,775,877, or 20%. Residential property is taxed on 7.2% of actual value while commercial property is taxed at 29%.

Patera explained that the number of students determines how much money the district gets. The district received a preliminary calculation based on the October 1 count of \$7,500 per FTE student. The district has lost 508 FTE students over the past 10 years. Multiplied by \$7,500, that adds up to \$3.8 million less, plus the budget stabilization dollars of that add up to an additional \$2.8 million less in funding.

Next month a revised budget proposal for Fiscal Year 2017-18 will be presented to the board for approval. There will be some capital expenditures added to the revised budget, including additional staff for special needs students at several schools, repair to one boiler at Elizabeth High School, water tank floor repair at transportation, additional parking lot lighting on the Elizabeth Middle School bus pad and additional funds for the EMS field turf.



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Patera handed out budget goals for last year as a starting point to help prepare for the upcoming budget cycle. The goals are used as a guide when building the budget to make sure we're on the right track. Patera will hand out a budget calendar in January.

7.4 Communications Update

Communications Director Melissa Hoelting gave an update on some events and happenings taking place across the district: 270 people attended the Frontier High School Community Thanksgiving Meal – 100 more than last year; EHS senior Reilly Blakeslee was named a semi-finalist for the Boettcher Scholarship; Elizabeth Schools psychologist Magen Culver has organized Totes for Hope at EMS and FHS; EMS Cardinal Players present the musical comedy *How to Eat Like a Child*. Hoelting also highlighted many of the community service/giving projects the schools are coordinating throughout the holiday season.

7.5 Superintendent Update

Superintendent Douglas Bissonette gave an update on his 10-minute presentation during the Rural Alliance breakfast at the Colorado Association of School Boards (CASB) Convention in Colorado Springs earlier this month. The presentation covered the serious inequities between teacher salaries among Colorado school districts and the effect it has on rural school districts' abilities to attract and retain qualified teachers.

7.6 Frontier High School Course Proposal

Frontier High School Principal Rob McMullen presented a proposal for a new home remodeling class at the school. The class would be taught by McMullen and cover basic remodeling skills through the process of remodeling the kitchen/foods class at FHS. The class would enroll five to eight students and begin on Tuesday, Jan. 9. McMullen has contacted a few sources in hopes of getting much of the needed materials donated. He hopes this will be a launching point for other similar vocational opportunities within the district. McMullen also requested approval for \$5,000 to cover added expenses.

Board unanimously gave a "thumbs up" on the class and the request for \$5,000.

8.0 PUBLIC PARTICIPATION

No Public Participation

9.0 CONSENT AGENDA

A motion was made to approve the consent agenda 9.1-9.7.

Motion Moved by Director Smith

Motion Seconded by Director Benkendorf

ROLL CALL:

Director Paul Benkendorf – aye

Director Carol Hinds – aye

Director Cary Karcher – aye

Director Richard Smith – aye

The motion carried 4-0

9.1 New Hires

Sandra Tucker, Bus Driver, Transportation

Sandra Tucker, Trip Driver, Transportation

Laura James, Teacher, EMS



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9.2 Terminations, Resignations, Non-Renewals

Cyndi Jensen, Counseling Secretary, EHS
Jon Robertson, Bus Driver, Transportation
Kristi Fowler, Assistant Preschool Teacher, SHE/PS
Grace Carter, Teacher, EHS

9.3 Transfers/Changes

Cayer Mills, Sped Para Attdt, RCE/PS
Veronica Zepeda, Lunch/Recess Para, SHE

9.4 Extra Duty Assignments

Logan Walker, Assistant Boys Basketball, EHS
Laurie Burke, After Prom Coordinator, EHS
Adam Keele, Assistant Girls Basketball, EMS
Katelyn Kellogg, Color Guard/Winter Color Guard, EHS
Andrea Smith, Sophomore #1, EHS
Seth Lisle, Band Percussion Fall, EHS
Alexander Gonzalez, Band/Pep/Marching Band/Orchestration, EHS
Ashley New, Color Guard, EHS
Brian Turner, Band Visual Instructor, EHS

9.5 Substitutes

James Tucker, Substitute Bus Driver
Jacqueline Najera, Substitute Sped Para
Tracy Olson, Substitute Para Professional

9.6 Monthly Financial Report

9.7 2018 Mill Levy Certification

10.0 ACTION ITEMS

10.1 A motion was made to approve the contract with Backhoe ServicesBennett for the installation of the wastewater treatment system at Singing Hills Elementary for the amount of \$580,000, and authorize the superintendent to sign the contract.

Motion Moved by Director Benkendorf
Motion Seconded by Director Karcher

ROLL CALL:

Director Paul Benkendorf – aye
Director Carol Hinds – aye
Director Cary Karcher – aye
Director Richard Smith – aye

The motion carried 4-0



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10.2 A motion was made to approve revisions to policy JIH (Student Interviews, Investigations, Searches and Arrests) as a second and final reading.

Motion Moved by Director Karcher
Motion Seconded by Director Smith

ROLL CALL:

Director Paul Benkendorf – aye
Director Carol Hinds – aye
Director Cary Karcher – aye
Director Richard Smith – aye

The motion carried 4-0

10.3 A motion was made to approve revisions to policy JKA (Use of Physical Intervention and Restraint) as the first and final reading.

Motion Moved by Director Karcher
Motion Seconded by Director Benkendorf

ROLL CALL:

Director Paul Benkendorf – aye
Director Carol Hinds – aye
Director Cary Karcher – aye
Director Richard Smith – aye

The motion carried 4-0

10.4 A motion was made to approve revisions to regulation JKA-R (Use of Physical Intervention and Restraint – Regulation) as the first and final reading.

Motion Moved by Director Smith
Motion Seconded by Director Karcher

ROLL CALL:

Director Paul Benkendorf – aye
Director Carol Hinds – aye
Director Cary Karcher – aye
Director Richard Smith – aye

The motion carried 4-0

11.0 DISCUSSION ITEMS

11.1 CASB Convention Debrief and Follow Up

Board members agreed that the dinner and dialogue with three Elizabeth Schools students, Isa Tebrugge, Reece Ullery and Lauren Williams, who were chosen to attend the student leadership strand at the convention, was one of the most valuable parts of the convention.



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11.2 2018-2019 draft calendar

The district Calendar Committee met for the second time and reviewed comments from staff on the proposed 2018-2019 calendar. The next step is to share the calendar with parents before Christmas so they have time to review.

Two issues came up: Some staff want a full week at Thanksgiving. The Committee doesn't look at wants but what's best for kids. Their view after discussing pros and cons that taking an extra two days off at Thanksgiving isn't best for kids. On average, district schools experience see an increase of about 5% in absenteeism - fewer than 100 kids out of 2,000. Schools hear a minimal number of complaints from parents about Thanksgiving break. Schools have more complaints from parents and staff when school starts early in August because the elementary schools don't have air conditioning.

12.0 BOE PLANNING

The next regular Board of Education meeting is scheduled for Monday, Jan. 8, at 6 p.m.

13.0 EXECUTIVE SESSION

No Executive Session

14.0 ADJOURNMENT

The board meeting adjourned at 7:53 p.m.

Respectfully Submitted,

Carol Hinds, President

Dee Lindsey, Vice President

Paul Benkendorf, Secretary

Cary Karcher, Treasurer

Richard Smith, Assistant Secretary/Treasurer

Recorded by: Melissa Hoelting