



## RECORD OF PROCEEDINGS

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### BOARD OF EDUCATION BOARD ROOM, DISTRICT OFFICE\* MINUTES OF MEETING May 4, 2020 (Business Session)

A Business Session Board Meeting of the Elizabeth School District was held on May 4, 2020 in the Board Room, District Office.

\*The business session was closed to physical attendance of the public in accordance with executive order 20-23 issued by Governor Jared Polis and Centers for Disease Control and Prevention and Colorado Department of Public Health and Environment guidance, prohibiting gatherings of 10 people or more. 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 6:02 p.m.

#### 2.0 ROLL CALL:

The following BOE Directors were present:

Director Paul Benkendorf  
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, EHS Principal Bret McClendon, RCE Principal Tammy Krueger, 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 SHOWCASE

4.1 Elizabeth High School (EHS) Principal, Bret McClendon updated the Board about the high school's National Merit Finalist, Brandon Marshall and Boettcher Scholarship recipient, Colton Arciniaga. These awards are very prestigious and receiving them is a testament to the students and to the staff at the school. In addition, McClendon gave recognition to the gymnastics team for their state championship this school year.

Teacher retention at the high school is high with the four core areas not needing any teacher replacements with the exception of one retiring teacher. Hiring in other areas has gone well and there are only two positions left to fill in the Special Ed department.

The switch to remote learning at the high school has been a smooth transition but there has been a significant drop off with students attending zoom meetings and responding to emails most recently. Staff has been reaching out to parents and students who may not be as engaged as prior. A student survey was done asking students what was and was not working. Some of the feedback included positives of being able to work at their own pace, setting their own schedule and opportunities to work in alternate ways. Some of the negatives were feeling overwhelmed, slow communication with teachers, too much information being delivered too quickly, and technology issues. McClendon has now asked for feedback from the staff to help develop some guidelines and policies moving forward so staff and students can be successful.



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McClendon also gave an update on Frontier High School students that plan to attend Elizabeth High School in the fall. He has had 2 students confirm they plan to come to EHS and 4 others have expressed an interest but have not committed. Frontier High School teacher, Adam Payton, has been hired to teach Social Studies at Elizabeth High School next year. In addition to teaching standard classes, he will also support Frontier students who transfer and others currently at EHS with similar needs.

4.2 Running Creek Elementary (RCE) Principal, Tammy Krueger shared how the school year started and is ending. This was the first year as a *Leader In Me* school after many years in the works. Starting with the adults in the school learning the *Leader In Me* habits and then transitioning into the students learning the habits. Due to COVID19, the official rollout will start next year with students. The staff at RCE has disbanded the past leadership team and has created three committees consisting of an academic committee, a culture committee and a leadership committee. The cultural committee focuses on traditions the school has always had, the leadership committee has been focusing on handbooks and policies, and the academic committee has spent time talking about writing programs along with piloting some of the programs. Student ambassadors and the student advisory council at the school have also been included. They have created posters and provided an online video to the other students outlining some of the habits of *Leader In Me*.

One thing, in particular, stood out this year at Running Creek and that was 3<sup>rd</sup> grade. Typically the 3<sup>rd</sup> grade holds a bake sale and donates the proceeds to Coco the gorilla and its foundation. This year the 3<sup>rd</sup> grade held an expo instead and either created a product to sell or a service to provide. Each class raised over \$600 which then was donated to a charity of their choice.

Krueger feels the district has handled the transition to remote learning in a caring and parent-friendly way. She believes the district teachers are doing a fantastic job creating online classrooms for students to be able to continue to learn. Krueger shared examples of work done in several classrooms at Running Creek that included art research, writing assignments, virtual field trips, nationwide field day, classroom instruction and music lessons.

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

A motion was made to approve the agenda.

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

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 April 20, 2020, Elizabeth Schools Board of Education meeting.

Motion moved by Director Benkendorf

Motion seconded by Director Karcher

#### ROLL CALL:

Director Paul Benkendorf - aye

Director Kim Frumveller - aye

Director John Guttenberg - aye





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Director Carol Hinds - aye  
Director Cary Karcher - aye

The motion carried 5-0

### 7.0 COMMUNICATIONS

#### 7.1 Graduation Update

Elizabeth High School Principal Bret McClendon has requested a date for a graduation ceremony with the Elbert County Public Health Department. The graduation date is tentatively scheduled for June 6 and will look different from past years. Students and staff will be the only people present for the ceremony if the school receives the variance requested. The ceremony would be videoed and live-streamed for parents and family members.

Discussion was had about graduation and the CDPHE guidelines.

#### 7.2 HR Update

HR Director Kin Shuman shared that teacher turnover is at a low 15.5%, with 14 of the 18 positions having already been filled. Shuman attributes teacher retention to the increased salary schedules and the positive reputation of the Elizabeth School District. Staff contracts and notice of assignments have gone out to all staff and are being returned. In addition, open enrollment for health plans opened up today and staff will be able to make changes to their plans.

#### 7.3 Technology Update

Technology Director Marty Silva reported that he is still handing out additional Chromebooks to families who have decided they may need them. As of now 185 Chromebooks have been given and 2 have been damaged which families will need to replace. Typically this time of year laptop replacements are ordered although many companies are delayed in the shipment of orders due to the high demand. Estimated receiving times are about 5 months out. Silva is considering leasing as an option on Chromebooks for Elizabeth High School while purchasing outright for the middle and elementary schools.

Professional development planning for the second group of 30 teachers has changed due to COVID19. Silva will have to reevaluate what that might look like now due to the delay.

#### 7.4 Financial Update

Chief Financial Director Ron Patera reviewed checks over \$5,000 which include typical monthly expenses as well as payments for SPED facilities, the March payment for the SRO, and the final payment for training on the new HVAC software. Financial statements reflect activity through the end of March or 75% through the fiscal year. General fund revenues after allocations are at 72.52% collected and expenditures and transfers are at 66.7%.

Patera listened to the Joint Budget Committee and most of the discussion centered on either a 10% or 20% budget reduction for each budget item. Next Tuesday, the Legislative Council and the Office of State Planning and Budget will give their economic forecast and update to the Joint Budget Committee. The week of the 18<sup>th</sup> the Long Bill and other budget-related bills will be introduced to the house and the week of the 25<sup>th</sup> they will be introduced to the Senate. Patera will introduce the preliminary budget for the district at the next Board meeting but it will be revised once we learn more from the state.

The state has received the funds for the Cares Act and the tentative allocation to the district is approximately \$118,000. This money can only be used to supplement and not supplant. The district has applied for over \$500,000 on the High Cost Application and should be getting an answer back either this week or next week on the amount that might be received from that.



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A clarification was made on the employee PERA increase; the increase will actually be 1 1/4% bringing the employee PERA match to 10%.

At the mid-year revision, the district set aside \$50,000 to purchase two small vehicles for transportation. There is currently another vehicle that needs to be replaced that was unexpected. Patera is requesting to spend an additional amount of approximately \$10,000 to purchase the vehicles needed by the district.

Patera discussed the capital expenditure needs for 2020-21.

### 7.5 Superintendent Update

Superintendent Bissonette shared a letter from the Colorado Association of School Boards writing to say that they have been hearing positive feedback about our district. Bissonette then shared parts of an article from Forbes titled *Where are the Teachers*. This article was an example of the lack of respect teachers appear to receive regularly, even during COVID19. Elizabeth School District does respect and engages the teachers in important decisions. Teachers were asked prior to the school closure how they would be able to handle the closure and were asked for input on the transition to possible remote learning. Bissonette believes our positive reputation is partly due to engaging teachers in decision making. Bissonette then shared pictures showing how Zoom is being used to simulate a classroom and how dedicated the teachers are to helping their students learn.

There are approximately three more weeks of instruction left in this school year. Some of the larger metro districts have formed groups to plan for what the next school year may look like. Three scenarios are being looked at; normal in-person instruction, remote learning, and a hybrid type of learning that fits somewhere in the middle of the other two. There is much uncertainty of how the next school year may look and it is difficult to plan for. The district plans to be patient and not get ahead of the governor or CDPHE.

The virtual site visit will occur tomorrow for the Homegrown Talent Initiative and the district is looking forward to moving forward with the project.

### 8.0 PUBLIC COMMENT

No public comment

### 9.0 CONSENT AGENDA

A motion was made to approve the consent agenda 9.1-9.2.

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

Director Cary Karcher - aye

The motion carried 5-0

#### 9.1 Employment Separations

Anne-Marie Williams, Teacher, ASPIRE

Dawn Finken, Sped Para, EMS

#### 9.2 Monthly Financial Report



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### 10.0 ACTION ITEMS

10.1 A motion was made to approve the 2020-2021 CDE Federal Funds Application Narrative.

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

Director Cary Karcher - aye

The motion carried 5-0

10.2 A motion was made to approve the 3<sup>rd</sup> and final reading of revised policy JLDAC (Screening/Testing of Students).

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

### 11.0 DISCUSSION ITEMS

No discussion items

### 12.0 BOE PLANNING

The next regular Board of Education meeting is scheduled for May 18, 2020, at 6 p.m.

Discussion was had about having the superintendent evaluation at the June 8<sup>th</sup> meeting.

### 13.0 EXECUTIVE SESSION

No executive session

### 14.0 ADJOURNMENT

The regular board meeting adjourned at 8:42 p.m.





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Respectfully Submitted,

Carol Hinds, President

Cary Karcher, Vice President

Paul Benkendorf, Secretary

Kim Frumveller, Treasurer

John Guttenberg, Assistant Secretary/Treasurer

Recorded by: Jaimee Glazebrook